



Notice is hereby given that an Ordinary meeting of Southland District Council will be held on:

Date: **Wednesday, 5 June 2024**
Time: **9:00 am**
Meeting room: **Council Chamber**
Venue: **Level 2**
20 Don Street
Invercargill

Council Agenda

OPEN

MEMBERSHIP

Mayor	Rob Scott
Deputy mayor	Christine Menzies
Councillors	Jaspreet Boparai
	Don Byars
	Derek Chamberlain
	Paul Duffy
	Darren Frazer
	Sarah Greaney
	Julie Keast
	Tom O'Brien
	Margie Ruddenklau
	Jon Spraggon
	Matt Wilson

IN ATTENDANCE

Chief executive	Cameron McIntosh
Committee advisor	Fiona Dunlop

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Online: [Southland District Council YouTube](#)

Full agendas are available on Council's website
www.southlanddc.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

Health and safety – emergency procedures

Toilets – The toilets are located outside of the chamber, directly down the hall on the right.

Evacuation – Should there be an evacuation for any reason please exit down the stairwell to the assembly point, which is the entrance to the carpark on Spey Street. Please do not use the lift.

Earthquake – Drop, cover and hold applies in this situation and, if necessary, once the shaking has stopped we will evacuate down the stairwell without using the lift, meeting again in the carpark on Spey Street.

Phones – Please turn your mobile devices to silent mode.

Recording - These proceedings are being recorded for the purpose of live video, both live streaming and downloading. By remaining in this meeting, you are consenting to being filmed for viewing by the public.

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PROCEDURAL

Karakia Timatanga

Mā te whakarongo	Through listening
Mā te kōrero	Through talking
Mā te ngakau	From the heart
Mā te wairua	From the spirit
Mā te manaaki mai	Through giving
Mā te manaaki atu	And receiving respect
Ka puawai te maramatanga	Understanding will bloom
Tihei mauri ora	This is the essence of life

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Karakia Whakamutunga

Kia hora te marino	May peace be widespread
Kia whakapapa pounamu te moana	May the sea be like greenstone
Hei huarahi mā tātou i te rangi nei	A pathway for us all this day
Aroha atu, aroha mai	Let us show respect for each other
Tātou i a tātou katoa	For one another
Hui e! Tāiki e!	Bind us all together!

1 Apologies

At the close of the agenda no apologies had been received.

2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

3 Conflict of Interest

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

4 Extraordinary/Urgent 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.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that meeting if-
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

5 Confirmation of Council Minutes

5.1 Meeting minutes of Council, 01 May 2024

6 Public Participation

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732



Council

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Council held in the Council Chamber, Level 2, 20 Don Street, Invercargill on Wednesday, 1 May 2024 at 10am. (10am – 11.11am, 11.32am – 12.38pm, 1.12pm – 1.25pm)

PRESENT

Mayor	Rob Scott
Deputy mayor	Christine Menzies (10am – 11.11am, 11.32am – 12.04pm, 12.06pm – 12.38pm, 1.12pm – 1.16pm, 1.17pm – 1.25pm)
Councillors	Jaspreet Boparai Don Byars (10.43am – 11.11am, 11.36am – 12.38pm, 1.12pm – 1.25pm) Paul Duffy Darren Frazer Sarah Greaney Julie Keast Tom O'Brien Margie Ruddenklau Jon Spraggon Matt Wilson (video link) (10am – 11.11am, 11.32am – 12.25pm, 12.30pm – 12.38pm, 1.12pm – 1.25pm)

APOLOGIES

Councillor Derek Chamberlain

IN ATTENDANCE

Chief executive	Cameron McIntosh
Committee advisor	Fiona Dunlop

Mayor Scott opened the meeting with a karakia timatanga as follows:

Mā te whakarongo	Through listening
Mā te kōrero	Through talking
Mā te ngakau	From the heart
Mā te wairua	From the spirit
Mā te manaaki mai	Through giving
Mā te manaaki atu	And receiving respect
Ka puawai te maramatanga	Understanding will bloom
Tihei mauri ora	This is the essence of life

1 Apologies

There were apologies for absence from Councillor Chamberlain.

Resolution

Moved Cr Greaney, seconded Cr Boparai and **resolved:**

That Council accept the apology.

2 Leave of absence

Councillor Greaney requested a leave of absence from 19 May 2024 to 27 June 2024.

Moved Cr Boparai, seconded Cr Keast and **resolved:**

That Council agrees the leave of absence request.

3 Conflict of Interest

Councillor Ruddenklau advised that she had a conflict of interest with public participation. She advised that she is the niece of Mr Chartres would take part in the meeting.

Councillor Keast declared a conflict of interest with item 7.3 District Initiatives Fund - allocations for March 2024 funding round application 1 - Citizens Advice Bureau Invercargill. She advised that she would not take part in discussion or voting on the application.

4 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

5 Confirmation of Council Minutes

Resolution

Moved Cr Frazer, seconded Cr O'Brien **and resolved:**

That the Council confirms the minutes of the meetings held on Wednesday 10 April 2024 and Wednesday 17 April 2024 as a true and correct record of those meetings.

6 Public Participation

Peter Chartres and Frauke Münster accompanied by Barrister James Winchester and Litigation partner Rex Chapman were present to put on the public record their response to the independent review undertaken by Council following the Te Anau Downs enforcement proceedings.

Reports

7.1 Around the Mountains Cycle Trail Trust Update

Record No: R/24/4/25240

Councillor Menzies in her role as the councillor appointment to the trust and Trail manager – Susan Mackenzie updated the meeting the trusts activities over the last twelve months.

(During the presentation, Councillor Byars joined the meeting at 10.43am.)

Mayor Scott asked that thanks be passed onto the other trustees for their work with the trust.

Resolution

Moved Mayor Scott, seconded Cr Ruddenklau **recommendations a and b and a new c (as indicated) and resolved:**

That the Council:

- a) **receives the report titled "Around the Mountains Cycle Trail Trust Update".**
- b) **thanks the Trust for their update.**

New c) thanks the Trustees for their work with the Trust.

(The meeting adjourned for morning tea at 11.16am and reconvened at 11.32am.)

(Mayor Scott and Councillors Boparai, Duffy, Frazer, Greaney, Keast, Menzies, O'Brien, Ruddenklau, Spraggon and Wilson (video call) were present when the meeting reconvened.)

7.2 Sport NZ Rural Travel Fund allocations - March 2024 funding round

Record No: R/24/3/24726

Community liaison officer – Kathryn Cowie was in attendance for the item.

The purpose of the report was for Council to allocate funding for the Sport NZ Rural Travel Fund for the March 2024 funding round. The purpose of the fund is to assist with transport expenses associated with participating in regular local sports competitions for youth aged five to 18. Southland District Council administers funding on behalf of the Sport NZ Rural Travel Fund.

Resolution

Moved Cr Greaney, seconded Cr Keast **and resolved:**

That the Council:

- a) **receives the report titled “Sport NZ Rural Travel Fund allocations - March 2024 funding round”.**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Receives applications from the following:**
 - **Fiordland College**
 - **Central Southland College**
 - **Takitimu United Netball Club**
 - **Winton Football Club**
 - **Menzies College Netball Club**
 - **Northern Southland College**
 - **Mossburn School**
 - **Fiordland Netball Club**
- e) **Approves the allocation of funds for the Sport NZ Rural Travel Fund as follows:**

1	Fiordland College	\$1,500
2	Central Southland College	\$1,500
3	Takitimu United Netball Club	\$400
4	Winton Football Club	\$1,000
5	Menzies College Netball Club	\$1,500
6	Northern Southland College	\$1,500

7	Mossburn School	\$1,000
8	Netball Fiordland	\$1,000

- f) Approves the financial report for the Sport NZ Rural Travel Fund as at 31 March 2024.**

7.3 District Initiatives Fund - allocations for March 2024 funding round

Record No: R/24/3/24724

Community liaison officer – Kathryn Cowie was in attendance for the item.

The purpose of the report was for Council to allocate the District Initiatives Fund grants for the March 2024 funding round.

Seven applications had been received for the current funding round, which closed on 31 March 2024. The amount of funding remaining for distribution for the 2023/24 financial year was \$41,946.

(During discussion, Councillor Byars returned to the meeting at 11.36am.)
(During discussion, Councillor Menzies left the meeting at 12.04pm.)

Moved Councillor O'Brien, seconded Councillor Frazer the motion, recommendations a to d of the report.

The motion was put and declared CARRIED.

(Councillor Keast withdrew due to a conflict of interest.)

Moved Councillor Duffy, seconded Councillor Boparai the motion:

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:

1	Citizens Advice Bureau Invercargill	\$5,000
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The motion was put and declared CARRIED.

(Councillor Byars requested that his dissenting vote is recorded.)

(Councillor Keast returned to the table.)

Moved Councillor Greaney, seconded Councillor Keast the motion:

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:

2	South Island Branch of the Muscular Dystrophy Assn of NZ	\$2,000
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The motion was put and declared CARRIED.

(Councillor Byars requested that his dissenting vote is recorded.)

Moved Councillor Ruddenklau, seconded Councillor Frazer the motion:

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:

3	Royal NZ Plunket Trust	\$4,000
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The motion was put and declared CARRIED.

(Councillor Menzies returned to the meeting at 12.06pm.)

Moved Councillor Spraggon, seconded Councillor Keast the motion:

That Council:

- e) Declines the allocation of funds from the District Initiatives Fund:

5	Southland Fish & Game Council	Nil
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The motion was put and declared CARRIED.

(Councillors Ruddenklau and Wilson requested that their dissenting votes be recorded.)

Moved Councillor Greaney, seconded Councillor O'Brien the motion:

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:

4	Amateur Radio Emergency Communications (AREC) Southland	\$9,500
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The motion was put and declared CARRIED.

(Councillor Byars requested that his dissenting vote is recorded.)

Moved Councillor Keast, seconded Councillor Boparai the motion:

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:

6	Southland Land Search & Rescue	\$8,500
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The motion was put and declared CARRIED.

Moved Councillor Spraggon, seconded Councillor Frazer the motion

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:

7	Otago Museum Trust Board	\$8,946
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The motion was put and declared CARRIED.

(Councillor Byars requested that his dissenting vote is recorded.)

There was further discussion on the decision which the meeting had made to decline the application from the Southland Fish & Game Council.

To revisit the decision on the application from the Southland Fish & Game Council, standing order 24.5 would need to be followed. Mayor Scott advised that he would be moving a motion to revisit the decision, but a 75% majority of the elected members present would have to agree.

Moved Mayor Scott, seconded Councillor Ruddenklau, the motion that Council revisit the decision recommendation e5 – Southland Fish & Game Council.

The motion was put and declared LOST as there was not a 75% majority.

(Councillors Keast and Spraggon requested that their dissenting votes be recorded.)

Moved Mayor Scott, seconded Councillor Keast the following motion:

That Council:

New f) Agree to split evenly the declined \$5,000 recommended for allocation to the Southland Fish & Game Council between application 4 – Amateur Radio Emergency (AREC) Southland and application 6 – Southland Land Search and Rescue.

The motion was put and declared CARRIED.

(Councillors Byars and Wilson requested that their dissenting votes be recorded.)

Final resolutions:

That the Council:

- a) **receives the report titled “District Initiatives Fund - allocations for March 2024 funding round”.**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Receives applications from the following:**
 - 1. **Citizens Advice Bureau Invercargill**
 - 2. **The South Island Branch of the Muscular Dystrophy Assn of NZ**

3. Royal NZ Plunket Trust
4. Amateur Radio Emergency Communications (AREC) Southland
5. Southland Fish & Game Council
6. Southland Land Search & Rescue Inc.
7. Otago Museum Trust Board

e) Approves the allocation of funds from the District Initiatives Fund as follows:

1	Citizens Advice Bureau Invercargill	\$5,000
2	South Island Branch of the Muscular Dystrophy Assn of NZ	\$2,000
3	Royal NZ Plunket Trust	\$4,000
4	Amateur Radio Emergency Communications (AREC) Southland	\$9,500
5	Southland Fish & Game Council	Nil
6	Southland Land Search & Rescue	\$8,500
7	Otago Museum Trust Board	\$8,946

New f Agree to split evenly the declined \$5,000 recommended for allocation to the Southland Fish & Game Council between application 4 – Amateur Radio Emergency (AREC) Southland and application 6 – Southland Land Search and Rescue.

7.4 Forecasted Financial Position for the year ending 30 June 2024

Record No: R/24/4/25606

Senior accountant – Joanie Nel was in attendance for the item.

The purpose of the report was to update Council on the expected year-end financial result compared to the 2023/2024 Annual Plan and seek Council to approve the resulting forecasted position.

Council noted that when considering this report they would be approving unbudgeted expenditure requests, and the deletion and deferral of a number of projects.

(During discussion Councillor Wilson left the meeting at 12.25pm and returned at 12.30pm.)

Resolution

Moved Deputy Mayor Menzies, seconded Cr Duffy **recommendations a to d, e with a change (as indicated by ~~striketrough~~ and underline) and f – h and resolved:**

That the Council:

- a) **Receives the report titled “Forecasted Financial Position for the year ending 30 June 2024”.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**

- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Notes the forecasted changes to Council's year-end financial performance and position as detailed in attachments A and B (of the officers report).**
- e) **Approve the following unbudgeted expenditure and associated funding source:**

Business Unit	Expense	Amount	Funding Source
Te Anau Airport – Manapouri	Runways renewal	\$60,093	Loan
Stewart Island Visitor Levy	Operating costs	\$15,000	Grant
Mayoral Taskforce	Consultants	\$110,000	Grant
Creative communities NZ	Creative communities	\$17,988	Grant
Community housing collective	Maintenance general	\$55,000	Reserves
District water	Maintenance unplanned	\$220,000	General recoveries
Water supply Ohai/Nightcaps	Water renewal	\$112,555	Loan
Tuatapere library	Maintenance general	\$16,000	Reserves
Property sales	Commission and levies	\$10,174	Proceeds on sale
Property sales	Consultants	\$7,379	Proceeds on sale
Property sales	Legal costs	\$19,850	Proceeds on sale
Resource consent processing	Consultants	\$250,000	Reserves
Water supply overheads	Maintenance routine	\$125,000	Loan
District sewerage	Maintenance unplanned	\$150,000	Insurance recoveries
District sewerage	Maintenance routine	\$400,000	Loan
Beautification Stewart island	Improvements Ac LOS	\$50,000	Grant
Sewerage Edendale/ Wyndham	Sewerage renewals	\$300,000	Insurance recoveries
Toilets – Riverton Princess Street	Buildings renewal	\$300,000	Loan
Wheelie bins	Kerbside collection – recycling	\$75,000	Reserves
Wheelie bins	Waste disposal	\$150,000	Reserves
Community housing Edendale	Maintenance general	\$23,175 \$45,000	Loan

Community housing Otautau	Maintenance general	\$23,175	Loan
Financial Services	Audit fees	\$2,000	Reserves

f) Approve the deferral of the following items to the 2024/2025 financial year:

Business Unit	Project/Item	Amount	Funding Source
Better off funding	Consultants	(\$150,000)	Grant
Information services	Software renewal	(\$700,000)	Loan
Sewerage scheme Manapouri	Manapouri Wastewater treatment upgrade	(\$600,000)	Loan
Stormwater drainage Te Anau	Stormwater acquisition LOS	(\$1,000,000)	Loan
Resource planning/policy	General projects	(\$400,000)	Grant

g) Approve the bringing forward of the following project budgets from future financial years:

Business Unit	Project	Amount	Funding Source
District sewerage	District wide oxidation pond desludging	\$100,000	Loan

h) Notes staff continued intention to bring back a report on the future of Community Housing in Southland District.

(The meeting adjourned for lunch at 12.38pm and reconvened at 1.12pm.)

(Mayor Scott and Councillors Boparai, Byars, Duffy, Frazer, Greaney, Keast, Menzies, O'Brien, Ruddenklau, Spraggon and Wilson (video call) were present when the meeting reconvened.)

7.5 Fiordland Trails Trust grant - unbudgeted expenditure request

Record No: R/24/4/26648

Community partnership leader – Stella O'Connor was in attendance for the item.

The purpose of the report was for Council to consider whether or not to approve an unbudgeted expenditure grant of \$23,395 to the Fiordland Trails Trust from the Mararoa Waimea ward reserve.

It was noted that the grant would go towards the cost of obtaining the resource consent that had been issued for the Te Anau to Te Anau Downs Trail from the Upukerora River to Boundary Creek.

The project consent process and costs were underestimated in the trusts budget. The costs associated for obtaining a consent from the Southland District Council for consenting inputs and the consent hearing was \$33,568.26.

The Fiordland Community Board has indicated it wishes to apply to the Mararoa Waimea ward reserve for funds, as a grant to the Fiordland Trails Trust. This will contribute to the costs of the resource consent for the trust and as the board does not have delegated authority to approve expenditure from the Mararoa Waimea ward reserve Council was being asked to approve the unbudgeted expenditure.

(During discussion, Councillor Menzies left the meeting at 1.16pm and returned at 1.17pm.)

Resolution

Moved Deputy Mayor Menzies, seconded Cr Greaney **recommendations a to d and new e and f and resolved:**

That Council:

- a) Receives the report titled “Fiordland Trails Trust grant - unbudgeted expenditure request”.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Approves unbudgeted expenditure of \$23,395 excl GST (if applicable) as a grant to the Fiordland Trails Trust to contribute to the cost of their resource consent to be funded from the Mararoa Waimea ward reserve .**

new e) Acknowledge and thank the Trust for their ongoing work.

new f) Agree to hold a workshop on cycling assessment prior to the end of August 2024.

7.6 Schedule of meetings from January 2025 to the end of the triennium

Record No: R/24/3/24696

Committee advisor – Fiona Dunlop was in attendance for the item.

The purpose of the report was to present a schedule of meeting dates for the remainder of the triennium.

Meetings are scheduled up to Wednesday 8 October 2025 as election day is Saturday 11 October 2025.

Resolution

Moved Cr Ruddenklau, seconded Deputy Mayor Menzies **and resolved:**

That Council:

- a) **Receives the report titled “Schedule of meetings from January 2025 to the end of the triennium”.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Adopts the proposed schedule of Council and Finance and Assurance Committee meetings from January 2025 up to 8 October 2025:**

Date	Meeting	Time
Wednesday 29 January 2025	Council	9.30am
Wednesday 12 February 2025	Council	9.30am
Wednesday 19 February 2025	Finance and Assurance Committee	9.30am
Wednesday 5 March 2025	Council	9.30am
Wednesday 19 March 2025	Finance and Assurance Committee	9.30am
Wednesday 2 April 2025	Council	9.30am
Tuesday 15 April 2025 (Wednesday 16 April 2025 reserve day)	Council (draft annual plan hearings)	9.30am
Wednesday 30 April 2025	Council	10.00am
Wednesday 14 May 2025	Finance and Assurance Committee	10.00am
Wednesday 28 May 2025	Council	10.00am
Wednesday 11 June 2025	Finance and Assurance Committee	10.00am
Wednesday 25 June 2025	Council (adopt annual plan)	10.00am
Wednesday 30 July 2025	Council	10.00am
Wednesday 13 August 2025	Council	10.00am
Wednesday 27 August 2025	Council	10.00am
Wednesday 10 September 2025	Council	10.00am

Wednesday 24 September 2025	Finance and Assurance Committee	10.00am
Wednesday 8 October 2025	Council	9.30am

- e) **Agrees that a delegation is granted to the chief executive and the group manager finance and assurance to amend these meeting dates when necessary or required, but that the chief executive and the group manager finance and assurance must consult with the mayor and the chair of Finance and Assurance Committee prior to amending the dates.**
- f) **Agrees that in 2025 Council meetings will be held in towns in the Southland District at least twice a year.**

The meeting closed with a karakia whakamutunga as follows:

Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tātou i te rangi nei
Aroha atu, aroha mai
Tātou i a tātou katoa
Hui e! Tāiki e!

May peace be widespread
May the sea be like greenstone
A pathway for us all this day
Let us show respect for each other
For one another
Bind us all together!

The meeting concluded at 1.25pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE COUNCIL HELD ON WEDNESDAY 1
MAY 2024.

DATE:.....

CHAIRPERSON:.....

Combined policies (Revenue and Financing Policy, Rate Remission and Postponement Policy, Significance and Engagement Policy) - Feedback and Deliberations

Record no: R/24/5/35273
Author: Nicole Taylor, Finance development co-ordinator
Approved by: Anne Robson, Group manager finance and assurance

☐ Decision ☒ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is to provide information to Council on the feedback received during consultation on three policies including the draft Significance and Engagement Policy (SEP), draft Revenue and Financing Policy (RFP) and draft Rate Remission and Postponement Policy (RRPP).
- 2 Council is also being asked to consider what changes (if any) should be incorporated into the final policies prior to their adoption on 19 June 2024.

Executive summary

- 3 Drafts of the Significance and Engagement Policy (SEP), Rate Remission and Postponement Policy (RRPP) and Revenue and Financing Policy (RFP) were endorsed for consultation on 13 December 2023, 6 December 2023 and 10 April 2024 respectively.
- 4 The SEP assists Council to identify what are significant decisions and what part engagement will play in those decisions. The RRPP specifies the circumstances where Council will consider remitting (reducing) or postponing (delaying) payment of rates. The RFP provides details on how Council will fund operational and capital expenditure.
- 5 A copy of each draft policy is included in the consultation material prepared by staff for the combined policies (attachment B). The policies were available for feedback between 19 April 2024 to 20 May 2024.
- 6 Six written submissions were received with another organisation requesting information about the policies. Of the feedback/queries, five related to the SEP, four related to the RRPP and four related to the RFP.
- 7 No submitters have requested to be heard.
- 8 Of the submissions, one supported all policies as consulted on, two did not support the RFP and one did not support the RRPP. Those not supporting the policies noted concerns about rates affordability and bureaucracy. Three submitters requested specific wording changes to the SEP with one requesting an additional remission in the RRPP. Comments received on the RFP largely related to requests for resourcing or funding which are actually dealt with through the LTP process.
- 9 Given the relatively small amount of feedback and limited time available remaining to adopt the final policies, staff have prepared this report for Council to both receive and deliberate on the feedback received.

- 10 The report recommends a number of changes to the wording of the draft SEP after considering the feedback with a further change being proposed by staff to the RFP. No changes are proposed to the RRPP.
- 11 A number of other suggestions were raised in the submissions that do not relate directly to the policies. Staff are proposing that these items be considered as part of the relevant upcoming consultation process for either the LTP or representation review.
- 12 Council is therefore being asked to receive the feedback on the draft policies and indicate:
 - what changes to the draft policies (if any) are recommended based on the feedback; and
 - what additional information, if any, may be needed to support Council's adoption of the final policies.
- 13 The final draft of each policy will then be presented to Council for adoption on 19 June 2024.

Recommendation

That Council:

- a) receives the report titled “Combined policies (Revenue and Financing Policy, Rate Remission and Postponement Policy, Significance and Engagement Policy) - Feedback and Deliberations”.
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) receives the written submissions on the draft Significance and Engagement Policy, draft Rate Remission and Postponement and draft Revenue and Financing Policy.
- e) recommends that feedback received relating to the Long Term Plan and Representation Review considered as part of relevant separate consultation processes.
- f) recommends that the following amendments be made to the draft Significance and Engagement Policy to:
 - (i) increase the visibility of engagement with mana whenua, including changing mana whenua to partners rather than stakeholders and other wording changes suggested by Te Ao Marama
 - (ii) ensure the policy wording matches that contained within the Local Government Act 2002 s 76AA(2)
 - (iii) include an interpretation section to explain key terms.
 - (iv) amending the wording “disproportionately impacted” in Appendix 2 with “experiencing inequities” to read *How are people impacted by the matter? Are particular groups experiencing inequities? (such as Māori, socio- economic groups)*
- g) recommends that no change be made to the draft Rate Remission and Postponement Policy.
- h) recommends that the draft Revenue and Financing Policy be amended to include development and financial contributions as a funding source for stormwater capital expenditure in section 3.2.2 to align with the draft Development and Financial Contributions Policy currently being consulted on.
- i) recommends that staff present the updated policies incorporating the changes outlined in resolutions (f) and (h) and incorporating any other amendments agreed to Council for adoption on 19 June 2024.

Background

- 14 The Local Government Act (LGA) 2002 requires Council to adopt the following three policies.

Significance and Engagement Policy (SEP) – s76AA

- 15 The SEP assists Council to identify what are significant decisions and what part engagement will play in those decisions.
- 16 The draft policy included a number of changes. These included introducing a set of questions to assess how significant a matter is, including ones on the impact on Māori, and the effect of climate change. The policy also focussed the significance criteria assessment on the nature of the impact rather than the quantum of the impact, creating categories of significance and explaining what they mean and how they relate to the level of engagement. The section on engaging with iwi/hapū was also expanded. The SEP also identified Council's strategic assets with no changes proposed to this list.
- 17 Council received feedback from four submitters on the draft SEP. All submitters indicated support for the proposed policy in some way, with four submitters suggesting some changes to the policy wording. The key points to note from the feedback include:
- requests to provide greater visibility around engaging with mana whenua and requesting the policy recognise Māori as a standalone partner and altering wording around engaging with iwi and full references to the The Charter of Understanding – He Huarahim ō Ngā Uri Whakatupu (2016) and other subsequent agreements and relevant iwi documents
 - support for recognising the four local rūnanga - Waihopai, Awarua, Oraka Aparima and Hokonui - as partners in the draft Policy particularly for matters relating to cultural heritage
 - requesting early and ongoing consultation by Council with HNZPT staff regarding any works affecting historic heritage included on the New Zealand Heritage List/Rārangi Kōrero and works that may affect archaeology.
 - requesting Council use wording consistent with LGA 2002 (76AA(2)) to provide clarity on what the policy addresses and include an interpretation section with key terms to provide greater clarity
 - support for Council's approach to not use a "one size fits all" approach to engagement
- 18 In addition, Health New Zealand contacted staff to ask whether Council can provide a clearer/stronger definition of what groups could be "disproportionately impacted?" in the policy as discussed in appendix 2. Staff have taken advice from Health New Zealand about what this might encompass and see merit in their suggestion. As such staff are proposing to amend the final policy wording in the appendix to read "*How are people impacted by the matter? Are particular groups experiencing inequities? (such as Māori, socio- economic groups)*".

Rate Remission and Postponement Policy (RRPP) - LGA s109 and s110

- 19 The RFP specifies the circumstances where Council will consider remitting (reducing) or postponing (delaying) payment of rates.
- 20 The draft policy included a proposal for two new remissions – one for water meter rates attributable to water leaks and the other for non-contiguous rural properties using Crown or Council land to be treated as one unit for rating purposes. The draft policy also proposed a

number of other adjustments to wording and objectives generally and to comply with new legislative requirements to support for the principles in the Preamble to the Te Ture Whenua Māori Act 1993.

- 21 Council received feedback from three submitters about the draft policy. One submitter indicated that they did not support the policy. One submitter supported the policy as drafted with another submitter encouraging Council to introduce a remission of rates for landowners of historic heritage that includes all entries on the New Zealand Heritage List/Rārangī Kōrero and providing heritage incentives to promote the protection and conservation of historic heritage. No direct comments were received on the specific changes Council was proposing to the policy.
- 22 In addition, Health New Zealand separately contacted staff seeking clarification about what processes Council uses to communicate or advertise the policy especially the postponement option for extreme financial hardship. For elected members information, in most instances rating staff talk to ratepayers about the option for remission or postponement when they are dealing with ratepayers who are having difficulty paying rates. Information is also available on Council's website and on the back of the first rates assessment and staff work in partnership with budget advisory services when dealing with individuals who are having difficulty paying. There have been very few instances of postponement requests from ratepayers given that several banks offer reverse mortgages and ratepayers are generally reluctant to reduce equity in their properties.

Revenue and Financing Policy (RFP) – LGA s102 and s103

- 23 The RFP provides details on how Council will fund operational and capital expenditure. The policy sets out the funding tools available to use (e.g. rates, user fees and charges, grants, borrowing, reserves etc), the factors considered when deciding which tool to use and the choices Council has made on how to fund the operating and capital expenses of each activity.
- 24 Few substantive or material changes were made to the draft policy. The main changes included adjustments to the proportions of funding for several sub activities as well as some additional wording and structure changes to the policy generally and to comply with new legislative requirements to support for the principles in the Preamble to the Te Ture Whenua Māori Act 1993. While the draft policy made no changes to the operational funding sources for the Te Anau Airport, it did signal that a decision on this will be made as part of the consultation on the LTP 2024 - 2034.
- 25 Council received feedback from four submitters about the draft policy. Two submitters indicated that they did not support the policy and made general comments relating to the level of Council rates and bureaucracy. One submitter supported the policy as drafted with another submitter suggesting that Council provide funding or resources for a number of heritage related initiatives. No direct comments were received on the specific changes Council was proposing to the policy.
- 26 In addition, paragraphs 31 to 35 below indicate that staff are proposing a further change to stormwater funding sources in section 3.2.2 of the RFP which is not connected to the feedback received. The proposed change would see development and financial contributions included as a stormwater capital expenditure funding source to align with the draft Development and Financial Contributions Policy endorsed by Council for consultation on 29 May 2024.

Issues

- 27 The consultation survey and form asked whether submitters supported each of the proposed policies, whether any changes were sought and asked for comment in relation to their views on each policy.

- 28 Council received six submissions. Three were received through make it stick, Council's online submission platform, and the remainder by email.
- 29 The table below summarises the key feedback received for each of the policies and includes a staff recommendation and explanatory comment to assist Council to consider what changes, if any, are required to the policies. Any recommended changes have been reflected in the report recommendations.
- 30 Council is asked to review the staff recommendations and the proposed changes to the policies as noted in the table and identify any other changes that may be required.

No	Name	Feedback summary, staff recommendation and notes
Significance and engagement policy		
1.1	Te Ao Marama	<p>In principle support having a policy with specific comments on the draft policy including:</p> <ul style="list-style-type: none"> - In general, limited visibility within document around engaging with mana whenua eg first full paragraph around engaging iwi and referencing Te Tiriti is page 6 - Criteria for determining significance places Māori in as a 'particular group' and embedded in alongside other groups ie not as a standalone partner (see page 2 'how to assess significance' and further reference page 4) - The first paragraph of 'When and how to engage with iwi, page 6' could be worded better. - Third paragraph of the same section references mana whenua as 'stakeholders' rather than partners. Again, worded better. - Reference in full 'The Charter of Understanding – He Huarahim ō Ngā Uri Whakatupu (2016) and other subsequent agreements and relevant iwi documents developed. - Suggested that Council view other Significance and Engagement Policies for drafting guidance eg Environment Southland, Otago Regional Council <p>Staff recommendation and notes</p> <p>That Council adjusts the draft policy as suggested, including changing mana whenua to partners rather than stakeholders. Staff also recommend making the other wording changes suggested.</p>
2.7	Heritage New Zealand Pouhere Taonga	<p>Encourage early and ongoing consultation by Council with HNZPT staff regarding any works affecting historic heritage included on the New Zealand Heritage List/Rārangi Kōrero and works that may affect archaeology. The Heritage New Zealand Pouhere Taonga Act 2014 and the Building Act 2004 also include provisions requiring the Council to consult with HNZPT under certain circumstances.</p> <p>Staff recommendation and notes</p> <p>That Council adds the need for early and ongoing consultation with HNZPT to project communication and engagement plans.</p> <p>In practice Council staff routinely liaise with Heritage NZ where physical work involves or affects historic heritage sites.</p>
2.8	Heritage New Zealand Pouhere Taonga	<p>Heritage NZ supports the recognition of the four local rūnanga - Waihopai, Awarua, Oraka Aparima and Hokonui - as partners in the draft Policy and states that for matters relating to cultural heritage, mana whenua should be consulted, as well as HNZPT, in the first instance.</p> <p>Staff recommendation and notes</p> <p>That Council notes the support and feedback.</p>
3.1	Southland Federated Farmers of New Zealand	<p>Notes that the purpose section of the policy references s76AA(2) of the LGA but advises that the wording in the section is inconsistent as underlined and requests Council use the wording from the Act to provide clarity on what the policy addresses:</p> <ul style="list-style-type: none"> • "to enable 'Council' <u>and its communities</u> to identify the degree of significance attached to issues, proposals, <u>assets</u>, decisions, and activities; <u>and</u> • to provide clarity about how and when communities can expect to be engaged in decisions about <u>different</u> issues, <u>assets</u>, or other matters; <u>and</u> proposals or decisions. <p>Staff recommendation and notes</p>

No	Name	Feedback summary, staff recommendation and notes
		That Council adjusts the policy to make the recommended changes to align with the legislation.
3.2	Southland Federated Farmers of New Zealand	<p>Recommends using an interpretation section with key terms, especially where those terms are already defined by the Act (e.g. Determining the level of significance).</p> <p>Staff recommendation and notes</p> <p>That Council amends the policy to include a table explaining terms as suggested.</p>
3.3	Southland Federated Farmers of New Zealand	<p>Support stakeholder engagement and community connections as a key part of Councils role. Is pleased to see Councils statement that "Southland community is at the heart of Councils purpose, vision and mission" and the importance to Council of "building on existing relationships and networks with individuals and communities". Sees this as a crucial part of any engagement with community, that relationships are built so that all parties can understand perspectives and gives voice to the rural communities. Also agrees with the Councils approach to not use a "one size fits all" approach to engagement.</p> <p>Staff recommendation and notes</p> <p>That Council notes the support.</p>
5.1	Anonymous (2)	<p>Supports the proposed policies as drafted.</p> <p>Staff recommendation and notes</p> <p>That Council notes the support.</p>
Rate remission and postponement policy		
2.5	Heritage New Zealand Pouhere Taonga	<p>Encourages Council to introduce a remission of rates for landowners of historic heritage that includes all entries on the New Zealand Heritage List/Rārangī Kōrero.</p> <p>Request Council establish alternative heritage incentives, available for both private owners of historic places and charitable trusts. There are a range of incentives Council could utilise to promote the protection and conservation of historic heritage, including allocating a dedicated fund for conservation works to heritage places and the provision of specialist advice to heritage building owners.</p> <p>Staff recommendation and notes</p> <p>That Council notes the feedback with no change to the policy.</p> <p>Council is also asked to consider whether an additional heritage initiative fund (to provide grants in lieu of remissions) should be investigated further by staff.</p> <p>Under the Local Government Rating Act (2002) land owned or used for the purposes of Heritage New Zealand Pouhere Taonga is non-rateable.</p> <p>In terms of remission for other heritage properties, Council's policy currently provides remission on land owned by a ratepayer and used for the purpose of a public hall, library, museum, art gallery, community service, healthcare or other similar institution which provide a benefit to the community as a whole. While the remission does not specifically provide for remission on any heritage land it would be applicable to some heritage land which is used in this way.</p> <p>At the time of writing staff are not aware of any specific Council provided financial support available for private owners of heritage buildings. There are around 74 properties of historic heritage value recognised within Council's District Plan which gives an idea of potential list of properties which may be considered eligible for remission (refer HH-SCHED1-Historic Heritage Items - eplan.southlanddc.govt.nz/eplan/rules/0/65/0/0/0/29).</p> <p>In addition, the current policy also refers to grants in lieu of remission where there is a community benefit gained from providing a remission. Staff are of the opinion that if Council is interested in supporting heritage initiatives as outlined in the submission, a grant type arrangement would be more effective than a rate remission. This is because a grant would enable funds to be targeted to specific heritage projects rather than being a blanket remission for all heritage properties which may or may not be used by the owner to invest in preservation of the heritage property. However, such an approach would require Council</p>

No	Name	Feedback summary, staff recommendation and notes
		<p>to either provide additional funding for heritage type grants in the LTP or reallocate existing grant funds for this purpose.</p> <p>If Council are interested in investigating this further, it is recommended that staff be asked to work with Heritage NZ to better understand the types of properties on the register and what approaches are used by other Council's to incentivise heritage preservation to report back to Council on the findings and an estimate of likely financial cost.</p> <p>In addition, Council also currently provides funding for heritage activities from several funds including the Southland Regional Heritage Fund and District Heritage Fund. Most of this funding is allocated towards supporting various museum operations throughout Southland with some funding also available for one-off projects like war memorial preservation.</p>
4.3	Anonymous (1)	<p>Does not support the policy.</p> <p>Staff recommendation and notes</p> <p>That Council notes the feedback.</p>
5.1	Anonymous (2)	<p>Supports the proposed policies as drafted.</p> <p>Staff recommendation and notes</p> <p>That Council notes the support.</p>
Revenue and Financing Policy		
2.1	Heritage New Zealand Pouhere Taonga	<p>Supports the community outcomes and notes conservation and management of heritage contribute to the realisation of outcomes.</p> <p>Staff recommendation and notes</p> <p>That Council notes the support.</p>
2.2	Heritage New Zealand Pouhere Taonga	<p>Recommends that resources are allocated to the development of a Heritage Strategy which would provide direction for the conservation, maintenance and development of heritage places and initiatives across the District. A Heritage Strategy would allow for a coordinated approach, avoid the consideration of heritage in isolation from other matters and provide opportunities for early consultation with HNZPT where appropriate.</p> <p>Staff recommendation and notes</p> <p>That Council notes the feedback with no change to the policy. That Council consider the request for the development of heritage strategy as a submission to the upcoming LTP consultation process in terms of funding and resource allocation for developing its development.</p> <p>The policies consulted on do not allocate resources or set out specific programmes of works. This is done via the LTP which sets the budgets and programme of works for the next three years in detail. As such, if Council supports the idea of developing of a heritage strategy, additional or reprioritised funding and a timeline for this work will need to be included in the LTP programme/budgets with input from appropriate departments who have a role to play in maintaining and developing heritage places/initiatives. As such staff believe it is more appropriate for this to be considered by Council as part of the LTP submission process. In addition, Heritage NZ has provided similar feedback in relation to earthquake prone buildings about developing a heritage fund/strategy in the past, however staff are not aware of a decision being made to progress development of either. In terms of context, any strategy and/or fund would need to be clear about the outcomes/benefits being sought and the type of heritage places/initiatives targeted and any conditions about their use (open to public, private properties etc) to be included or eligible for support.</p>
2.3	Heritage New Zealand Pouhere Taonga	<p>Encourages cyclical maintenance plans to be developed for each historic place owned by the Council and a budget set aside for these works to be undertaken on a regular basis.</p> <p>Staff recommendation and notes</p> <p>Council notes the feedback and makes no change to the policy. Council plans for maintenance of our community facilities as part of the LTP and funding has been included in the budgets for regular maintenance as part of this. Community facilities staff have</p>

No	Name	Feedback summary, staff recommendation and notes
		advised that they believe the only Council heritage site is the actual Anzac Oval area as part of the Winton Historical area which includes the band rotunda building (which is not listed as a historical building). As such, Heritage NZ is encouraged to contact staff to identify any specific heritage maintenance issues they may be aware of in relation to heritage sites they believe are Council owned.
2.4	Heritage New Zealand Pouhere Taonga	<p>Recommends that Council undertake best efforts to avoid identified inground archaeological sites in close proximity to any Council proposed LTP projects in the first instance. If avoidance is not possible, the associated costs and timeframes need to be factored into project budgeting and planning.</p> <p>Staff recommendation and notes</p> <p>That Council notes the feedback with no change to the policy.</p> <p>Typically, archaeological site issues are considered as part of project scoping and planning where these sites have been identified.</p>
4.1	Anonymous (1)	<p>Does not support the policy and commented that Council should stop putting people out of their homes. Rates etc are getting to dear to afford owning a home.</p> <p>Staff recommendation and notes</p> <p>That Council notes the feedback with no change to the policy.</p> <p>The cost of each activity and therefore the total amount of funding and rates needed is determined separately in the LTP. As such staff recommend that the feedback be considered as a submission to the upcoming LTP consultation process in terms budgeted rates and affordability.</p>
4.2	Anonymous (1)	<p>States that the decision for the community boards to combine has been at the detriment of the smaller towns. The new committee needs a rule around it that there should be a representative living in each town to be fair.</p> <p>Staff recommendation and notes</p> <p>That Council notes the feedback with no change to the policy.</p> <p>Staff recommend that Council consider this as a submission feeding into the upcoming representation review given this is the process where decisions about representation arrangements and the makeup of community boards is considered. This would include considering whether community boards should be determined using subdivisions to represent certain towns/areas. Council may also want to separately consider how the feedback from various town/spaces can be included/sought in decision making processes.</p>
6.1	Anonymous (3)	<p>Does not support the policy noting Council is a drain on the ratepayer. Suggested that Council cut bureaucracy and streamline the policy so layers of bureaucracy are limited.</p> <p>Staff recommendation and notes</p> <p>That Council notes the feedback.</p> <p>The policy has been written to comply with the LGA requirements around what to consider when funding activities. As such there is limited ability to streamline aspects of the policy. The policy also remains largely consistent with prior years which has helped to reduce the time required to draft. The submitters comment about the level of rates relates to the LTP rather than the policy as this is where the cost of each activity and therefore the total amount of funding and rates needed is determined.</p>
5.1	Anonymous (2)	<p>Supports the proposed policies as drafted.</p> <p>Staff recommendation and notes</p> <p>That Council notes the support.</p>

Proposed staff change to draft Revenue and Financing Policy

Addition of development and financial contributions as a stormwater funding source

- 31 While the draft RFP was out for consultation staff working on the review of the draft Development and Financial Contributions Policy noted that the RFP has not specifically identified development and financial contributions as a source of funding for stormwater capital expenditure in the detailed activity funding needs analysis (section 3.2.2 page 16).
- 32 Given that the Long Term Plan 2024-2034 includes demand related project capital expenditure for a stormwater project in Te Anau, staff believe that it is appropriate that the policy be adjusted to show development and financial contributions as a possible funding source for this activity in the final RFP. This change would also bring the RFP into line with the draft Development and Contributions Policy which was endorsed for consultation by Council on 29 May 2024.
- 33 In suggesting this approach, staff have considered whether the addition of this funding source following the consultation process would be a material or significant change from the policy consulted on and whether this change would require additional consultation.
- 34 Staff are of the view that given that development contributions (DCs) are proposed to remain in remission in the draft Development and Financial Contributions Policy, the change would have no financial impact. In addition, if Council decided to take DCs out of remission, the level of contribution for stormwater would be relatively low (\$543 for Mararoa Waimea Ward only). Furthermore, with consultation yet to occur on the draft Development and Financial Contributions Policy, there will be an opportunity for the community to provide feedback about the proposed inclusion of DC's for stormwater which could inform any future reviews of the RFP.
- 35 Given this, staff do not consider the effect of this change to be significant. As such staff are recommending that final RFP be amended to include development contributions as an appropriate source of capital expenditure funding for providing additional capacity in stormwater.

Factors to consider

Legal and statutory requirements

- 36 Council is required to prepare, consult, and adopt these policies under sections 76AA (SEP), 102 and 103, 109 and 110 (RFP/ RRPP) of the LGA 2002. Council is required to review these policies by 30 June 2024.
- 37 Council has undertaken consultation on the draft policies in accordance with the principles of consultation outlined in section 82 of the LGA. The proposal was made publicly available and people were encouraged to give their feedback.
- 38 If Council endorses significant changes from what was included in the draft policies consulted on and outside of feedback that was given by submitters, Council may be required to re-consult.

Community views

- 39 A summary of the community views captured through the feedback process on the draft policies, has been outlined in the issues section of this report. The full submission booklet is also attached as appendix A.
- 40 Under Section 78 of the LGA, Council must, when deciding how to proceed, consider the views and preferences of persons likely to be affected by, or to have an interest in, the matter. There is no requirement to agree with submitters, but Council must consider the views that have been expressed, with an open mind.

- 41 Of the submissions, one supported all policies as consulted on, two did not support the RFP and one did not support the RRPP. Those not supporting the policies noted concerns about rates affordability and bureaucracy. Three submitters requested specific wording changes to the SEP with one requesting an additional remission in the RRPP. Comments received on the RFP largely related to requests for resourcing or funding which are actually dealt with through the LTP process.
- 42 Staff are recommending a number of changes to the policies after considering the feedback. A number of other suggestions were raised in the submissions that do not relate directly to the policies. Staff are proposing that these items be considered as part of the relevant consultation process for either the LTP or representation review.
- 43 The consultation was promoted through two stories on Council's news page in the Express and Ensign during the month, and posts on the Council Facebook page, the community board pages and the community pages.

Costs and funding

- 44 Costs associated with consultation and adoption of the policies will be met within current Council budgets. Costs include staff time and advertising.
- 45 If Council was to support the suggestion from one submitter for a heritage strategy, heritage incentives and rate remissions for heritage land, the cost of these will need to be assessed and included in the LTP 2024-2034 budgets or future Annual Plans.
- 46 If Council decides to introduce rate remissions on all/some entries on the New Zealand Heritage List from 1 July 2024, the policy will need to be updated to detail the extent of remission and any criteria. Staff will also need to identify the relevant properties in the rating information database in conjunction with Heritage New Zealand. Such a change would reduce the rates paid by these properties and result in an increase for all other properties.

Policy implications

- 47 The additional change being proposed by staff to the draft RFP to include development and financial contributions as a stormwater capital expenditure funding source is to ensure that the policy is consistent with the updated draft Financial and Development Contributions Policy currently out for consultation.
- 48 In addition, given that the Council is yet consult on the LTP, there may be additional changes required to the RFP after it is adopted and where the LTP submission process results in material changes to activity funding sources. One such change may be to the level of general rate funding towards operational costs for Te Anau - Manapouri airport. Staff will assess the significance of any changes to funding sources or the mix of funding flowing out of the LTP consultation process to determine whether further consultation on the RFP would be required.

Analysis

Options considered

- 49 The following reasonably practicable options have been identified:
- 50 Option 1 – that Council receive the feedback and endorse staff recommendations on the draft policies for adoption, including any amendments agreed at the meeting.
- 51 Option 2 – that Council receive the feedback and propose a different way forward.

Analysis of Options

Option 1 – that Council receive the feedback and endorse staff recommendations on the draft policies for adoption, including any amendments agreed at the meeting.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the policy wording reflects aspects of the community feedback providedCouncil will be closer to completing the policy reviews by the required statutory timeframe of 30 June 2024enables funding and resourcing requests from some submitters to be considered as part of the LTP process and final budget settingprovides clarity on how the final policies should be drafted for adoption.	<ul style="list-style-type: none">some feedback did not support the policiessome submitters may not expect their feedback to be considered as part of the LTP process.

Option 2 – that Council receive the feedback and propose a different way forward.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">would give clarity on Council's preferred approach.	<ul style="list-style-type: none">depending on the approach proposed, may mean the policies are not able to be amended and adopted within the statutory timeframe or that more analysis may be required before a decision can be made.

Assessment of significance

- 52 Staff have assessed receiving and deliberating on the feedback for the three policies as not significant based on the recommendations outlined in the report.

Recommended option

- 53 Option 1 – that Council receive the feedback and endorse staff recommendations on the draft policies for adoption, including any amendments agreed at the meeting.

Next steps

- 54 If Council endorses the proposed changes to the policies, the final policies will be presented for adoption on 19 June 2024 and take effect from 1 July 2024.
- 55 A copy of the final RFP and SEP will be included in the LTP 2024-2034 for adoption in August 2024. The RFP may also need to be further amended for any minor changes resulting from Council's consideration of feedback on the LTP consultation document. Any significant changes may require additional consultation.
- 56 Staff would also write to the people who submitted informing them of the Council's decisions and policy adoption.

Attachments

- A Booklet of feedback received on combined policies
- B Combined policy consultation material including draft SEP, RFP and RRPP policies



Combined policy feedback 2024

Feedback received on:

Significance and Engagement Policy

Revenue and Financing Policy

Rate Remission and Postponement Policy

Southland District Council
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1. Te Ao Marama



Proposed policies feedback form

1. NAME AND CONTACT INFORMATION	
Are you submitting as an individual or organisation?	
<input type="radio"/> Organisation	<input type="radio"/> Individual
Name: Te Ao Marama	On behalf of (if applicable):
Postal address: 98	
Address 2: Yarrow Street	
City/Town: Invercargill	Postal Code: 9810
Email address: 	
Daytime phone:	Mobile phone:
Would you like to present to feedback in person at the hearing scheduled for 5 June 2024? <i>If so we will in touch to arrange a time</i>	
<input type="radio"/> Yes <input type="radio"/> No	
If you have any supporting documents you would like to add, please feel free to attach them to this form and send your completed form to us via: <ul style="list-style-type: none"> - email sdcc@southlanddc.govt.nz, or - post (Southland District Council, PO Box 903, Invercargill 9840) or - drop into a Council office. 	
Privacy Southland District Council, 15 Forth St. Invercargill, is collecting and will hold your personal information for the purpose of you providing your feedback to us on the proposed Revenue and Financing Policy 2024, proposed Rate Remission and Postponement Policy 2024 and Proposed Significance and Engagement Policy 2024. To complete the feedback form we need your name and contact details and for you to agree to our policy found here: Southland District Council Privacy Policy You can ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. Feedback you provide to us will be disclosed in full as part of feedback provided to Councillors and the public, on our websites, in agendas and in our area offices. You can also request us not to release your personal details publicly. By checking this box you confirm you agree and consent to the collection, use, disclosure and retention of your information in accordance with the Southland District Council Privacy Policy .	
<input type="radio"/> Agree	

Thank you for your feedback.
Feedback closes at 5pm on 20 May 2024

A. PROPOSED REVENUE AND FINANCING POLICY	YES	NO
1. Do you generally support the proposed revenue and financing policy?	<input type="radio"/>	<input type="radio"/>
Please provide any comments to explain your response below.		
N/A		
	YES	NO
2. Would you like Council to make any changes to the proposed revenue and financing policy?	<input type="radio"/>	<input type="radio"/>
If yes, please detail the changes in the space provided below.		
N/A		
OTHER COMMENTS		
3. If you have any other comments on the proposed revenue and financing policy, please detail here.		
N/A		

B. PROPOSED RATE REMISSION AND POSTPONEMENT POLICY	YES	NO
4. Do you generally support the proposed rate remission and postponement policy?	<input type="radio"/>	<input type="radio"/>
Please provide any comments to explain your response below.		
n/a		
	YES	NO
5. Do you support the proposed new remission for water meter rates attributable to water leaks (section 1.11)?	<input type="radio"/>	<input type="radio"/>
Please detail any reasons for your response in the space provided below.		
n/a		
	YES	NO
6. Do you support the proposed new remission for non-contiguous properties using Crown or Council land (section 1.12)?	<input type="radio"/>	<input type="radio"/>
Please detail any reasons for your response in the space provided below.		
N/A		

	YES	NO
7. Would you like Council to make any other changes to the proposed rate remission and postponement policy?	<input type="radio"/>	<input type="radio"/>
If yes, please detail the changes in the space provided below.		
n/a		
OTHER COMMENTS		
8. If you have any other comments on the proposed rate remission and postponement policy, please detail here.		
n/a		

1.

C. PROPOSED SIGNIFICANCE AND ENGAGEMENT POLICY		YES	NO
9. Do you generally support the proposed significance and engagement policy?		<input type="radio"/>	<input type="radio"/>
Please provide any comments to explain your response below.			
In principle we support having a Significance and Engagement policy.			
		YES	NO
10. Would you like Council to make any changes to the proposed significance and engagement policy?		<input checked="" type="radio"/>	<input type="radio"/>
If yes, please detail the changes in the space provided below.			
See attached high level comments.			
OTHER COMMENTS			
11. If you have any other comments on the proposed significance and engagement policy, please detail here.			
See attached high level comments.			

Significance and engagement policyFeedback

- In general, limited visibility within document around engaging with mana whenua eg first full paragraph around engaging iwi and referencing Te Tiriti is page 6
- Criteria for determining significance places Māori in as a 'particular group' and embedded in alongside other groups ie not as a standalone partner (see page 2 'how to assess significance' and further reference page 4)
- The first paragraph of 'When and how to engage with iwi, page 6' could be worded better.
- Third paragraph of the same section references mana whenua as 'stakeholders' rather than partners. Again, worded better.
- Reference in full 'The Charter of Understanding – He Huarahim ō Ngā Uri Whakatupu (2016) and other subsequent agreements and relevant iwi documents developed.
- See other Significance and Engagement Policies for drafting guidance eg Environment Southland, Otago Regional Council



HERITAGE NEW ZEALAND
POUHERE TAONGA

15 May 2024

Southland District Council
PO Box 903
Invercargill 9840

Via email: sdcsouthlanddc.govt.nz

Tēnā koe,

FEEDBACK OF HERITAGE NEW ZEALAND POUHERE TAONGA ON THE SOUTHLAND DISTRICT COUNCIL COMBINED POLICIES CONSULTATION 2024

To: Southland District Council

Name of submitter: Heritage New Zealand Pouhere Taonga

1. Thank you for the opportunity to provide feedback on the Combined Policies Consultation 2024.

Roles and Responsibilities of Heritage New Zealand Pouhere Taonga

2. Heritage New Zealand Pouhere Taonga is an autonomous Crown Entity with statutory responsibility under the Heritage New Zealand Pouhere Taonga Act 2014 (HNZPTA) for the identification, protection, preservation and conservation of New Zealand's historic heritage and cultural values. This includes cultural heritage, sites of significance to Māori and archaeological sites.

The specific parts of the draft Policies that this HNZPT feedback relates to are:

3. Providing for the conservation of historic heritage within Southland District which allows for the continued use and appreciation of that heritage.
4. Works that may affect places or areas entered on the New Zealand Heritage List/ Rārangī Kōrero (the List) and ongoing consultation with HNZPT regarding these projects.
5. Southland District Council's obligations under the HNZPTA regarding archaeological authorities.

Draft Revenue and Financing Policy

6. Conservation of Southland's heritage is fundamental to maintaining and enhancing the District's environment, community wellbeing and economy. HNZPT supports the community outcomes set out in the draft Revenue and Financing Policy 2024-2034 document. The conservation and management of heritage, including cultural heritage and archaeology, will contribute to the realisation of these outcomes. Further, HNZPT recommends that resources are allocated to the development of a Heritage Strategy which would provide direction for the conservation, maintenance and development of heritage places and initiatives across the District. A Heritage Strategy would allow for a coordinated approach, avoid the consideration of heritage in isolation from other matters and provide opportunities for early consultation with HNZPT where appropriate.
7. There are a number of places entered on the New Zealand Heritage List/Rārangī Kōrero for which the Southland District Council are responsible. Historic heritage places require regular checks, maintenance and, ideally, an ongoing use, to ensure their longevity. HNZPT encourages cyclical maintenance plans to be developed for each historic place owned by the Council and budget set aside for these works to be undertaken on a regular basis.
8. The replacement, restoration or maintenance of assets may include ground disturbance that could affect archaeological sites. Archaeological sites are legally protected under sections 42(1) and 42(2) of the HNZPTA. An archaeological authority is required for any works that may modify or destroy an archaeological site, including demolition of a building constructed prior to 1900. These works may therefore require archaeological authorities to be obtained from HNZPT prior to works being undertaken. HNZPT recommends that Council undertake best efforts to avoid identified archaeological sites in close proximity to the proposed projects in the first instance. If avoidance is not possible, the associated costs and timeframes need to be factored into project budgeting and planning.

Draft Rate Remission and Postponement Policy

9. As the Council is aware, financing maintenance and seismic strengthening of historic buildings, particularly in smaller rural centres, can be challenging for owners. HNZPT encourages the Council to institute a remission of rates for landowners of historic heritage, and we encourage this policy to include all entries on the New Zealand Heritage List/Rārangī Kōrero.
10. Further HNZPT supports the establishment of alternative heritage incentives, available for both private owners of historic places and charitable trusts. There are a range of incentives Council could utilise to promote the protection and conservation of historic heritage, including allocating a dedicated fund for conservation works to heritage places and the provision of specialist advice to heritage building owners.

3.

Draft Significance and Engagement Policy

11. Historic heritage is defined as a matter of national significance under section 6(f) of the Resource Management Act 1991. We encourage early and ongoing consultation with HNZPT staff regarding any works affecting historic heritage included on the New Zealand Heritage List/Rārangī Kōrero and works that may affect archaeology. The Heritage New Zealand Pouhere Taonga Act 2014 and the Building Act 2004 also include provisions requiring the Council to consult with HNZPT under certain circumstances.
12. HNZPT supports the recognition of the four local rūnanga - Waihopai, Awarua, Oraka Aparima and Hokonui - as partners in the draft Policy. As is stated, “mana whenua have a wealth of knowledge about the cultural, natural, physical and social environment and are key players in regional economic development, so there are many times input from mana whenua will inform and enrich the work of Council”. For matters relating to cultural heritage, mana whenua should be consulted, as well as HNZPT, in the first instance.

Heritage New Zealand Pouhere Taonga recommends:

13. HNZPT is in general support of the draft Revenue and Financing Policy, the draft Rates Remission and Postponement Policy and the draft Significance and Engagement Policy. The recommended amendments to these policies, as set out above, will better provide for the conservation of Southland District’s historic heritage.
14. Please do not hesitate to get in contact should you have any questions on the contents of this feedback.

Ngā mihi,



Christine Whybrew
Director Southern Region

Address for Service:

Fran Davies
Planner
Heritage New Zealand Pouhere Taonga
PO Box 5467
Dunedin 9058

Email:



Federated Farmers of New Zealand

Feedback to Southland District Council on the Combined Policies Consultation 2024

20 May 2024



0800
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.ORG.NZ

Page 11

3.

**FEEDBACK TO SOUTHLAND DISTRICT COUNCIL ON THE COMBINED
POLICES CONSULTATION 2024**

To: Southland District Council

Name of submitter: Federated Farmers of New Zealand

Contact: **Jason Herrick**
SOUTHLAND PRESIDENT
Federated Farmers of New Zealand



Contact: **Eleanor Linscott**
SENIOR POLICY ADVISER



Address for service:



3.

1.1 GENERAL FEEDBACK

- 1.2 Federated Farmers welcomes the opportunity to submit feedback on the Southland District Council's combined policies consultation 2024.
- 2.1 Agriculture is the largest business sector in Southland based on GDP. Agriculture is also one of the biggest employers in the district. The supporting industries that rely on the primary also contribute hugely to the district. Rural communities thrive because of the social fabric of the primary sector supporting and volunteering, ensuring that the community structure thrives, eg schools, fire brigades etc.
- 2.2 Federated Farmers represents 1021 farmer members in the Southland District Council – farmers represent 23% of the rate payers within the district.

Significance and Engagement Policy

- 2.3 The Significance and Engagement Policy is an important document for the community as it provides clarity on how local voices can be heard on issues that impact their wellbeing.
- 2.4 Southland Federated Farmers notes that the Significance and Engagement policy introduction quotes directly from the Local Government Act 2002, section 76AA(1).
- 2.5 The "purpose" section of the policy also references s76AA(2) of the Act, however, the wording in the policy is not the same that is in the Act.
- 2.6 Councils policy refers to the purpose of the policy being to "enable Council to identify the degree of significance attached to issues, proposals, or decisions". The Act at s76AA(2) is worded differently. The different wording from the Act is underlined below (for example):
 - "to enable 'Council' and its communities to identify the degree of significance attached to issues, proposals, assets, decisions, and activities; and
 - to provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters; and proposals or decisions
- 2.7 We encourage the Council to use the wording from the Act to help provide clarity in terms of what the policy addresses. However, where there are slight differences or edits from what is in the Act, for example, removing the phrase "and its communities" from the Act wording, it changes the context and the meaning of the purpose. The Act in its phrasing was inclusive in including both council and its communities – but with the draft policy excluding the phrase changing the meaning and interpretation of the statement.
- 2.8 Similarly with the edits to the phrasing where words or terms from the Act are excluded may have the result of making the Council policy confusing in terms of what the Act specifies.
- 2.9 The purpose description from the policy also states that:

Federated Farmers Feedback to the Southland District combined policies consultation 2024

3.

“...to guide staff on how to identify and assess the significance of issues and what engagement is needed” and
“...to enable staff to report to Council on that assessment”.

2.10 The Act under section 76(AA)(2) in terms of purpose states instead:

“To inform ‘Council’ from the beginning of a decision making process about –

- The extent of any public engagement that is expected before a particular decision is made, and
- The form or type of engagement required”

2.11 The difference between what the Act is stating in terms of purpose of the policy and what the draft policy states could be confusing for ratepayers. Clarity in terms of what is required by the act and aligning directly with the draft council policy would help avoid confusion.

2.12 For example, even the switching of council (ie Local Authority in the Act) with ‘staff’ narrows down the interpretation of what was in the Act. Did the Act mean that Local Authority was only staff and not including the Councillors?

2.13 Federated Farmers would recommend use of an interpretation section with key terms, especially where those terms are already defined by the Act.

2.14 The phrasing used in the “Determining the level of significance” is using some of the definition of “Significance” from the Act – but not all. With the inclusion of an interpretation section, it would help clarify terminology and then allow Council to define its policy within that framework.

2.15 In terms of “Engagement”, Federated Farmers is pleased to see Councils statement that “Southland community is at the heart of Councils purpose, vision and mission” and the importance to Council of “building on existing relationships and networks with individuals and communities”. Federated Farmers see this as a crucial part of any engagement with community, that relationships are built so that all parties can understand perspectives and gives voice to the rural communities. Federated Farmers support stakeholder engagement and community connections as a key part of Councils role.

2.16 Federated Farmers also agrees with the Councils approach to not use a “one size fits all” approach to engagement.

Federated Farmers thanks the Southland District Council for the opportunity to submit feedback on the combined policies consultation.

Jason Herrick
President – Southland
Federated Farmers of New Zealand

Federated Farmers Feedback to the Southland District combined policies consultation 2024

4. Anonymous (1)

Survey for combined policies consultation

#2

INCOMPLETE

Collector: Embedded Survey 1 (Website Survey)
Started: Friday, April 19, 2024 7:47:50 PM
Last Modified: Friday, April 19, 2024 7:52:40 PM
Time Spent: 00:04:49
IP Address: 125.239.73.128

Page 1: Privacy statement

Q1

Agree

Southland District Council, 15 Forth St. Invercargill, is collecting and will hold your personal information for the purpose of you providing your feedback to us on the proposed Revenue and Financing Policy 2024, proposed Rate Remission and Postponement Policy 2024 and Proposed Significance and Engagement Policy 2024. To complete the feedback form we need your name and contact details and for you to agree to our Make it Stick Terms of Use and Southland District Council Privacy Policy. You can ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. Feedback you provide to us will be disclosed in full as part of feedback provided to Councillors and the public, on our websites, in agendas and in our area offices. You can also request us not to release your personal details publicly. By checking this box you confirm you agree and consent to the collection, use, disclosure and retention of your information in accordance with the Make it Stick Terms of Use including Privacy Statement and Southland District Council Privacy Policy.

Page 2: A) Proposed revenue and financing policy

Q2

No

1. Do you generally support the proposed revenue and financing policy?

Q3

Yes,

2. Would you like Council to make any changes to the proposed revenue and financing policy?

If yes, please detail the changes in the space provided below:

Stop putting people out of their homes. Rates etc are getting too dear to afford owning a home.

4.

Survey for combined policies consultation

Q4

3. If you have any other comments on the proposed revenue and financing policy, please detail below

The decision for the community boards to combine has been at the decrement of the smaller towns. The new committee needs a rule around it that there should be a representative living in ea town to be fair.

Page 3: B) Proposed rate remission and postponement policy

Q5

No

4. Do you generally support the proposed rate remission and postponement policy?

Q6

No

5. Do you support the proposed new remission for water meter rates attributable to water leaks (section 1.11)?

Q7

Respondent skipped this question

6. Do you support the proposed new remission for non-contiguous properties using Crown or Council land (section 1.12)?

Q8

Respondent skipped this question

7. Would you like Council to make any other changes to the proposed rate remission and postponement policy?

Q9

Respondent skipped this question

8. If you have any other comments on the proposed rate remission and postponement policy, please detail below

Page 4: C) Proposed significance and engagement policy

Q10

Respondent skipped this question

9. Do you generally support the proposed significance and engagement policy?

Q11

Respondent skipped this question

10. Would you like Council to make any changes to the proposed significance and engagement policy?

Q12

Respondent skipped this question

11. If you have any other comments on the proposed significance and engagement policy, please detail below

5. Anonymous (2)

Survey for combined policies consultation

#4

COMPLETE

Collector: Embedded Survey 1 (Website Survey)
Started: Saturday, April 20, 2024 12:04:58 PM
Last Modified: Saturday, April 20, 2024 12:09:09 PM
Time Spent: 00:04:10
IP Address: 103.235.93.117

Page 1: Privacy statement

Q1

Agree

Southland District Council, 15 Forth St. Invercargill, is collecting and will hold your personal information for the purpose of you providing your feedback to us on the proposed Revenue and Financing Policy 2024, proposed Rate Remission and Postponement Policy 2024 and Proposed Significance and Engagement Policy 2024. To complete the feedback form we need your name and contact details and for you to agree to our Make it Stick Terms of Use and Southland District Council Privacy Policy. You can ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. Feedback you provide to us will be disclosed in full as part of feedback provided to Councillors and the public, on our websites, in agendas and in our area offices. You can also request us not to release your personal details publicly. By checking this box you confirm you agree and consent to the collection, use, disclosure and retention of your information in accordance with the Make it Stick Terms of Use including Privacy Statement and Southland District Council Privacy Policy.

Page 2: A) Proposed revenue and financing policy

Q2

Yes

1. Do you generally support the proposed revenue and financing policy?

Q3

No

2. Would you like Council to make any changes to the proposed revenue and financing policy?

Q4

Respondent skipped this question

3. If you have any other comments on the proposed revenue and financing policy, please detail below

Page 3: B) Proposed rate remission and postponement policy

5.

Survey for combined policies consultation

Q5 Yes

4. Do you generally support the proposed rate remission and postponement policy?

Q6 Yes

5. Do you support the proposed new remission for water meter rates attributable to water leaks (section 1.11)?

Q7 Yes

6. Do you support the proposed new remission for non-contiguous properties using Crown or Council land (section 1.12)?

Q8 No

7. Would you like Council to make any other changes to the proposed rate remission and postponement policy?

Q9 Respondent skipped this question

8. If you have any other comments on the proposed rate remission and postponement policy, please detail below

Page 4: C) Proposed significance and engagement policy

Q10 Yes

9. Do you generally support the proposed significance and engagement policy?

Q11 No

10. Would you like Council to make any changes to the proposed significance and engagement policy?

Q12 Respondent skipped this question

11. If you have any other comments on the proposed significance and engagement policy, please detail below

6. Anonymous (3) Survey for combined policies consultation

#7

INCOMPLETE

Collector: Embedded Survey 1 (Website Survey)
Started: Sunday, April 21, 2024 8:57:04 PM
Last Modified: Sunday, April 21, 2024 9:01:24 PM
Time Spent: 00:04:19
IP Address: 161.65.254.83

Page 1: Privacy statement

Q1

Agree

Southland District Council, 15 Forth St. Invercargill, is collecting and will hold your personal information for the purpose of you providing your feedback to us on the proposed Revenue and Financing Policy 2024, proposed Rate Remission and Postponement Policy 2024 and Proposed Significance and Engagement Policy 2024. To complete the feedback form we need your name and contact details and for you to agree to our Make it Stick Terms of Use and Southland District Council Privacy Policy. You can ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. Feedback you provide to us will be disclosed in full as part of feedback provided to Councillors and the public, on our websites, in agendas and in our area offices. You can also request us not to release your personal details publicly. By checking this box you confirm you agree and consent to the collection, use, disclosure and retention of your information in accordance with the Make it Stick Terms of Use including Privacy Statement and Southland District Council Privacy Policy.

Page 2: A) Proposed revenue and financing policy

Q2

1. Do you generally support the proposed revenue and financing policy?

No,

Please provide any comments to explain your response below:

Drain on the ratepayer

Q3

2. Would you like Council to make any changes to the proposed revenue and financing policy?

Yes,

If yes, please detail the changes in the space provided below:

Cut bureaucracy

Q4

3. If you have any other comments on the proposed revenue and financing policy, please detail below

Streamline policy so that layers of bureaucracy are eliminated

Page 19

6.

Survey for combined policies consultation

Page 3: B) Proposed rate remission and postponement policy

Q5

Respondent skipped this question

4. Do you generally support the proposed rate remission and postponement policy?

Q6

Respondent skipped this question

5. Do you support the proposed new remission for water meter rates attributable to water leaks (section 1.11)?

Q7

Respondent skipped this question

6. Do you support the proposed new remission for non-contiguous properties using Crown or Council land (section 1.12)?

Q8

Respondent skipped this question

7. Would you like Council to make any other changes to the proposed rate remission and postponement policy?

Q9

Respondent skipped this question

8. If you have any other comments on the proposed rate remission and postponement policy, please detail below

Page 4: C) Proposed significance and engagement policy

Q10

Respondent skipped this question

9. Do you generally support the proposed significance and engagement policy?

Q11

Respondent skipped this question

10. Would you like Council to make any changes to the proposed significance and engagement policy?

Q12

Respondent skipped this question

11. If you have any other comments on the proposed significance and engagement policy, please detail below



Changes to Council's policies

Combined consultation document incorporating:

Proposed revenue and financing policy

Proposed rate remission and postponement policy

Proposed significance and engagement policy

April 2024

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

☎ 0800 732 732
✉ sdcsouthlanddc.govt.nz
🏠 southlanddc.govt.nz

Introduction

Council is consulting on its review of the following three policies:

1. Revenue and financing policy
2. Rate remission and postponement policy
3. Significance and engagement policy

This document details the proposed changes for each policy.

We are seeking feedback on the policies in general as well as the specific changes being proposed. The key thing is that we want to hear from you and understand whether you support our proposed approach or would like us to make changes.

We recommend that before completing a submission form you familiarise yourself with the draft policies and the supporting information, which summarises the policies and proposed changes. These can be found in this consultation document or online at our consultation website www.makeitstick.nz or in any local Southland District Council office. Feedback can be provided online at makeitstick.nz, but if you prefer to complete a form manually please do so on the form at the end of this document. If you have any supporting documents you would like to add, please feel free to attach them to your feedback and send it to us via:

- email (sdcc@southlanddc.govt.nz), or
- post (Southland District Council, PO Box 903, Invercargill 9840) or
- drop into a Council office, or
- complete the submission form online at www.makeitstick.nz.

We're taking feedback from 8am on 19 April 2024 to 5pm on 20 May 2024.

If you would like to speak to Council personally about your submission, let us know. Meetings to hear and consider your feedback will be held in Invercargill on 5 June 2024.

Your feedback will be considered by Council and a decision will be made regarding the adoption of the final policies on 19 June 2024. We will let you know the outcome.

In the meantime, if you have any questions or need more information, please email sdcc@southlanddc.govt.nz or phone 0800732732.

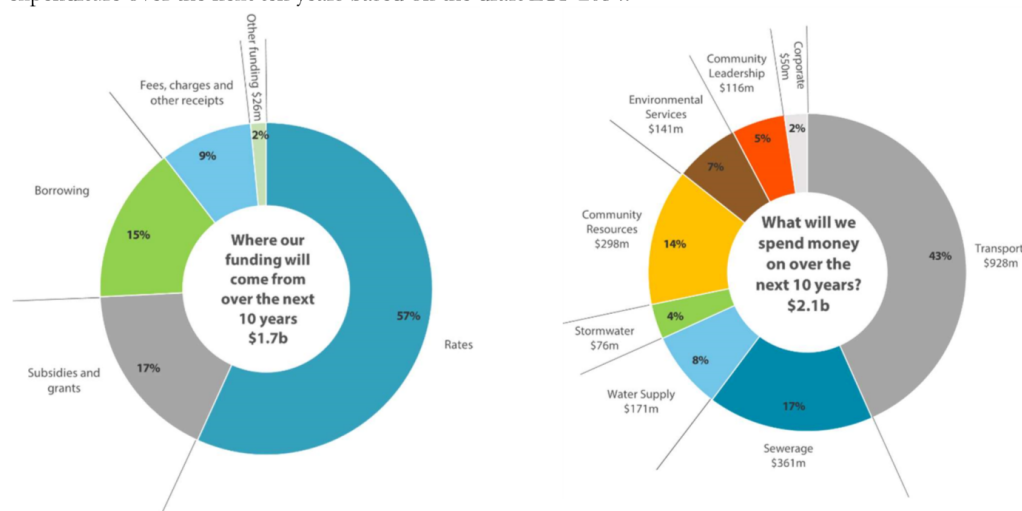
What you'll find in this document?

1. Proposed revenue and financing policy	3
Proposed changes to operational funding sources	4
Other changes to the policy structure and wording	5
Confirming how the general rate will be set	6
Other changes considered but not progressed	7
2. Proposed rate remission and postponement policy	8
3. Proposed significance and engagement policy	10
Proposed policies feedback form	11
Proposed Revenue and Financing Policy	16
Proposed Rate Remission and Postponement Policy	45
Proposed Rate Remission and Postponement Policy	63

1. Proposed revenue and financing policy

The Revenue and Financing Policy is part of the three yearly review of our Long Term Plan (LTP) 2024-2034. This policy is required under the Local Government Act 2002 (LGA) to provide predictability and certainty about Council's sources and levels of funding for operating and capital expenditure.

The policy determines how Council will fund the activities set out in the LTP 2034. Council funding comes in several forms, including rates, fees and charges for people using particular services (e.g. building consents and dog registration fees), loans, and central government funding (including roading subsidies). It identifies all of the proposed funding sources for these activities including any general rate funding (including details of how general rates will be set) and any targeted rate funding. The cost of each activity and therefore the total amount of funding needed is determined separately in the LTP. This is due to be released for consultation on 22 May 2024. The LTP 2034 also sets out how targeted rates will be applied and any changes proposed to these. The graphs below give an indication of the likely funding sources and expenditure over the next ten years based on the draft LTP 2034.



Council has reviewed the policy and is proposing to keep most of the funding sources and rating methods unchanged. The main changes are to the wording and structure of the policy as well as reflecting the new legal requirement to consider how the funding choices can consider the principles set out in the Preamble to Te Ture Whenua Māori Act 1993 to support Māori to retain and use their land and to protect wāhi tapu.

In addition, Council is considering using general rates (which everyone pays) to fund some or all of the shortfall in operating costs for the Te Anau airport – Manapouri. Because Council will be asking for feedback about this as part of the upcoming LTP consultation, the draft policy shows all of the airport funding options being considered. Council will update the policy to match the selected option following the LTP consultation once this decision has been made.

The list in the box below summarises the proposed targeted rating changes that Council is considering as part of the upcoming LTP consultation. More details of these proposals will be available once the LTP is out for consultation on 22 May 2024 and readers are also invited to provide feedback on these changes.

Changes to Council's policies

What targeted rate changes is Council likely to be consulting on in the LTP 2034?

1. Using general rates to pay for all or part of the operating costs of the Te Anau airport – Manapouri
2. Updating the targeted roading rate differential to ensure that land use sectors that have a greater impact on the roading network continue to pay an appropriate share of higher roading costs and moving non-commercial protected and indigenous forestry land from the "forestry" differential category to the "other" category
3. Replacing the Stewart Island/Rakiura SIESA half charge with a full charge rate
4. Reallocating the 7.7 unit charge for the Te Anau Rural water supply rates to annual, full and half charge rates
5. Amending hall rating boundaries for Tokanui, Waimahaka, Wrights Bush and Waianiwa halls

To keep up to date with the LTP 34 consultation look out for a copy of the LTP 34 consultation document on Council's consultation platform www.makeitstick.nz or facebook site between 22 May 2024 to 21 June 2024.

Proposed changes to operational funding sources

The table below shows the indicative share of funding from each funding source used to fund operating expenditure for LTP activity groups and associated activities/sub activities. The highlighted entries show where the funding source bands are proposed to change from the previous policy with the reasons for the changes described in more detail below. The full policy explains the thinking behind these funding band decisions.

Summary of operating expenditure funding sources by activity group and sub-activity (showing proposed changes)*

Activity Group & Activity	Sub-activity	General rate	Targeted Rates	Fees and Charges	Other Sources (incl subsidies/grants)
Community Resources*		Medium	Medium	Low	Low
Community Facilities	Halls		High	Low	Low
	Toilets	High		Low	Low (was zero)
	Council / community buildings	Medium	Low		Medium
Community Services	Cemeteries	High		Medium (was Low)	Low
	Community Housing	Low			High
	Library Services	High		Low	Low
Open Spaces		Medium	High		Low
Waste Services		Low	Medium	Low	Low
Electricity Supply (SIESA)			Low	High	Low
Stormwater Drainage*		Low	High		Low
Transport*	Roads, Footpaths and Cycle Trails	Low	High	Low	Low
	Airport and Cycle Trails	Low	High	Low	Low
	Airport		Consultation options:		
		1+2: Low 3: Medium 4: High	High Medium Low	Low Low Low	Low Low Low
Water Facilities		Low	High (was Low)	Low (was High)	High (was Low)
Sewerage*		Low	High	Low	Low
Water Supply*		Low	High	Low	Low
Community Leadership*		High	Low		Low
Representation and Advocacy		High			Low
Community and Futures		High	(was Low)		Low
Community Assistance		Low (was Medium)	Medium		Low
Environment Services*		Medium		Medium	Low
Environment Services	Resource Management	High		Low	Low
	Animal Services	Low		High	Low
	Environmental Health	Medium		Low (was Medium)	Low
	Building Solutions	Low		High	Low
Emergency Management		High			Low (was zero)

* Non-direct corporate overhead costs (for corporate functions like information management, people and capability, finance and customer service) are allocated at the activity group* level only (grey shading). These costs are largely funded by general rates.

Funding band key:	Low (<33%)	Medium (33% to < 66%)	High (>66%)
--------------------------	----------------------	---------------------------------	-----------------------

Commented [PC1]: A) change toilet "other sources" funding to Low to allow for potential grant funding

Commented [PC2]: B) change cemeteries "fees and charges" funding to Medium from Low

Commented [PC3]: C) Showing the options around the mix of general and targeted rate funding for the Te Anau airport – Manapouri to be consulted on as part of the LTP later in 2024

Commented [PC4]: D) Change water facilities (covering Stewart Island/ Rakiura Jetties, Riverton Harbour and district boat ramps) funding from "targeted rates" Low to High; "fees and charges" from High to Low and "other sources" from Low to High.

Commented [PC5]: E) Change community and futures "targeted rates" from Low to no funding and decreasing community assistance "general rates" from Medium to Low.

Commented [PC6]: F) Change environmental health "fees and charges" from Medium to Low.

Commented [PC7]: G) Change emergency management "other sources" funding to Low to allow for potential external subsidy funding

Explaining the proposed changes to operational funding sources as shown

- A) Toilet “other sources” funding to from zero to Low. This change is to allow for other external third party funding e.g. grants
- B) Cemeteries “fees and charges” funding to Medium from Low. This change reflects the proposed increase fees and charges for cemetery interments as a result of increases in the direct cost of works related to burials
- C) Airport mix of options for “general rate” and “targeted rate” funding to be consulted on as part of the LTP later in 2024. As noted above, Council is considering using general rates to fund some or all of the shortfall in operating costs for the Te Anau airport – Manapouri as part of the LTP consultation. Until a decision is made on this, the draft policy shows all of the airport funding options being considered including retaining the current policy allowance of “low” band (up to 33%) to either 50% indicated by “medium” band (33% to <66%) or 100% indicated by “high” band (66% and above). More information will be included in the upcoming LTP consultation document and can also be found in the Council agenda papers for 22 November 2023 and Fiordland Community Board agenda 30 October 2023 available online at www.southland.infocouncil.biz
- D) Water facilities (covering Stewart Island/ Rakiura Jetties, Riverton Harbour and district boat ramps)
 - “targeted rates” funding from Low to High;
 - “fees and charges” from High to Low;
 - “other sources” from Low to High.

The latter two changes to fees and charges and other sources are related and are because income from rental fees for wharf/jetty users are now included in other sources of funding rather than fees and charges. This has resulted in the policy showing a decrease in fee funding (high to low). In terms of the change in targeted rate funding, the LTP also includes a number of loan funded capital expenditure projects for wharf and jetty renewals in Stewart Island/Rakiura and Riverton where the interest and principal repayments are currently budgeted to be repaid by targeted rates and/or user fees. This need to fund the repayment of loans has increased the targeted rate funding source (low to high). While alternative funding sources are being pursued to complete the capital programme there is an expectation that loans (and higher targeted rates) might not be required. Given this, the policy funding bands reflect the current LTP budgets excluding any additional grants that may be secured.
- E) Community and futures “targeted rate” funding from Low to no funding and decreasing community assistance “general rate” funding from Medium to Low. This change is the result of community board granting activities now being included in the community grant activity rather than community and futures to be consistent with how all other granting activities are disclosed. This has reduced the proportion of targeted rate funding for community and futures and resulted in a decrease in the proportion of general rate funding for the community assistance sub activity.
- F) Change environmental health “fees and charges” funding from Medium to Low. While a 2% inflationary increase is included in the fees for this service in the upcoming LTP, changes in the organisational structure and resulting allocation of overhead costs has increased the general rate funding required for this activity over and above the inflationary increase allowed for in fees and charges. This has adjusted the proportion of funding from the two sources.
- G) Emergency management “other sources” funding from zero to Low. This change is to allow for other external third party funding e.g. grants.

Other changes to the policy structure and wording

Various wording and structure changes have been made throughout the policy to reflect legislative changes and make the policy more readable. This includes:

Changes to Council's policies

- inclusion of a policy background section which covers what the legislation requires when choosing activity funding sources
- specifically referring to the Stewart Island Visitor Levy revenue as a grant/subsidy source of funding to reflect that the Southland District Council (Stewart Island/Rakiura Visitor Levy) Empowering Act 2012 identifies the levies as an additional source of funding for the Revenue and Financing Policy under s 103(2) of the LGA
- describing in more detail Council's approach to depreciation funding which is used to fund operating expenses and work towards maintaining a balanced budget in section 3.2 of the policy. The policy notes the proposed extended timeline for funding depreciation on water and wastewater assets given the significant increase in the value of these assets in the LTP 2034 and resulting impact on rates. Council is still to confirm the timeline to when it will fully fund depreciation on water and wastewater assets as part of the LTP
- updating the activity funding needs analysis in section 3.2.2 of the policy to consider funding sources in relation to Council's new LTP 2034 community outcomes
- specifically noting how Council has provided the ability to make funding refinements after considering the overall impact on the current and future social, economic, environmental and cultural wellbeing of the community. This is discussed in the policy overall in section 3.1 and by sub-activity through the funding choice assessment rationale in section 3.2.2.

This also includes considering how funding choices support the principles set out in the Preamble to Te Ture Whenua Māori Act 1993 to recognise land as a taonga tuku iho of special significance to Māori and to support Māori to retain and use their land and to protect wāhi tapu (now required by LGA section 102(3A)). Around 1% of Southland district's rating units are categorised as Māori freehold land. The Council's continued use of capital value as a general rate source goes some way to supporting the principles by ensuring that any undeveloped land rating units (including any Māori owned land) have a lower rating burden than the same sized area of developed land. In addition, Council is proposing to make changes to the targeted roading rate differentials as part of the upcoming LTP. This includes adjusting the "forestry" roading differential category definition to exclude non-commercial protected and indigenous native forests and include these in the "other" roading differential land use category. This is expected to support the principles set out in the Preamble by reducing the roading rate for non-commercial protected and indigenous native forestry properties, some of which will be owned by Māori.

Confirming how the general rate will be set

Because the policy identifies that Council intends to use general rates as a source of funding, the policy must also identify Council's proposed choice of valuation system (land, capital or annual value) including the details of any differentials to be applied and whether there is an intention to set a uniform annual general charge (UAGC). The UAGC is a fixed amount levied on each rating unit.

Currently Council sets the value based portion of its general rate using capital value with no differentials. 55% of the general rate is collected using capital value (with no differential) with the remaining 45% collected through the UAGC.

The potential impact of changing to land value, introducing general differentials or adjusting the proportion of funding from CV and UAGC has been considered as part of the policy and associated LTP development. However, the policy proposes to retain capital value with no differentials as it provides the best mechanism for creating a stable and resilient rate base over time, particularly considering the potential impact that the LTP budget changes proposed for 2024/2025 are expected to have on the overall distribution of rates.

The policy does leave room to adjust the portion of general rates set on CV and UAGC where Council wants to alter the overall distribution of rates (via the LTP or Annual Plan). This might be to lower the UAGC to reduce rates on low value properties or lowering the CV portion which reduces rates on high value properties. This decision is still to be confirmed by Council as part of finalising the LTP 2034.

Other changes considered but not progressed

Increasing user fees for environmental services (including consenting activities)

As part of meetings and workshops held to discuss the funding for activities, Council considered whether it should increase user fees and charges for environmental service activities (above the standard 2% inflationary adjustment already allowed) in order to recover a greater portion of the cost of consenting activities. However, at this stage Council is not proposing to further increase any user fee funding until improvements to these services are made. This will be reviewed as part of the future annual plans.

Overall, in terms of user fees, the policy recognises that in addition to providing a direct benefit to users, these activities also have wider community benefits, making a rates contribution appropriate to recognise the wider community wellbeing aspect of the service. The policy also recognises that it is not always feasible to recover the full cost of the service from fees and charges as this may make these services unaffordable or result in unintended consequences (e.g. raising building consent fees beyond a tolerable amount may result in increased un-consented work). For these types of services, a rates contribution enables Council to continue to offer the service and/or recognises the wider community benefit provided by that service.

2. Proposed rate remission and postponement policy

The Rate Remission and Postponement Policy specifies the circumstances where the Council will consider remitting (reducing) or postponing (delaying) rates.

Rate remission

(a reduction in the amount of rates to be paid)

Typically used to:

- simplify/support administration of the rating system
- ease/shift changes in incidence of rates
- support policy objectives (e.g. worthy causes like sports/cultural groups)
- allow discretion when the unexpected happens

Rate postponement

(a delay in the payment of rates)

Typically used to assist those in hardship (temporary)

Rate remissions or postponements do not reduce the overall amount of rates Council needs to collect. If we provide a rate remission to a certain ratepayer or property, then we will need to charge other ratepayers or properties more so we still have the funding needed to pay for all of the services that we provide.

Remission and postponement policies temper the broad-brush rating approach of Council by recognising particular situations which impact the owners' ability to pay rates, the fairness or equity of the rating system or particular outcomes or obligations that Council wishes to influence (e.g., environmental, cultural, social, economic wellbeing). The policy allows for adjustments to rates at an individual property level which cannot be effectively or efficiently incorporated into the rating system. This is one way that Council can practically adjust its overall funding and rating approach after considering the overall impact of its funding decisions on the community under the Local Government Act 2002 (section 101(3)(b)).

Council has two remission and postponement of rates policies – one that applies to all land one (this is what we are consulting on) and one that applies to Māori Freehold land only. Council will be reviewing the second policy in 2025.

Council has reviewed the remission policy for all land and is proposing to keep the majority of the policy unchanged with two new remissions being added as follows:

- remission for water meter rates attributable to water leaks to incentivise leak detection and resolution. This remission will only apply to land which has a water meter installed and is designed to be used where water usage is high due to a water leak or there has been damage to the property's internal water reticulation system which the ratepayer was unaware of. To apply for remission the ratepayer must meet a number of criteria as outlined in the policy.
- remission of rates for non-contiguous rural properties using Crown or Council land to be treated as one unit for rating purposes.

This remission would be used for a small number of farm or forestry properties which lease land from Council or the Crown (mainly Department of Conservation Land) and use this as part of a single farm/forestry unit.

The proposal is to rate these the same as a rating unit in common ownership under section 20 Local Government Rating Act (LGRA) where full rates (fixed and capital value rates) are applied to one rating unit with only capital value rates applied on the contiguous unit.

This will mean ratepayers using Crown or Council land receive the same relief as ratepayers who own more than one rating unit which is contiguous and used jointly.

The proposed change is being made on the basis that Crown/Council land is likely to have restrictions preventing the sale of this land that would otherwise allow the ratepayer to purchase the property to achieve contiguous status under the rating act.

Several changes are also being made to the structure and wording of the policy to provide additional context around the purpose of the policy and how it relates to Council's funding and rating policies and

legislative requirements. This includes adding an introduction and statutory context section to explain what role the policy plays in Council's overall financial management by providing the ability to adjust rates funding sources identified in the Revenue and Financing Policy as part of considering the impact of rates on the current and future wellbeing of the community ss.101(3). The policy also includes specific reference to the new legal requirement for Council to consider the principles set out in the Preamble to Te Ture Whenua Māori Act 1993 to support Māori to retain and use their land and to protect wāhi tapu. While Council is not looking to introduce any new remissions or postponements in relation to this at this time, Council is proposing to make some related changes to the roading rate as part of its Long Term Plan 2024 that would move non-commercial protected and indigenous forestry land (often Māori SILNA¹ land) from the "forestry" differential category to the "other" category. More detail about this proposal will be available once the LTP is out for consultation from 22 May 2024 and readers will be invited to provide feedback on these changes.

The table below summarises the current and proposed provisions within the proposed policy with the highlights showing the new provisions.

Policy part	Existing	Action
Remission of penalties	Existing	Keep – no change
Remission of small balances	Existing	Keep – no change
Remission of rates for community, sporting and other non-profit organisations	Existing	Keep – no change
Remission of rates for school wastewater charges	Existing	Keep – no change
Remission of roading rates on other utilities with no primary address	Existing	Keep – no change
Remission of rubbish or recycling bin collection rates for cancellation/reduction of service	Existing	Keep – no change
Remission of rates in exceptional circumstances	Existing	Keep – no change
Remission of rates for extreme financial hardship	Existing	Keep – no change
Remission of rates for significant extraordinary circumstances identified by Council	Existing	Keep – no change
Grants in lieu of remissions of rates	Existing	Keep – no change
Remission of water meter rates attributable to water leaks	No	New policy
Remission of rates on non-contiguous rural properties using Crown or Council land	No	New policy
Postponement of rates for extreme financial hardship	Existing	Keep – no change
Postponement for Significant Extraordinary Circumstances	Existing	Keep – no change

Further information about the proposed changes (as well as other options Council considered but decided not to proceed with) can be found in the Finance and Assurance Committee meeting agenda for 6 December 2023 at www.southland.infocouncil.biz.

¹ SILNA - South Island Landless Natives Act 1906

3. Proposed significance and engagement policy

The Significance and Engagement Policy is required under the Local Government Act 2002, to ensure councils identify what are significant decisions and what part engagement will play in those decisions. Council has developed and reviewed this policy alongside the long term plan.

Staff have reviewed the present policy and considered how to identify matters as significant and the reasons for that, so then engagement can be decided on.

The main changes from our old policy to this new draft policy are:

1. introducing a set of questions to assess how significant a matter is, including ones on the impact on Māori, and the effect of climate change
2. focusing the significance criteria assessment on the nature of the impact rather than the quantum of the impact
3. creating categories of significance and explaining what they mean and how they relate to the level of engagement
4. enlarging the section on engaging with iwi/hapū

In terms of the quantum of change, the draft policy has a number of material changes from the previous one, mainly in the use of questions to assess the significance of the matter and tables to link significance with engagement. Significance is defined as the degree of importance of the issue in terms of its impact on the wellbeing of the district, affected or interested persons, and the capacity of Council to perform its role (including financial and non-financial costs).

The use of the tables to show the interaction between the levels of significance and engagement provide staff, elected members and the public a clearer way to understand the different processes.

The other matter required to be part of this policy is the identification of Council's strategic assets. There is no change to this list.



Proposed policies feedback form

1. NAME AND CONTACT INFORMATION	
Are you submitting as an individual or organisation? <input type="checkbox"/> Organisation <input type="checkbox"/> Individual	
Name:	On behalf of (if applicable):
Postal address:	
Address 2:	
City/Town:	Postal Code:
Email address:	
Daytime phone:	Mobile phone:
Would you like to present to feedback in person at the hearing scheduled for 5 June 2024? <i>If so we will in touch to arrange a time</i> <input type="checkbox"/> Yes <input type="checkbox"/> No	
If you have any supporting documents you would like to add, please feel free to attach them to this form and send your completed form to us via: - email (sdcc@southlanddc.govt.nz), or - post (Southland District Council, PO Box 903, Invercargill 9840) or - drop into a Council office. Alternatively you can complete this form online at www.makeitstick.nz	
Privacy Southland District Council, 15 Forth St. Invercargill, is collecting and will hold your personal information for the purpose of you providing your feedback to us on the proposed Revenue and Financing Policy 2024, proposed Rate Remission and Postponement Policy 2024 and Proposed Significance and Engagement Policy 2024. To complete the feedback form we need your name and contact details and for you to agree to our Make it Stick Terms of Use and Southland District Council Privacy Policy . You can ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. Feedback you provide to us will be disclosed in full as part of feedback provided to Councillors and the public, on our websites, in agendas and in our area offices. You can also request us not to release your personal details publicly. By checking this box you confirm you agree and consent to the collection, use, disclosure and retention of your information in accordance with the Make it Stick Terms of Use including Privacy Statement and Southland District Council Privacy Policy . <input type="checkbox"/> Agree <input type="checkbox"/> Disagree	

Thank you for your feedback.
Feedback closes at 5 pm on 20 May 2024

[illegible]

[illegible]

[illegible]

[illegible]

DRAFT - Revenue and Financing Policy 2024-2034

Group responsible: Finance

Date adopted: TBC

Implementation date: 1 July 2024

File no: R/23/11/54528

1 Introduction

Council's Revenue and Financing Policy sets out the ways Council intends to pay for the operating and capital expenses of its activities and why Council considers these funding choices appropriate.

Council is required to have this policy by Section 102 of the Local Government Act (LGA) 2002 to provide predictability and certainty to residents and ratepayers about the sources and levels of funding for Council's activities. The policy describes:

- the statutory requirements for the policy (what the law requires)
- the general approach to funding operating expenses (day-to-day costs like electricity and maintenance) and capital expenses (costs to replace or build new physical assets like piping networks and roads)
- the different sources of funding for the activities (where the money comes from)
- Council's activities, services and facilities and who uses, benefits and pays for activities and services.

When read in conjunction with the financial strategy, funding impact statement and activity statements in Council's Long Term Plan (LTP), the policy links the Council's activities and associated funding decisions with the rates that each ratepayer is required to pay.

2 Policy Background

2.1 Funding principles

Deciding the most appropriate way to fund activities is complex. It involves balancing a range of matters and exercising judgement around what is appropriate for community wellbeing now and in the future. To help with these choices Council has considered a set of funding principles that incorporate the matters set out in Section 101 of the LGA. This has involved considering for each activity the factors under section 101(3)(a) including:

- the community outcomes to which the activity primarily contributes and whether the funding sources for each activity support the achievement of the outcomes;
- the distribution of benefits between the community as a whole, any identifiable parts of the community, and individuals (the 'beneficiary -pays' principle) and to what extent the activity funding should target those who benefit;

- the period over which the benefits are expected to occur (the ‘inter-generational equity’ principle) and how the funding sources share costs out over that time period. Generally, the benefit of operating expenses is received in the year the expense is incurred. The benefit of capital expenditure and some maintenance projects are received over multiple years (for the duration of the life of the asset) making it appropriate for current and future generations to contribute.
- who is creating the need (the ‘exacerbator pays’ principle) and to what extent the activity funding should target those whose actions or inactions create the need for the activity.
- the need for separate funding by considering the costs and benefits (including consequences for transparency and accountability) of funding the activity distinctly from other activities. This includes considering how Council’s funding choices are:
 - best communicated to the community in a way that is easy to understand (e.g. via separate funding mechanisms or by using other communication tools/documents)
 - administratively efficient to collect considering the scale/importance of the activity (a small activity may not warrant separate funding due to the cost of establishing systems to support cost recovery).

Council has then weighed up the overall impact of the proposed funding sources on the current and future social, economic, environmental and cultural wellbeing of the community including looking at:

- fairness and equity including affordability for different parts of the community;
- whether the funding choices create barriers to accessing services or unintended consequences (e.g. the principle of paying for benefits received may call for a high degree of user pays, but this may have unintended consequences with people trying to avoid paying);
- any legal constraints which might constrain the funding options (such as the ability of Council to only receive 30% of Council revenue from rates set on a uniform basis);
- alignment with the Council’s objectives and financial strategy which sets limits on rates increases and debt levels;
- how funding choices support the principles set out in the Preamble to Te Ture Whenua Maori Act 1993 to recognise land as a taonga tuku iho of special significance to Maori and to support Māori to retain and use their land and to protect wahi tapu.

Council’s overall consideration of these principles is detailed below and in more detail in the sub-activity table from page 25.

3 Policy details

3.1 Our funding approach

Southland District communities are diverse and there are many different users of Council’s services.

Council aims to maintain a relationship between the benefits received by groups of residents and ratepayers and the contributions they make for those services, especially where communities within the district have differing services and levels of service (the ‘beneficiary-pays’ principle).

Where the benefits are shared more equally and everyone is expected to make a contribution, or where it is impractical to exclude users or identify groups that principally benefit, it is more likely to be of “general” benefit and collectively funded by the community (e.g. through the general or a district wide rate).

Where individuals/groups receive the direct benefit of the activity exclusively, and the costs of the activity can easily be attributed to that individual/group or, their use of the service excludes others, or the nature

of the benefit differs across the community, it is deemed to be “targeted” and more likely to be funded on a user pays basis (e.g. through fees and charges or targeted rates). In principle, Council seeks to recover the maximum amount possible from the direct users of a service (the ‘user-pays’ principle) or from those that create the need for a service (the ‘exacerbator-pays’ principle). However, Council must also ensure that the level of fees or targeted rates are not at a point where the cost becomes prohibitive and could potentially impact the community’s use of the service, create detrimental effects or work against the achievement of community outcomes. As such their use needs to be balanced with other funding sources.

Council also seeks to ensure that people pay for services at the time they consume them, (the ‘inter-generational equity’ principle). Day to day costs which make up annual operating expenditure provide benefits every year and are best funded from annual operating revenue like rates, fees etc. Some costs, mainly capital expenditure on assets, provide benefits that last for more than year. Council uses depreciation funding or borrowing (funded by annual loan interest/principal repayments) to share out the cost of these long-life assets over time.

In reality, most services sit somewhere on the continuum between providing general and targeted benefits and most activities have characteristics of both. As part of developing this policy, Council has endeavoured to use the general/targeted assessment to summarise its consideration of the LGA funding principles, initially in relation to each activity (section 101(3)(a)) and then again after considering the overall impact on the community (section 101(3)(b)).

Council’s funding approach is a complex assessment of determining where the benefits apply, what the best methods for funding those services are and how this can be equitably and fairly applied across district communities. The detailed activity funding analysis table in section 3.2.2 explains Council’s consideration of these factors in determining the appropriate sources of funding. The table also shows where funding adjustments have been made to specific activities to recognise wider wellbeing considerations. The policy also provides for adjustments to be made to the overall funding source mix by:

- providing flexibility to set the proportion of general rate funding annually between a rate on dollar of capital value (which places a greater share of costs on high value properties) and uniform annual general charge UAGC (which places a greater share of costs on low value properties) and balance ability to pay/rates affordability;
- providing the ability to adjust targeted rate differentials (roading, stormwater, community board rates) to shift funding between sectors where required;
- supporting the financial sustainability of small townships by continuing to fund water, wastewater and stormwater collectively across the district irrespective of each individual scheme cost in order to deliver economies of scale by sharing costs out across greater number of ratepayers;
- providing the ability to use general rate funding to assist communities with critical infrastructure projects which would otherwise create rates affordability issues (particularly for small communities with few ratepayers (e.g. airport and water structure funding on Stewart Island/Rakiura);
- funding a portion of overall corporate support/overhead/administration costs from general rates which reduces the proportion of targeted rate/user fees funding required for certain activities. This recognises the wider community wellbeing benefits and the fact that it is not always feasible to recover the full cost of the service as this may make these services unaffordable or result in unintended considering the overall balance of rates paid by urban and rural sector over time;
- providing the ability to reduce or delay payment of rates for particular social, cultural, environmental or economic reasons as provided for in rate remission and postponement policies;

- consequences (e.g. raising building consent fees beyond a tolerable amount may result in increased un-consented work).
- using unallocated reserves accumulated from prior year operating surpluses to fund maintenance project type operating costs rather than increasing rates.

3.2 Sources of funding for expenditure

Types of Expenditure

Broadly speaking, Council has two types of expenses to fund - operating and capital expenditure.

Operating expenditure (opex) is spending on the ongoing day-to-day planned and unplanned routine expenses required for the operation of Council facilities, services and activities. Operating revenue is generally set at a level to meet Council's projected operating expenditure to maintain a balanced budget.

To do this, Council aims to fully fund operating cash requirements (payments to staff, suppliers, and interest on debt) from operating revenue. As part of this Council is working towards fully rate funding depreciation on core infrastructure¹ assets. For the LTP 2024-2034 Council depreciation on water and wastewater assets will initially be funded at 65%², increasing by 5% per year to reach 100% by 2031/2032 (three years later than originally planned). Depreciation on all other core assets will be funded at 100%, noting that roading depreciation is funded at 45% by Council with the remaining 55% from NZ Transport Agency (NZTA Waka Kotahi) capital subsidies. Fully funding depreciation from rates and current revenue means that over the long run, Council would not need to rely on borrowing as much to fund asset replacements, working towards a more sustainable funding approach.

At times, Council may decide that it's not financially prudent to fully fund depreciation, particularly where:

- Council has elected not to replace an asset at the end of its useful life
- the replacement of the asset is expected to be funded by a grant/subsidy from a separate organisation
- a third party has a contractual obligation to maintain the asset or replace it at the end of its useful life
- fully funding depreciation in the short-term will result in an unreasonable burden on ratepayers and create a conflict between funding principles (e.g. financial sustainability and rates affordability), making it prudent to extend the timeframe to reach full funding of depreciation
- the deficit can be funded from prior year operating surpluses (reserves).

The approximate proportion of the operational funding sources for each activity is shown in

¹ Core infrastructure assets include those associated with roading and cycle trails, water, wastewater, waste services, public toilets, Council offices/buildings, electricity supply, computer equipment and vehicles. It excludes assets which Council may opt not to replace in the future including the following activity assets - water facilities (e.g. boat ramps), stormwater, footpaths, airport, furniture, other plant/buildings (e.g. wheelie bins, playgrounds, community housing, halls, library books).

² The proportion of depreciation funded is less than proposed in prior LTP's due to a significant increase in the value of water and wastewater assets in 2023 which resulted in the actual depreciation being considerably greater than the budgeted depreciation. The 2021 LTP budgeted for depreciation on core infrastructure to be fully funded by 2028/2029.

Table 2.

Capital expenditure (capex) is spending to acquire new or upgrade/enhance existing assets (such as pipes and buildings). The method of funding generally depends on the type of asset expenditure. Council has three categories of capital expenditure spread across its activities:

- **renewal expenditure (REN)** - defined as capital expenditure to replace or restore existing assets to the original size, capacity and condition with no change in service level. Renewals of major assets are usually funded from a combination of grants/subsidies (where these are available), reserves (including depreciation reserves) and borrowing (repaid through rates). Smaller regular asset renewals (e.g. library book replacements) are usually funded from rates or reserves. Some financial contributions charged on the development of land may also be used.
- **level of service expenditure (LOS)** - defined as capital expenditure on new assets or improvements to existing assets that improves the service level delivered which is beyond the original design capacity and estimated life. This is generally funded from reserves (including depreciation reserves), grants/subsidies (where these are available) and borrowing (repaid through rates). Some financial contributions charged on the development of land may also be used.
- **demand expenditure (DEM)** - defined as capital expenditure on new assets or improvements to existing assets to provide additional capacity necessary to accommodate growth or changes in demand. This is generally funded from reserves, grants/subsidies (where these are available) and borrowing (repaid through rates). Some development or financial contributions charged on the development of land may also be used.

The key sources of funding and their application against expenses are summarised in Table 1.

Table 1: Description of the funding mechanisms and their general application

Funding source	Definition	Rationale for application	Application			
			Opex	Capex		
				DEM	LOS	REN
General Rates (including UAGC)	General rates are a property tax to fund local government activities. General rates are those assessed across all rateable properties in the district and include both the general rate set on a rate in the dollar charged on capital value (with no differential) and the Uniform Annual General Charge (UAGC), which is a flat amount levied on each rating unit.	<p>These rates are used to fund those services where there is a benefit to the district as a whole. It is typically used when there is a high general benefit in the services provided, when Council considers the community as a whole should meet the costs of the service, and when Council is unable to achieve its user-charge targets and must fund expenditure.</p> <p>Capital value (CV), compared to land value (LV) is seen as the best mechanism for creating a stable and resilient rate base over time. This is because of the wider availability of market sales information and given that CV reflects the total investment in the property and provides a better proxy for use of services/infrastructure than other rating tools. Properties with higher capital values are also considered to be more able to bear the costs of a proportionally higher general rate given the higher value of improvements or ability to generate income (particularly business/farm/forestry land). Further, Council considers that CV does more to support Maori to retain their land given that a sizeable portion of Maori freehold land is vacant and undeveloped and would pay less under CV than a similarly sized developed property.</p> <p>The size of the UAGC is set each year by Council and is used as a levelling tool in combination with the general rate. If the UAGC were set at zero the effect would be to increase the amount of rates assessed on CV which would</p>	✓		✓*	✓*

Funding source	Definition	Rationale for application	Application			
			Opex	Capex		
				DEM	LOS	REN
		increase rates on higher value properties and decrease rates on lower value properties. Council may use the UAGC to balance the impact of high fixed charges (including the UAGC and other fixed charges) on those with low incomes and property values against the impact of a low UAGC on the relative share of rates levied on high value properties, such as large rural properties.				
Targeted rates	Targeted rates are a property tax to fund local government activities. Targeted rates are set for a specific activity or group of activities and can be charged in a number of different ways to collect funds over specific groups of rating units.	Targeted rates are used when Council considers that transparency is important, or where the location or method of rating makes the use of a targeted rate more appropriate, equitable or a better match to the benefits of the activity. The the Long Term Plan or Annual Plan rates funding impact statement details how the rate is charged.	✓	✓	✓*	✓*
Grants and subsidies	Funding received from other agencies, usually for a specific purpose including funds collected from Stewart Island/Rakiura visitor levy revenue and roading subsidies from NZTA (Waka Kotahi).	Council will use grants or subsidies from central government (e.g. NZTA Waka Kotahi), organisations and Stewart Island/Rakiura visitor levy revenue where available, usually for a specific purpose. This approach minimises the cost to the community of undertaking projects and activities. Generally these are used for capital expenditure, but may also be used for operating expenditure in certain circumstances.	✓	✓	✓	✓
Fees and Charges	Fees charged to individuals or groups who are directly using Council services (e.g. building consent fees).	Council uses a range of fees and charges where the users of a service can be identified and charged according to their use of the service (and those that do not pay are denied access to the service). This is based on the user-pays principle where the user pays for the benefits received. Fees are also appropriate where an individual's action or inaction creates the need for an activity (cost causation). For example, infringement fees for owners of wandering dogs. In setting fees Council also considers issues like the affordability of the charges, particularly where setting a charge too high will reduce the use of a service and therefore diminish its value to the community and impose a greater cost on ratepayers longer-term.	✓		✓*	✓*
Investment Income	Income received from any investments (e.g. forestry)	This income is generally used to reduce rates or may be added to reserves to future fund projects.	✓	✓	✓	✓
Lump Sum Contributions	Lump Sum contributions are where ratepayers agree to pay a capital (or lump sum) payment towards meeting the cost of providing a particular asset in their community (e.g. upgrading of a water supply) rather than paying for these capital costs via an annual targeted rate.	These contributions will be used to fund the repayment of debt for specific capital activity from time to time.	✓	✓*	✓*	✓*
Proceeds from Asset Sales	Proceeds from asset sales are the monies received from selling physical assets, such as plant and equipment.	Proceeds from asset sales will be generally be used for the repayment of debt or the acquisition of new assets but may be used to fund project related operating costs from time to time.	✓	✓	✓	✓
Depreciation Reserves	Assets lose value over time through use, wear and tear, age, obsolescence and must be replaced. Depreciation is an accounting method to spread the replacement cost of an asset	Depreciation reserves are used to fund the replacement of capital assets when they reach the end of their useful life. These reserves are used to fund both capital expenditure for renewals and increased level of service, along with any debt repayment relating to prior years capital expenditure. Council will use depreciation from current and prior years that has not	✓		✓	✓

Funding source	Definition	Rationale for application	Application			
			Opex	Capex		
				DEM	LOS	REN
	over its working life. Depreciation reserves are accumulated from rates and other operating revenue.	already been applied to fund asset replacements. Council's current approach is to prioritise phasing in full depreciation funding of core infrastructure assets (refer page 19) with other assets to be considered in the future once core assets are fully funded.				
Council Reserves	Reserves are made up of funds that have been put aside to replace assets or for a specific activity in the future or accumulated from unspent rates/income.	Where past surpluses are available these may be used to fund capital expenditure and in some instances operating expenditure at Council's discretion. Reserves will be applied to expenditure in line with the purpose for which the funds were collected or in line with any conditions that were in place when the funds were received. These are typically classified as local reserves (where reserves are for the benefit of specific communities), or district reserves (where reserves are held for the benefit of the wider district).	✓	✓	✓	✓
Financial and/or Development Contributions	Financial contributions are a capital charge for works carried out to mitigate environmental effects of subdivision, land use and development. Development contributions are a capital charge on development to recover share of the capital costs that development imposes on network/community infrastructure.	Financial or development contributions are used to ensure that a fair proportion of the cost of infrastructure (needed to serve growth or mitigate environmental effects) is funded by those who cause the need (i.e. land sub-dividers). Council's Policy on Development and Financial Contributions sets out the conditions in which contributions are required, the method used to calculate them and how they can be used.		✓	✓	✓
Borrowing – internal	Council uses cash surpluses from some activities to lend to other activities that need to borrow. This reduces the overall cost of borrowing. Council charges interest on the funds lent to the borrowing activities, and receive interest on the funds borrowed from the lending activities.	Council will fund short term deficits with internal borrowing where this is considered to be prudent. Interest on reserves is calculated on the average balance of each reserve during the year. Interest is allocated at a prescribed interest rate (as discussed in the Long Term Plan assumptions). Both positive and negative reserves get interest charged or applied. For the majority of reserves held by local communities, this interest is added to the reserve, which has no impact on the rate requirement as these reserves are usually positive and are set aside for future projects. For the majority of district reserves, interest will reduce the rates required or increase the rates required if the reserve has a negative balance.	✓	✓	✓	✓
Borrowing – external	Borrowing is not a source of revenue itself. Rather it is a 'bridging' mechanism to assist with the financing required for the construction of long term assets. Debt arising from borrowing still needs to be repaid from other sources of revenue (e.g. rates).	Borrowing to fund capital expenditure spreads the repayment of that borrowing over several years and helps to ensure fairness or intergenerational equity so that current ratepayers pay for the services they use now, and future ratepayers also pay their share. Generally Council will not borrow to fund operating costs, however Council may enter into short-term borrowing arrangements to manage cashflows. More detail about Council's borrowing is set out in the Investment and Liability Policy.	✓	✓	✓	✓

* Application depends on how the activity to which capital expenditure relates is funded.

3.2.1 Summary of funding sources

Table 2 shows the resulting likely proportions of funding from each source that will be used to fund operating expenditure for LTP activity groups and activities/sub activities. This summarises the outcomes of the funding needs analysis in section 3.2.2. Non-direct corporate support costs (for overhead functions like people/capability, finance, strategy/policy and customer service) are allocated at the activity group* level only (grey shading) and are largely funded by general rates.

For **operational expenditure**, funding proportions for each activity are expressed as ranges - **low** (<33%); **medium** (33 to ≤66%); **high** (>66%). The resulting funding proportions are not intended as an exact realisable proportion. Rather they provide an indication of the main sources of funding over ten years. At times minor costs may be funded from a source not indicated.

Capital expenditure funding contributions are identified in section 3.2.2. The proportion of capital costs funded from each source will vary depending on the type of project and the funding available.

Table 2: Summary of operating expenditure funding sources by activity group* and sub-activity (showing proposed changes)

Activity Group & Activity	Sub-activity	General rate	Targeted Rates	Fees and Charges	Other Sources (incl subsidies/grants)
Community Resources*		Medium	Medium	Low	Low
Community Facilities	Halls		High	Low	Low
	Toilets	High		Low	Low
	Council / community buildings	Medium	Low		Medium
Community Services	Cemeteries	High		Medium (was Low)	Low
	Community Housing	Low			High
	Library Services	High		Low	Low
Open Spaces		Medium	High		Low
Waste Services		Low	Medium	Low	Low
Electricity Supply (SIESA)			Low	High	Low
Stormwater Drainage*		Low	High		Low
Transport*		Low	High	Low	Low
Roads, Footpaths, Airport and Cycle Trails	Roads, Footpaths and Cycle Trails	Low	High	Low	Low
	Airport	Consultation options:			
		1+2: Low 3: Medium 4: High	High Medium Low	Low Low Low	Low Low Low
Water Facilities		Low	High (was Low)	Low (was High)	High (was Low)
Sewerage*		Low	High	Low	Low
Water Supply*		Low	High	Low	Low
Community Leadership*		High	Low		Low
Representation and Advocacy		High			Low
Community and Futures		High	(was Low)		Low
Community Assistance		Low (was Medium)	Medium		Low
Environment Services*		Medium		Medium	Low
Environment Services	Resource Management	High		Low	Low
	Animal Services	Low		High	Low
	Environmental Health	Medium		Low (was Medium)	Low
	Building Solutions	Low		High	Low
Emergency Management		High			Low
Funding band key:		Low (<33%)	Medium (33% to ≤ 66%)	High (>66%)	

Generally the process for funding operating costs of these activities is as follows:

- recover the full designated portion of operating costs from users fees and charges provided there are no legislative or practical constraints;
- use operating grants or subsidies to reduce the gross cost to be funded;
- apply any other relevant funding available such as interest, reserves and borrowing (largely for financially significant one-off projects that extend the life of an asset e.g. painting);
- where it is not practical to charge users a fee or charge but users still need to contribute, targeted rates may be set;
- any net income from investments may then be applied and any residual requirement will be funded through general rates.

More detail about Council's rating policies (including the details of targeted rates and how they are applied, the level of the UAGC, and the details of any differentials) are outlined in the LTP Rates Funding Impact Statement.

3.2.2 Detailed activity funding needs analysis (sub-activity level)

The detailed sub-activity funding analysis below demonstrates Council’s consideration of the factors in s 101(3) of the LGA in terms of its funding source choice. It excludes the non-direct corporate support costs.

Table 3: How to read the activity funding needs analysis table

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment LGA s101(3)(b)				Indicative Funding Source (funding range) - catchment(s) for rate
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined		
							General	Targeted	General	Targeted	
GROUP: This is the broad grouping of activities as shown in the LTP (e.g. Community Resources)											
Activity: This is the set of activity functions under the broader Activity Group e.g. "Community Facilities"											
Sub activity: This is the specific groups of business units under each activity e.g. "Halls"											
These are the community outcomes that the activity contributes to and which Council considers when assessing whether the proposed funding source will promote or work against the achievement of community outcomes. This may result in an adjustment to the proposed funding sources.	This briefly describes who benefits from the activity. For operating expenditure Council will consider how the benefit of an activity applies to households, businesses and the community as a whole. Generally, individual benefit leads to fees and charges, location based benefits lead to targeted rates, and community wide benefits leads to general rates or targeted rates applied across the district. For capital expenditure the benefit distribution is similar to operating expenditure unless Council resolves otherwise. Council may also choose to target those people or organisations who primarily benefit through lump sum options or targeted rates.			This identifies whether the activity has to be done because the actions or inactions of individuals or groups creates the need to undertake the activity (e.g. nuisances / polluters). Council may choose to target these people or organisations through fines, charges or targeted rates.	This describes the timeframe over which that the benefits are delivered (e.g. one-off, ongoing or intergenerational). For most operating expenditure the benefit is received in the year the expense is incurred making it appropriate to fund through annual operating revenues (rates, fees etc). Some operational expenditure may have a benefit over multiple years and Council may choose to fund the activity over a longer period (by borrowing). For most capital projects the benefit is intergenerational and received over the life of the asset. Council will have regard to the equitable distribution of costs to each generation for the building and renewal of the asset. Funding depreciation (through rates and annual operating revenue) and borrowing (with associated interest costs) are the primary ways to spread the costs over the life of assets.	This considers the costs and benefits funding of the activity separately including consequences for providing transparency and accountability to the community about the costs. In some cases, while it may be desirable to charge individuals, there may be no practical way of doing so. When considering what rates will be charged, the costs and benefits of separate rating mechanisms for separate activities should be weighed up. Council does not wish to make a complex rating or funding system that is expensive to maintain and confusing to interpret, as this will not contribute to improved transparency and accountability. In addition, Council may prefer to use other communication tools to demonstrate to the community how activities are funded.	Rationale This sums up Council's consideration of all of the factors to identify the proportion of the activity that should be funded generally (through general rates, district wide rates or other community wide mechanisms), or through targeted means (targeted rates, fees, charges etc). It signals whether Council has made adjustments to refine this general/targeted allocation as a result of considering the overall impacts on current and future community wellbeing of the proposed funding sources.				This section identifies the proposed funding sources of operating and capital expenditure, including the indicative proportion of funding for each source of operating expenditure funding. For operational expenditure, funding proportions for each activity are expressed as ranges - low (<33%); medium (33 to ≤66%); high (>66%). Where rates are used as a funding source this section identifies the likely catchments for the rates (generally across the district or targeted to specific areas or services). More detail on the rate catchments are included in the LTP Funding Impact Statement (Rates).

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
GROUP: COMMUNITY RESOURCES												
Activity: Community Facilities												
Halls												
<p>► Communities with a sense of belonging for all</p> <p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>Communities with the infrastructure to growThe activity provides spaces for people to come together, which strengthens social connections within communities.</p> <p>The activity also provides common spaces where people can carry out recreational and physical activity.</p>	<p>Low</p> <p>The whole community benefits from the option they have to use halls which are available for public use.</p> <p>Facilities are spread widely across the district and have a range of community uses.</p> <p>Council also supports some privately owned halls.</p>	<p>Medium</p> <p>Parts of the community that have a hall nearby have easier access and may experience a greater benefit than those who have to travel a longer distance to use a facility, particularly where other options are unavailable.</p>	<p>Medium</p> <p>Groups and individuals that use halls for community and recreational use experience a direct benefit.</p>	<p>Groups and individuals who wish to use facilities for events and activities in their community or to provide a focal point for communities.</p> <p>People wanting to use a hall pay a hire charge. In some cases, vandalism and accidental damage may cause additional costs. Where possible, costs will be recovered.</p>	<p>Current and future years</p> <p>Halls have long useful lives and will benefit both current and future generations.</p> <p>Council does not currently fund the depreciation on halls, with decisions on how to fund replacements or renewals to be made once individual halls reach the end of their useful life.</p> <p>Council may look to divest ownership where this is not critical to the provision of the activity, or the community feedback/usage indicates the hall is no longer needed.</p>	<p>While halls are a relatively small part of Council’s overall expenditure, each community generally has a stronger connection to the halls in their local area compared to those in other parts of the district. As such, while the funding of this activity is included under community resources, targeted rates enable the different funding needs of each hall to be shown and allows for variations in the type of hall and level of service provided to various communities across the district.</p>	10%	90%	0%-20%	80%-100%	<p><i>Operational</i></p> <p>Targeted rates (High) - Area of service</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>Targeted rates</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	
Toilets												
<p>► Communities committed to the protection of our land and water</p> <p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with the infrastructure to grow</p> <p>The activity provides clean, safe and sanitary toilet facilities for visitors and residents along key travel routes and in high public use areas such as commercial areas, parks, beaches, playgrounds and freedom camping areas.</p> <p>The activity also ensures that human waste is appropriately dealt with to minimise any environmental or public health impacts.</p>	<p>High</p> <p>The whole community benefits because all people from within and outside of the district have the ability to use public toilets. There are also wider public health and environmental benefits through providing facilities for sanitary purposes.</p> <p>Facilities are spread widely across the district.</p>	<p>Medium</p> <p>Parts of the community that have a high number of visitors with toilet facilities nearby may experience a greater benefit. Shops located near public toilets may also benefit indirectly.</p>	<p>High</p> <p>Visitors and residents that use toilet facilities experience a direct benefit.</p>	<p>Visitors and residents. While there are benefits to individuals who use the facilities, charging them for use may act as a disincentive and result in negative outcomes.</p> <p>In some cases, vandalism may cause additional costs. Where possible, costs will be recovered.</p>	<p>Current and future years</p> <p>Public toilets have long useful lives and will benefit both current and future generations.</p> <p>Council does fund depreciation on public toilets.</p>	<p>Toilets make up a small part of Council’s overall expenditure and are generally maintained to a consistent standard across the district. As such it is appropriate to amalgamate funding under community resources and use community wide funding sources (general rates) to minimise collection costs.</p>	50%	50%	80%-100%	0%-20%	<p><i>Operational</i></p> <p>General rate (High) - District</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Council/community buildings												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>The activity involves the maintenance and management of other Council properties which support the provision of Council services (like libraries) and other community delivered services (like maternity services or communication services). Some of the buildings and structures have a tourism/economic or heritage/memorial value.</p>	<p>Medium</p> <p>The whole community benefits from land and buildings that support the delivery of Council services or facilities that are available for public use.</p>	<p>Medium</p> <p>Parts of the community that have land and buildings that support the delivery of community services in that location, benefit directly.</p>	<p>Low</p> <p>Property lessees are the direct beneficiaries of the activity and generally the space can only be occupied by one lessee at a time.</p>	<p>Groups and individuals who wish to use buildings or access the services delivered in them or retain them for their economic heritage/memorial value.</p>	<p>Current and future years</p> <p>Community buildings and structures have long useful lives and will benefit both current and future generations.</p> <p>Council does fund depreciation on some facilities like Council offices with decisions on how to fund replacements or renewals of other buildings to be made once facilities reach the end of their useful life.</p>	<p>Given that most of these buildings are offices and used to support the delivery of all services, it is appropriate to amalgamate funding of under community resources with the majority of funding from community wide sources (general rates). A small portion of targeted rates are also used to fund local buildings used to provide community services in each area.</p>	<p>50%</p>	<p>50%</p>	<p>50%-100%</p>	<p>0%-50%</p>	<p><i>Operational</i></p> <p>General rate (Medium) - District</p> <p>Targeted rate (Low) – Areas of service</p> <p>Other sources (Medium)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	
Activity: Community Services												
Cemeteries												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities committed to the protection of our land and water</p> <p>The activity provides a memorial space where family and friends can remember others as well as a record of community history and heritage.</p> <p>The activity also ensures internments are managed in a way to minimise any environmental or public health impacts.</p>	<p>Low-Medium</p> <p>The whole community benefits from the provision of an interment system that remembers and respects those who have passed away and maintains public health and environmental standards through safe disposal of human remains.</p> <p>Records of interment are linked to the history of the community and are of public benefit.</p> <p>Facilities are spread widely across the district.</p>	<p>Low-Medium</p> <p>Parts of the community that have a council owned and operated cemetery nearby may experience a greater benefit from being able to have family members buried nearby.</p>	<p>Medium-High</p> <p>Families and friends of the deceased (from within and outside of the district) are the direct beneficiaries of the service with individual gravesites provided for remembrance and burial as well as cemetery records which are available to those researching family history.</p>	<p>People wanting to be buried in the district pay interment fees. In some cases, vandalism and failure to maintain headstones may cause additional costs. Where possible, costs will be recovered.</p>	<p>Current and future years</p> <p>Cemeteries have long useful lives and will benefit both current and future generations. The cemeteries do have limited capacity and extensions are required when existing capacity is exhausted.</p>	<p>Cemeteries make up a small part of Council’s overall expenditure. Given this and that cemeteries are generally maintained to a consistent standard across the district, it is appropriate to amalgamate funding under community resources and use community wide funding sources (general rates) to minimise collection costs.</p>	<p>60%</p>	<p>40%</p>	<p>50%-75%</p>	<p>25%-50%</p>	<p><i>Operational</i></p> <p>General rate (High) - District</p> <p>Fees and charges (Medium)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Community Housing												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities with the infrastructure to grow</p> <p>This activity provides good quality affordable housing to people in need enabling them, where possible, to remain socially connected and living in their local community.</p>	<p>Low</p> <p>The whole community benefits as the provision of low cost housing provides comfort to the wider community that vulnerable groups are being assisted supporting the current and future social and economic wellbeing of the district.</p>	<p>Low</p> <p>Vulnerable groups in the community can access affordable housing to remain living in their local community where this is provided. Parts of the community that have council owned and operated housing nearby may experience a greater benefit from having friends and family living nearby. Facilities are available at key locations in the district.</p>	<p>High</p> <p>Occupants of the housing units and their friends and family.</p>	<p>People who have a need for assistance with accommodation with either limited financial means or living in communities with limited housing availability.</p>	<p>Current and future years</p> <p>Housing units have long useful lives and will benefit both current and future generations but require ongoing repairs and maintenance. Council does not currently fund the depreciation on community housing, with decisions on how to fund replacements or renewals to be made once units reach the end of their useful life.</p>	<p>Community housing makes up a small part of Council’s overall expenditure and is largely funded from rents. As such it is appropriate to amalgamate funding under the community resources activity and use targeted funding sources.</p>	10%	90%	0%-20%	80%-100%	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Other sources (High)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	
Library Services												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>The activity provides access to printed and digital resources for education and recreation which promotes literacy and supports people to be more socially connected through the exchange of thoughts and ideas. They also provide access to resources to help with family or local history research and act as a community hub.</p>	<p>Medium</p> <p>The activity benefits the whole community by building the knowledge and skills of residents, providing for their general enjoyment and social interaction. These resources are available and accessible to all. Facilities (including the bookbus) are available throughout the district and online.</p>	<p>Medium</p> <p>Parts of the community that have a library nearby have easier access and may experience a greater benefit than those who have to travel a longer distance to use a facility.</p>	<p>High</p> <p>Individuals who use the resources provided receive a direct benefit.</p>	<p>Library members and visitors who access books, computers and other library resources and staff knowledge. In some instances Council incurs costs where people do not return items with fines charged where possible.</p>	<p>Current and future years</p> <p>Library resources like books and computers have relatively short useful lives and are renewed and replenished on a rolling basis. However, there is also an on-going intergenerational benefit from these resources as centres of learning and knowledge.</p>	<p>Library services make up a small part of Council’s overall expenditure. As such it is appropriate to amalgamate funding under community resources and use community wide funding sources (general rates) to minimise collection costs.</p>	50%	50%	80%-100%	0%-20%	<p><i>Operational</i></p> <p>General rate (High) - District</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Activity: Open Spaces												
Parks, reserves, playgrounds and street litter bins s												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>The activity provides open spaces where people can relax, connect and participate in sport and recreation, contributing to community health and wellbeing. Green spaces, landscapes and streetscapes are restful and enhance/maintain the visual appeal of areas and increase appreciation of natural areas.</p>	<p>High</p> <p>The whole community benefits through the provision of open spaces. Individuals and groups can pursue active and passive leisure pursuits and learn about the natural environment. This can enhance community pride, contribute to community health and wellbeing, and generate positive perceptions of the district.</p> <p>Facilities are available throughout the district.</p>	<p>High</p> <p>Parts of the community that have open spaces in their local area have easy access and may experience a greater benefit than those who have to travel a longer distance to use a facility.</p> <p>Open spaces and streetscapes also contribute to each community's sense of place.</p> <p>There may also be some benefit to business by having open spaces that attract and provide for visitors.</p>	<p>Medium-High</p> <p>Individuals and groups receive private benefit through their use of parks and sportsfields for recreational pursuits, events and organised sport.</p> <p>Some facilities are leased to sporting, recreational, cultural and community groups, who may have exclusive rights to use them.</p>	<p>The community in general creates the need, with some specific groups creating a need for particular facilities (sportsfields, playgrounds). Visitors who appreciate the aesthetic aspects and utilise the spaces and facilities also create a need.</p> <p>Council also incurs costs for disposing of rubbish from people using reserves as well as occasional vandalism. Where possible Council will look to recover the costs of vandalism.</p> <p>New development may also create a need for additional open spaces.</p>	<p>Current and future years</p> <p>Parks, reserves, playgrounds and streetscapes have long useful lives and will benefit both current and future generations. These also require ongoing repairs and maintenance annually.</p> <p>Council does not currently fund the depreciation on open space assets, with decisions on how to fund replacements or renewals to be made once units reach the end of their useful life.</p>	<p>As this activity makes up a relatively small amount of overall expenditure, it is appropriate to amalgamate under community resources. However, while open spaces are available across the district, there are differences in the scale and level of service provided in different areas making it appropriate to use a mix of funding sources with targeted funding of local facilities and community wide funding sources (general rates) used for facilities that have significance/value for the entire district. Where spaces are leased to clubs and community groups, fees will be charged.</p>	<p>20%</p>	<p>80%</p>	<p>30%-60%</p>	<p>40%-70%</p>	<p><i>Operational</i></p> <p>General rate (Medium) - District</p> <p>Targeted rates (High) - Area of service</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Financial and/or development contributions</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Activity: Waste Services												
Refuse, Recycling, Transfer Stations, Greenwaste, Wheelie Bins												
<p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity provides a range of solid waste management facilities including transfer stations, recycling / greenwaste sites and wheelie bin collections that enable people to dispose of their waste appropriately. The activity also supports waste reduction, reuse and recycling facilities and initiatives that help to maintain the health of the community and the natural environment.</p>	<p>Medium</p> <p>The whole community benefits from facilities that enable the community to dispose of waste appropriately. This helps to protect public health, maintains the attractiveness of areas and reduces environmental contamination from incorrect waste disposal. Education and recycling programmes benefit the environment and society in general. Facilities are available throughout the district.</p>	<p>Medium</p> <p>Parts of the community that have solid waste facilities or kerbside collection services in their local area have easy access and may experience a greater benefit than those who have to travel a longer distance to use a facility (particularly rural properties).</p>	<p>High</p> <p>Individual users (households / businesses / visitors) of the various Council-provided services, particularly kerbside bin collections, transfer stations and recycling / greenwaste sites.</p>	<p>The community in general creates the need by producing waste. In some cases, inappropriate disposal of hazardous waste and illegal dumping-causes additional costs which will be recovered if possible and economically viable to do so.</p>	<p>Current and future years</p> <p>There are intergenerational benefits to the community of facilities that have long useful lives. The activity also protects the environment from the adverse impacts of waste which can have a longer term benefit. Council does fund depreciation on waste assets excluding wheelie bins.</p>	<p>As this activity makes up a relatively small amount of overall expenditure, it is appropriate to amalgamate funding under community resources. Targeted funding sources (targeted district-wide wheelie bin rates and transfer stations fees) ensure users are funding the majority of collection and disposal costs. The remaining costs of waste minimisation (including recycling centres and greenwaste sites) and transfer stations are funded from community wide funding sources (general rates) to encourage use of the services and reduce landfill material given the wider environmental and community benefits.</p>	30%	70%	0%-40%	60%-100%	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Targeted rates (Medium) - Area of service</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Activity: Electricity Supply												
Stewart Island Electricity Supply (SIESA)												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity generates and supplies a convenient and reliable source of electricity, which is essential for business, industry and residential needs on Stewart Island/Rakiura. The activity also operates waste collection services for the island.</p>	<p>Low</p> <p>The whole community benefits because the electricity supply supports the island. As a key tourism destination, there is also a flow-on economic benefit to the rest of the district when visitors also choose to travel to other areas of the district. A coordinated supply also reduces the impact on the unique natural environment, which is located within a conservation estate.</p>	<p>Medium/High</p> <p>SIESA provides electricity services for the Stewart Island/Rakiura community and supports the community's economic and social wellbeing by providing an essential service to local residents, businesses and visitors.</p> <p>The single generation source of electricity and waste management practice also reduces the impact on the local environment and protects amenity values for residents.</p>	<p>High</p> <p>Individual property owners and businesses that are connected or able to connect to the supply receive a private benefit.</p>	<p>Residents, businesses and visitors create the need.</p>	<p>Current and future years</p> <p>The electricity lines have long useful lives and will benefit current and future generations. Diesel generators have shorter lives.</p> <p>Council does fund depreciation on SIESA assets.</p>	<p>As this activity makes up a relatively small amount of overall expenditure, it is appropriate to amalgamate funding under community resources. A mix of targeted funding sources (electricity charges and targeted rates) are used to reflect a user pays approach and ensure electricity consumers are aware of the costs associated with their use and to reflect the general benefit to island properties of having a reliable electricity network available.</p>	<p>5%</p>	<p>95%</p>	<p>0%-10%</p>	<p>90%-100%-</p>	<p>Rationale</p> <p>The majority of the costs will be funded from fees and charges to reflect the targeted benefit received by individual properties connected to the supply.</p> <p>A small portion of the costs are funded by rates recognising the flow-on benefits to the district from this activity (tourism and conservation of the unique island environment). Rate funding also recognises that there is a general community benefit from having a reliable and convenient supply of electricity that people choosing to live/build on the Island can connect to.</p> <p>Operational costs are mainly funded through a mix of fees and charges (e.g. fixed monthly charge, consumption charges and connection charges) and a contribution from a targeted rate.</p> <p>Capital expenditure will primarily be funded by borrowing to match funding to the expected life of the asset for intergenerational equity and to smooth rates input. Grants may be available from time to time for specific projects but are difficult to predict</p>	<p><i>Operational</i></p> <p>Targeted rates (Low) - Area of service</p> <p>Fees and charges (High)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>Targeted rates</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Financial and/or development contributions</p> <p>Other sources including reserves</p>

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
GROUP: STORMWATER DRAINAGE												
Activity: Stormwater												
Stormwater Drainage												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity provides a safeguard for public health/safety and also helps to maintain access to properties during periods of wet weather. The activity also protects the environment by controlling pollutants and sediments in stormwater discharges to waterways or coastal areas.</p>	<p>Medium</p> <p>The whole community benefits because of the decreased risk to community infrastructure of flooding, the treatment of stormwater to protect the environment, and the maintaining safe transport links and accessibility during rainfall events.</p>	<p>High</p> <p>Parts of the community where a stormwater network is provided (typically urban areas) are likely to experience a greater benefit because these people, their land and their property are better protected from flooding. Property owners downstream and people who visit these areas or use services in these areas also benefit, but to a lesser extent.</p>	<p>High</p> <p>Individual property owners connected to a scheme benefit from the safe and efficient management of stormwater away from their properties.</p>	<p>Urban development reduces the amount of permeable land area available for stormwater removal, which creates the need for this activity.</p> <p>Changing weather patterns and increased rainfall also contribute to the need for stormwater.</p>	<p>Current and future years</p> <p>Stormwater infrastructure has a long useful life and will benefit both current and future generations.</p> <p>Council does not currently fund the depreciation on stormwater, with decisions on how to fund replacements or renewals to be made once individual assets reach the end of their useful life.</p>	<p>While this activity makes up a relatively small portion of overall expenditure, given legislative requirements and the increasing importance of stormwater, it is appropriate to show funding of this activity separately. A mix of community wide funding sources (district-wide targeted and general rates) provide transparency around the costs associated, with general rates used to fund some of the corporate support costs allocated to the activity.</p>	20%	80%	0%-20%	80%-100%	<p>Rationale</p> <p>The majority of funding is targeted from areas where stormwater is provided. Although each stormwater scheme has different costs to maintain and operate, schemes across the district have been amalgamated for funding purposes, rather than each scheme paying for its own costs. This means that all properties in communities serviced by stormwater, pay the same regardless of the costs related to each individual scheme. In general, this benefits smaller schemes that have a higher per ratepayer cost.</p> <p>A portion of the costs is also paid by all properties in the district (through a combination of general rates and targeted rates in areas not serviced by stormwater) given the general benefits of having stormwater systems protecting key businesses that support the rural sector and maintaining access to towns in heavy rainfall events. In addition, general rate funding also contributes to asset management and corporate support costs to ensure the services are well managed across the district.</p> <p>The majority of operational costs are funded through targeted rates with a small portion funded from the general rate. Some other charges may be used to fund costs of new connections.</p> <p>Capital expenditure will be funded by reserves or by borrowing to match funding to the expected life of the asset for intergenerational equity and to smooth funding input. Grants may be available from time to time but are difficult to predict.</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
GROUP: TRANSPORT												
Activity: Roads, Footpaths, Airports and Cycle Trails												
Roads, Footpaths (including Around the Mountains Cycle Trail)												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities with the infrastructure to grow</p> <p>This activity provides and maintains transport networks (such as roads, footpaths and bridges), and traffic control mechanisms (such as signage, lighting and road markings). This activity provides for the safe and efficient movement of goods, services and people throughout the district which helps the community to remain connected and have active lifestyles and supports the local economy. The activity also provides for the Around the Mountain Cycle trail, which provides accessibility, tourism and recreational opportunities.</p>	<p>Medium</p> <p>The whole community benefits from accessibility of the district and ease of transportation, connections to other transport networks, as well as property location/identification.</p>	<p>High</p> <p>Rural landowners, industries and businesses benefit from being able to efficiently transport goods, services, customers and employees to and from their properties as well as visitors and tourists. Pedestrians in communities where footpaths and streetlights are provided (typically urban areas) have easy access and may experience a greater benefit than those who live in areas without footpaths/streetlights</p>	<p>High</p> <p>Individuals, groups and businesses using the roading and footpath network to carry out their day-to-day business and activities.</p> <p>Utility networks that use the road corridor for their services.</p>	<p>The community in general creates the need and an extensive network is needed to service urban and rural areas. Heavy vehicles transporting freight have a significant impact and are a significant cost driver with these vehicles causing most of the structural pavement damage requiring maintenance and renewal.</p> <p>Weather, climate and heavy vehicles can shorten the lives of portions of the network</p> <p>In some cases, additional costs may be created through vandalism and accidents.</p>	<p>Current and future years</p> <p>Road, footpath and cycle trail infrastructure has a long useful life and will benefit both current and future generations. Council does not currently fund the depreciation on community housing, with decisions on how to fund replacements or renewals to be made once units reach the end of their useful life.</p> <p>Council does fund depreciation on roads and cycle trail assets but does not currently fund the depreciation on footpaths with decisions on how to fund replacements or renewals to be made once individual assets reach the end of their useful life.</p>	<p>Given legislative requirements and the importance/financial scale of the activity, it is appropriate to fund the activity separately. The use of community wide funding sources (district-wide targeted rates) reflects the consistent standard and management approach taken across the district and provides transparency around road funding.</p> <p>Given that footpaths, streetlights and cycle trails make up a small amount of expenditure, it is appropriate to amalgamate these with roading under the transport activity. However, because of differences in the scale and level of service provided in various parts of the district, targeted rates enable variable funding levels for each area.</p>	30%	70%	0%-30%	70%-100%	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Targeted rates (High) - District + Area of service</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Financial and/or development contributions</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range showing proposed consultation options) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined (showing proposed consultation options)			
							General	Targeted	General	Targeted		
Airports												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with the infrastructure to grow</p> <p>The Te Anau Manapouri airport provides aerodrome services (landing, take off and ground handling facilities) for scheduled airline services as well as locally based commercial, aero medical, agricultural, training and recreational aviation. The facility also provides a function center. As such the facility supports access to Fiordland, provides transport options for tourism and other businesses and provides a social space for residents.</p>	<p>Low</p> <p>The whole community benefits from having an alternative transportation option that connects Fiordland with the rest of New Zealand and the world, and provides convenient access for visitors and businesses with flow-on economic benefits to the district when visitors also choose to travel to other areas.</p>	<p>Medium/High</p> <p>The airport provides aerodrome services for the local Fiordland community and supports the local economy by providing a transportation service to local tourism operators, aviation businesses and residents. The activity also provides an alternative transportation option in the event of an emergency.</p>	<p>Medium/High</p> <p>Recreational pilots and commercial users who use the airport for their business, and individuals who hire the facilities for events, receive a private benefit from the activity.</p>	<p>Aircraft operators, businesses and the rural sector use the airport for their operations and individuals who use the airport for recreation create the need. To an extent, the presence of the Fiordland community also generates a need to provide flight connections to the area.</p>	<p>Current and future years</p> <p>The airport buildings and runway have long useful lives and will benefit current and future generations. Council does not currently fund the depreciation on airport assets, with decisions on how to fund replacements or renewals to be made once individual assets reach the end of their useful life.</p>	<p>Given the airport is a relatively small part of Council's overall expenditure and primarily provides access to and from Fiordland, it is appropriate to amalgamate funding under transport and use a targeted rate to provide transparency to the community about the activity costs.</p>	10%	90%	<p>Option 1: 0%-15% (Current)</p> <p>Option 2: 0%-30%</p> <p>Option 3: 0%-50%</p> <p>Option 4: 100%</p> <p>Option 5: Other</p>	<p>85%-100% (Current)</p> <p>70% to 100%</p> <p>0%-50%</p> <p>0%</p> <p>Other</p>	<p><i>Operational</i></p> <p>Option 1+2: General rate (Low) – District Targeted rates (High) – Area of service</p> <p>Option 3: General rate (Medium) – District Targeted rates (Medium) – Area of service</p> <p>Option 4: General rate (High) – District Targeted rates (Low) - Area of service</p> <p>Option 5: General rate (TBC) – District Targeted rates (TBC) - Area of service</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Water facilities												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>Water infrastructure like boat ramps, jetties, wharves and navigation aids enable recreational and commercial access to waterways as well as the ability for residents and visitors to access critical services/goods where the only practical access is available by water. Water facilities provide residents and visitors with easier access to special parts of the district, which enables appreciation of unique natural environments.</p>	<p>Medium</p> <p>The whole community benefits because the infrastructure is part of the larger transportation network that allows for the movement of people and goods throughout the district. The infrastructure also facilitates recreational activities and access to unique natural environments with flow-on economic and tourism benefits. Control structures (i.e. navigation aids, stop banks and marine walls) also support the environment (by protecting from flooding) and help ensure public safety (by having aids that improve navigation).</p>	<p>Medium</p> <p>The parts of the community that have water facilities and boats have easier access and may receive a more direct benefit - with flow-on recreational on economic benefits to the local area where facilities are provided. The activity also provides alternative transportation options to remote areas in the event of an emergency.</p>	<p>Medium/High</p> <p>Recreational and commercial users who use water facilities receive a private benefit from the activity. Commercial use includes vessel mooring and transporting goods/services/visitors. Facilities are also used by the fishing/aquaculture industry for employees to access work locations. Recreational use includes boating, fishing, and access for hunting and tramping.</p>	<p>Commercial and recreational marine users create the need for the activity. In some cases, additional costs may be caused by damage from vessels. Council may be able to recover damage-related costs where liability is able to be determined.</p>	<p>Current and future years</p> <p>Infrastructure associated with water facilities has a long useful life and will benefit current and future generations. Council does not currently fund the depreciation on water facilities, with decisions on how to fund replacements or renewals to be made once individual assets reach the end of their useful life.</p>	<p>As water facilities are a relatively small part of Council’s overall expenditure, it is appropriate to amalgamate funding of under transport. Because these facilities predominantly provide benefits to specific communities, and, given the differences in the scale and level of service provided in different areas, it is also appropriate to fund the activity via targeted rates.</p>	30%	70%	0%-30%	70%-100%	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Targeted rates (High) - Area of service</p> <p>Fees and charges (Low)</p> <p>Other sources (High)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined		
							General	Targeted	General	Targeted	
GROUP: SEWERAGE AND THE TREATMENT AND DISPOSAL OF SEWAGE											
Activity: Wastewater (sewerage)											
Wastewater (sewerage)											
<p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>The activity provides a sewage disposal service to built up areas within the district, which helps to protect the environment, public health in built up areas and maintain the attractiveness of urban areas as well as enabling economic development by managing wastewater produced by local businesses and industries.</p>	<p>Low</p> <p>The whole community benefits from the appropriate management of sewage and wastewater as this helps to protect public health and prevent environmental pollution. It also supports commercial and industrial businesses, which has flow-on benefits to the wider economy.</p>	<p>Medium</p> <p>People, properties and businesses in the serviced areas benefit because the collection and treatment of sewage reduces the possibility of health problems in high density communities where on-site systems are not effective. The activity also ensures the disposal of sewage does not negatively impact the amenity value of an area or effect nearby waterways. It also enables commercial and industrial businesses in these areas to dispose of their trade waste.</p>	<p>High</p> <p>Individual consumers who want to and are able to connect to a Council scheme can be identified as the beneficiaries as they can dispose of their wastewater safely and conveniently. Tankered waste businesses, whilst not connected, are able to discharge their effluent at treatment plants and therefore also benefit.</p>	<p>Premises with greater sewage production (e.g. multiple toilets/pans or commercial and industrial enterprises creating trade wastes) can impact/ increase the load on treatment facilities. Growth in certain areas of the district can also contribute to the need, and require expansion of infrastructure.</p>	<p>Current and future years</p> <p>Sewerage infrastructure has a long useful life and will benefit both current and future generations. Council does fund depreciation on wastewater assets.</p>	<p>Given legislative requirements and the importance/financial scale of the activity, it is appropriate to show the funding of this activity separately. A mix of community wide funding sources (targeted and general rates) provide transparency around the costs associated, with general rates used to fund some of the corporate support costs allocated to the activity. In addition, a small portion of other income (charges to trade waste producers) also targets some of the costs.</p>	<p>30%</p>	<p>70%</p>	<p>0%-30%</p>	<p>70%-100%</p>	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Targeted rates (High) - Area of service</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>Targeted rates</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Financial and/or development contributions</p> <p>Other sources including reserves</p>

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
GROUP: WATER SUPPLY												
Activity: Water Supply												
Water supply												
<p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>The activity provides a safe and reliable water supply for people to drink and clean with. This, and the firefighting capability of the water supply helps to protect public health in built up areas and property and supports a healthy environment.</p> <p>The activity also supports a productive economy by providing commercial, industrial and in some instances farms (via stock water supplies) with access to clean water for their activities.</p>	<p>Low</p> <p>The whole community benefits from the provision of potable water, which provides public health and sanitation benefits. It also enables commercial and industrial businesses to have access to clean water for their activities which has flow-on benefits to the wider economy.</p>	<p>Medium</p> <p>People, properties and businesses in the serviced areas benefit from the availability of a safe and reliable water supply and the provision of firefighting capacity.</p>	<p>High</p> <p>Individual consumers connected to a Council serviced water supply get a direct benefit by having access to potable drinking water for domestic, business, industrial and stockwater uses.</p>	<p>People who are connected to the water schemes primarily create the need.</p> <p>Commercial and industrial enterprise and other high users can place extra burden on the supply.</p> <p>Dry areas of the district and areas with a greater number of visitors can also create peaks in demand for water and create additional costs to treat and supply a greater quantity of water or the need for new water sources.</p> <p>Growth in certain areas of the district can also contribute to the need and require expansion of infrastructure.</p>	<p>Current and future years</p> <p>Water supply infrastructure has a long useful life and will benefit both current and future generations.</p> <p>Council does fund depreciation on water assets.</p>	<p>Given legislative requirements and the importance/financial scale of the activity, it is appropriate to show the funding of this activity separately. A mix of community wide funding sources (targeted and general rates) provide transparency around the costs associated, with general rates used to fund some of the corporate support costs allocated to the activity. In addition, a small portion of other income (charged for high/extraordinary water use) also targets some of the cost.</p>	30%	70%	0%-30%	70%-100%	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Targeted rates (High) - Area of service</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>Targeted rates</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Financial and/or development contributions</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
GROUP: COMMUNITY LEADERSHIP												
Activity: Community Leadership												
Representation and Advocacy												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>This activity provides for the ability to elect local representatives and supports elected members to be effective, responsible and accountable decision-makers and advocates for their community. This contributes to the open, transparent and accountable democratic process of local government.</p>	<p>High</p> <p>The whole community benefits as council and community boards are the vehicles for making decisions affecting the whole district. Enabling decision-making at a range of levels helps to ensure as far as practical that those benefitting from services have an opportunity to have an input into decisions.</p>	<p>Medium</p> <p>Community boards and other local committees represent particular areas or interests within the district.</p>	<p>Low</p> <p>Individuals who interact directly with Council and engage in decision-making processes get a direct benefit.</p>	<p>Living in a democratic society contributes to the need for this activity.</p>	<p>Current year</p> <p>The benefit of this expenditure is generally experienced annually by the current generation. Advocacy on specific long-term issues may also benefit future generations.</p>	<p>Given the governance role that this activity provides across all Council operations, it is appropriate to amalgamate funding under community leadership and use community wide funding sources (general rates) to minimise collection costs.</p>	<p>95%</p> <p>Rationale</p> <p>Given that council and community boards cover the whole district and fulfil the democratic function of Council, Council believes that it is appropriate for the majority of the activity operational and limited capital costs to be funded from general rates. A small portion of funding may also come from recoveries from other organisations for joint initiatives (e.g. shared services forum or shared electoral costs).</p>	<p>5%</p>	<p>100%</p>	<p>0%</p>	<p><i>Operational</i></p> <p>General rate (High) - District</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	
Community and Futures												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity works with community groups, other agencies and across Council to grow partnerships that improve community wellbeing overall by building the community capacity and capability. It also provides opportunities to participate meaningfully in shaping the district and supports economic development activities to increase employment/incomes and improve the long-term economic sustainability of the district.</p>	<p>High</p> <p>The whole community benefits from having strong communities and encouraging collaboration and partnerships. Benefits from regional economic development and district promotions accrue largely to the community. This is due to the ongoing economic benefits created from business support, promotion, visitor spending, creation of employment and investment in the potential of the district.</p>	<p>Low-Medium</p> <p>The activity does benefit particular communities or groups in some instances (e.g. youth, clubs, volunteer groups, retailers, tourist operators, accommodation providers). However it is often impractical and undesirable to target funding from these groups.</p>	<p>Medium</p> <p>Some benefits may accrue to businesses or individuals using these services or involved in particular initiatives (e.g. community organisations or tourism operators) or people who gain employment.</p>	<p>All businesses, individuals, agencies, visitors and community groups in the district create the need.</p>	<p>Current year and future years</p> <p>The benefits of this expenditure is generally experienced annually by the current generation. The outcomes of community led development, planning and engagement and regional economic development may, however have longer term impacts that also benefit future generations.</p>	<p>Given the wider role that this activity plays in building community capability, it is appropriate to amalgamate funding under community leadership and use community wide funding sources (general rates) to minimise collection costs.</p>	<p>70%</p> <p>Rationale</p> <p>Given the general benefit that the activity provides for the overall social, cultural and economic wellbeing of the whole community Council believes that it is appropriate for the majority of the activity operational and limited capital costs to be funded from general rates.</p> <p>Charging fees for individuals would be inconsistent with the overall aim of the activity and may prevent the community from making use of these services.</p> <p>Operational costs are funded predominantly through general rates, reflecting the general benefit to the wider community.</p>	<p>30%</p>	<p>80%-100%</p>	<p>0%-20%</p>	<p><i>Operational</i></p> <p>General rate (High) – District</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate and targeted rates</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Community Assistance												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity provides funding support to various individuals and organisations to undertake a range of social, cultural and economic initiatives throughout the district, which benefit the wellbeing of the community.</p>	<p>Medium</p> <p>The whole community benefits from funding provided to organisations that deliver services and activities to meet the social, cultural and economic needs of the community.</p> <p>Support is provided to organisations throughout the district.</p>	<p>Medium</p> <p>Groups and organisations can receive benefit, through the receipt of funding to support their activities.</p>	<p>Medium</p> <p>Individuals receive benefit, through the receipt of funding to support their activities.</p> <p>Individuals who use any of the facilities/services offered by organisations that receive funding from Council, also will benefit.</p>	<p>Individual community groups that are seeking assistance create the need. The community also creates the need by requiring various services.</p>	<p>Current year</p> <p>The benefits of this expenditure is generally experienced annually by the current generation. The outcomes of funding (in terms of the impact on people and communities) may have longer term impacts that benefit future generations, particularly where community facilities are built.</p>	<p>Given the wide role that this activity plays in supporting many parts of the community, it is appropriate to amalgamate funding under community leadership and use a mix of community wide funding sources (general and district-wide targeted rates). In addition location specific targeted rates enable local boards to provide additional grants or community support in their respective areas.</p>	<p>50%</p> <p>Rationale</p> <p>Although most of the direct benefits accrue to the groups and individuals who are recipients of funding, there is also a general benefit to the wider community of supporting groups to undertake activities which improve and make a contribution to community wellbeing overall.</p> <p>Given this, Council believes that it is appropriate for the majority of funding of the activity operational and limited capital costs to be funded from either general and district-wide targeted rates. Some funding may also be provided from other targeted rates in specific areas where individual communities have chosen to provide rate funded grants to support initiatives or facilities within their community. In addition, Stewart Island Visitor Levy revenue also provides a source of operational and capital grant activity funding specifically related to supporting visitors to the Island. Other external grant funds are available from time to time, but this cannot generally be anticipated in advance.</p>	<p>50%</p> <p>50%-100%</p> <p>0%-50%</p>	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Targeted rates (Medium) - District / Area of service</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General and targeted rates</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>			
GROUP: ENVIRONMENTAL SERVICES												
Activity: Environmental Services												
Resource Management												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>The activity controls the development of the district and provides for the sustainable management and enhancement of the environment and protection of the physical and natural attributes that the community values.</p>	<p>High</p> <p>The whole community benefits from the sustainable management of the district’s natural and physical resources and the appropriate development of land and buildings. The community also benefits from having clear guidelines on how land can be developed which helps to limit the likelihood of conflict as well as potential environmental, social, cultural impacts of developments. Resource consent monitoring and enforcement activities also help to ensure that actual developments comply with consent conditions.</p>	<p>Low</p> <p>The parts of the community where development occurs are protected from the adverse effects that development could create e.g. loss of privacy, inundation, local road congestion.</p>	<p>Medium</p> <p>Benefits accrue to individuals who want to develop land and use these services (i.e resource consent applicants). The activity provides guidelines for development which gives a level of certainty to landowners.</p> <p>There is also often a direct economic benefit received by the applicant (e.g. developers).</p>	<p>Individuals seeking to develop land create the need as well as the wider community who expect there to be appropriate controls over land development. Enforcement costs may also be incurred responding to land owners who do not comply with the rules or consent conditions. Some of the costs related to inspections and enforcement can be recovered. Considerable time can also be spent dealing with individual appeals and objections e.g. where a property owner disputes that a resource consent is required.</p>	<p>Current year and future years</p> <p>The benefits of expenditure on this activity are generally experienced in the current year. However, there are intergenerational benefits of resource management policy and strategy work (including the District Plan and regional climate change strategy) which look to ensure sustainable and appropriate management of land for current and future generations.</p>	<p>Given the commonality with other regulation type activities is it appropriate to amalgamate funding under environmental services with targeted funding sources (fees and charges) applied to ensure users contribute towards the cost. Community wide funding sources (general rates) are also used to fund costs which are unable to be recovered by fees including resource management policies and strategies (e.g District Plan) as well as a portion of corporate support costs where full recovery via fees would likely result in undesirable consequences (e.g. developers not applying for consents to avoid paying fees).</p>	<p>40%</p> <p>Rationale</p> <p>The activity recognises that the enabling and managing growth and environmental effects in the district is of wider benefit to the community. No particular group or individual benefits more than others from the resource management policy and strategy work or from the provision of general information, monitoring and enforcement activities. As such Council believes that it is appropriate to fund this portion of the activity from general rates with the remainder funded from fees and charges to reflect the direct benefit to property owners and developers.</p> <p>Operational costs are primarily funded through a mix of fees and charges, general rates and fines where recoverable.</p> <p>Capital costs are limited and are generally funded in line with operational costs. Council may use borrowing or reserves to fund some intergenerational costs like District Plan reviews in order to spread the cost over the life of the plan.</p>	<p>60%</p> <p>60%-100%</p> <p>0%-40%</p>	<p><i>Operational</i></p> <p>General rate (High) - District</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>			

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Animal Services												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>This activity protects human safety and health by reducing nuisances caused by animals through the dog registration and enforcing relevant animal legislation, bylaws and policies relating to dogs and stock.</p>	<p>Low</p> <p>The whole community benefits from the general advice and education provided about dog/stock animal management and through animal control practices which help to protect public safety.</p>	<p>Low</p> <p>Urban parts of the community with housing in close proximity may receive a greater benefit because of the higher probability of animal control complaints related to barking and wandering dogs.</p>	<p>High</p> <p>Animal owners, particularly dog owners, are the main beneficiaries of the activity.</p>	<p>Owners who do not manage their animals appropriately create additional costs associated with investigating complaints, impounding and prosecution of offenders.</p> <p>The general public, who have an expectation and desired standard for animal care and control, also create a need through complaints.</p>	<p>Current year</p> <p>The benefits of the activity are generally experienced in the current year.</p>	<p>Given animal services is a relatively small part of Council’s overall expenditure, it is appropriate to amalgamate funding under environmental services with targeted funding sources (fees and charges) applied to ensure that dog and stock owners contribute towards the cost. A small portion of community wide funding sources (general rates) are also used to reflect the general benefit.</p>	<p>10%</p>	<p>90%</p>	<p>0%-30%</p>	<p>70%-100%</p>	<p>Rationale</p> <p>A significant portion of the costs should be borne by animal owners as the majority of the activity relates to their actions or inactions. Given that the service also helps to make the district safer from dangerous animals and reduces public nuisances caused by animals, it is appropriate for a small portion of the costs to be allocated across the district using general rates.</p> <p>Operational costs and the limited capital costs are funded mainly through fees and charges with some general rates input to reflect the wider general benefit of the activity.</p>	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Fees and charges (High)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>
Environmental Health												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity promotes safe and healthy public environments by ensuring that activities that may affect public health and safety (e.g. food premises, hairdressers, licensed premises, campgrounds) are safe, comply with the law and any nuisances or risks that could have a negative impact on the community or environment, are dealt with.</p>	<p>Medium</p> <p>The whole community benefits from the activity, as it ensures that facilities and services that have the potential to impact public health and safety meet relevant standards and are safe, healthy and hygienic for the public to use. The activity also ensures nuisances will be responded to.</p>	<p>Low</p> <p>Parts of the community may benefit more than others from bylaws or other regulations which regulate issues (like noise levels, trade waste, hazardous substances) in specific areas.</p>	<p>Medium</p> <p>Customers and owners of the businesses we license/monitor benefit directly from the assurance that premises are of an acceptable and healthy standard and meet legislative requirements (e.g. liquor licensing). Individuals also benefit from the investigation and resolution of nuisances.</p>	<p>Consumers of food, alcohol and other personal health services create the need for this activity. Operators that do not comply with the rules or create nuisances, also create the need for the activity.</p>	<p>Current year</p> <p>The benefits of the activity are generally experienced in the current year.</p>	<p>Given environmental health is a relatively small part of Council’s overall expenditure and similar to other regulatory activities, it is appropriate to amalgamate funding under environmental services. Targeted funding sources (fees and charges) are applied to ensure businesses and the customers who use their services contribute towards the cost. Community wide funding sources (general rates) are also used to reflect the general benefit.</p>	<p>40%</p>	<p>60%</p>	<p>0%-50%</p>	<p>50%-100%</p>	<p>Rationale</p> <p>Part of the costs should be borne by licensed businesses and their customers given the benefit they receive from being able to operate their business. Direct inspections of premises are user fees, but some fees are set by government legislation and therefore full cost recovery is not always possible. Given that the service also helps to ensure safe and healthy environments through monitoring and licensing, it is appropriate that a portion of the costs be allocated across the district using general rates.</p> <p>Operational costs and the limited capital costs are funded mainly through user fees and charges with some general rates input to reflect the wider general benefit of the activity.</p>	<p><i>Operational</i></p> <p>General rate (Medium) - District</p> <p>Fees and charges (Low)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Fees and charges</p> <p>Grants and subsidies</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>

Community outcomes s101(3)(a)(i)	Distribution of benefits s101(3)(a)(ii)			Whose act creates need s101(3)(a)(iv)	Benefit Period s101(3)(a)(iii)	Costs and Benefits of Separate Funding s101(3)(a)(v)	Funding Choice Assessment s101(3)(b)				Indicative Funding Source (funding range) - likely catchment(s) for rate	
	Whole community	Identifiable parts of the community	Individuals				Step 1: Initial		Step 2: Refined			
							General	Targeted	General	Targeted		
Building Solutions												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity ensures that buildings and structures are safe and sanitary, reducing risks to people and other property.</p>	<p>Medium</p> <p>The whole community and visitors to the district benefit through the enforcement of regulations that ensure safe, sanitary and accessible buildings.</p> <p>The activity also provides general public benefit through projects, such as identifying insanitary and earthquake prone buildings and providing advice to the public.</p>	<p>Low</p> <p>Parts of the community which are growing may have a greater demand for the services of the building activity.</p> <p>There is some benefit to the construction industry and its customers.</p>	<p>High</p> <p>Individuals (i.e. people who apply for consents and build or alter buildings) receive a direct benefit from ensuring that their building meets requirements.</p>	<p>People undertaking building work create the need.</p> <p>There are also costs incurred in responding to illegal building work or unsafe and insanitary buildings. Some of the costs related to inspections and enforcement can be recovered.</p>	<p>Current year</p> <p>The benefits are generally experienced in the current year. However the outcomes of ensuring safe and good quality buildings are constructed are likely to have longer term benefits.</p>	<p>Given the commonality with other regulation type activities is it appropriate to amalgamate funding under environmental services. Targeted funding sources (fees and charges) are applied to ensure builders and the customers who use their services contribute towards the cost.</p> <p>Community wide funding sources (general rates) are also used to reflect the general benefit and where there are constraints in Council's ability to recover costs.</p>	<p>20%</p>	<p>90%</p>	<p>0%-30%</p>	<p>70%-100%</p>	<p><i>Operational</i></p> <p>General rate (Low) - District</p> <p>Fees and charges (High)</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>General rate</p> <p>Fees and charges</p> <p>Borrowing</p> <p>Proceeds from asset sales</p> <p>Other sources including reserves</p>	
Activity: Emergency Management												
Emergency Management												
<p>► Communities which are connected and have an affordable and attractive lifestyle</p> <p>► Communities with a sense of belonging for all</p> <p>► Communities committed to the protection of our land and water</p> <p>► Communities with the infrastructure to grow</p> <p>This activity builds the capacity of the community to effectively prepare, respond to and recover quickly from emergency events which involves facilitating ongoing links and relationships between emergency services, community organization and government organisations.</p>	<p>High</p> <p>The whole community benefits from having measures in place to prepare the community for disasters and to be able to respond and recover from them.</p>	<p>Medium</p> <p>Certain parts of the community may be involved in emergency events and receive support during and after the event.</p>	<p>Low</p> <p>There is private benefit to those who are assisted directly in the event of an emergency.</p>	<p>People in the district and particularly those living in high risk areas.</p> <p>The need for the activity is largely driven by natural disasters or weather events and the community expectation that relevant authorities will provide assistance during these events.</p>	<p>Current year</p> <p>The benefits are generally experienced in the current year. The outcomes of building resilience in communities however may have longer term benefits.</p>	<p>Given this is a relatively small part of Council's overall expenditure and similar in nature to other regulatory activities which provide for public health/safety, it is appropriate to amalgamate funding under environmental services. Community wide funding sources (general rates) are also used given the general benefit to the whole community.</p>	<p>90%</p>	<p>10%</p>	<p>100%</p>	<p>0%</p>	<p><i>Operational</i></p> <p>General rate (High) – District</p> <p>Other sources (Low)</p> <p><i>Capital</i></p> <p>N/A</p>	
<p>Rationale</p> <p>Although particular groups or areas may receive more benefit from this activity than others in particular emergency situations, the activity protects everyone in the district.</p> <p>It is not practical nor advisable to charge direct beneficiaries for any private benefit.</p> <p>Operating costs will be funded by general rates. Central Government assistance through grants and subsidies may be available when a Civil Defence emergency is declared, however this cannot be anticipated in advance.</p> <p>The activity does not have a high capital expenditure, however borrowing may be used to smooth rates input should capital expenditure be required. Minor capital expenditure and repayment of debt will be funded in line with operating costs.</p>												

Appendix A – Explaining the allocation of roading rates

Overview of the roading rate model noting in *italics* proposed changes being considered as part of the Long Term Plan 34 consultation (occurring between 22 May 2024 to 21 June 2024)

Provided for explanatory purposes and does not form part of the Policy – refer to the Long Term Plan or Annual Plan for more information

The steps below outline how Council allocates roading rates.

1. The total roading rate required is identified through the LTP or Annual Plan process.
2. Roding rates are first allocated to the sectors with heavy vehicle usage (Dairy, Farming, Forestry, Mining, Commercial, Industrial) by allocating \$ per tonne to each sector per tonne of freight moved (to attribute roading rates to each sector, based on the damage it is causing to the roads).

The amount per tonne is indexed against a portion of renewal costs in the roading budget for sealed/gravel roads and bridges, particularly given that heavy vehicle use is one of the main factors influencing the need to renew and replace roads and bridges.

LTP 34 roading rate differential update proposal 1:

With the LTP projecting a significant increase in roading renewal expenditure, particularly in the next three years, Council is proposing to increase the \$ per tonne by \$0.25 per year (from \$1.10 + GST) in order to reach \$1.85 by 2026/2027. This increase is needed because roading renewal expenditure continues to increase over the remaining seven years of the LTP with projections indicating the \$ per tonne would need to be around \$2.10 by 2033/2034. Gradually increasing the \$ per tonne will help to ensure that heavy vehicle sectors continue to pay an appropriate share of the higher roading costs.

Tonnage information in the model is provided by an independent third party and a multiplier is applied to the tonnage amount for some sectors to try and more fairly attribute roading rates to each sector, based on the damage it is causing to the roads. This takes into account tonnage not otherwise captured, concentrated road usage at the outer reaches of the roading network and the equivalent standard axles used. The multipliers are 1.2 for Forestry and 1.15 for both Dairy and Non-Dairy farming.

Minimum tonnage amounts are set for the Industrial and Commercial sectors (230,000 tonnes) as well as Mining (160,000). These minimum tonnages are used to adjust known gaps in the available tonnage data and Council is unable to obtain data or the cost of obtaining information would be prohibitive.

The minimum Mining tonnage has been adjusted down by 30% from 230,000 to 160,000 in 2024 following the closure of a large mine in Obai in 2023 which now has a farming rating landuse. This property previously made up 30% of the total capital value of mining properties across the district. This change has been made to ensure that the remaining mining properties are not allocated an unfair proportion of roading tonnage costs following the mine closure.

3. A uniform targeted rate (UTR) is then allocated to all rating units to ensure all ratepayers contribute to a minimum amount given that everyone benefits from having access to the roading network. The uniform targeted rate is set at a fixed amount.

LTP 34 roading rate differential update proposal 2:

Given the increase in roading expenditure, Council is also proposing to increase the UTR this by \$10 per year (from \$80 + GST) in order to reach \$110 by 2026/2027.

4. Any remaining roading rates are then allocated to all rating units based on a consistent rate in the dollar of capital value for all sectors. The rate in the dollar is obtained using the total capital value of all applicable rating units. A differential factor of 0.3 is applied to the 'Other' industry sector to reduce the

rate amount given that properties in this sector tend to have higher capital values but are used to provide community “good” services (e.g. churches, schools etc) or are utility services (e.g. electricity generators) which have significantly higher capital values than other properties. The 0.3 differential is used to reduce the rate in the dollar of capital value that these properties pay compared to other sectors.

LTP 34 roading rate differential update proposal 3:

Council is proposing to adjust the “forestry” roading differential category definition to exclude non-commercial protected and indigenous native forests and include these in the “other” roading differential land use category. This change is proposed to encourage protection of indigenous vegetation, address issues of fairness and equity where non-commercial indigenous forests are currently rated the same as commercial exotic forests and support the principles on the Preamble to Te Ture Whenua Maori Act 1993.

The table below illustrates the resulting allocation of sector rates proposed for 2024/2025 compared to 2023/2024. Please note that the information in this table reflects the required rates and model inputs at a certain point in time and will change for future LTP and Annual Plans.

How the model allocates sector rates (2023/2024 compared to proposed 2024/2025 with figures rounded)

Land use Sector	2023/2024 rate allocation		2024/2025 proposed rate allocation		Total change	
	\$ million (excl GST)	%	\$ million (excl GST)	%	\$ million (excl GST)	%
Dairy	\$5,416	32.3%	\$7,056	33.2%	\$1,640	0.9%
Forestry	\$848	5.0%	\$1,587	7.5%	\$739	2.4%
Farming	\$5,448	32.5%	\$6,615	31.1%	\$1,167	(1.4%)
Industrial	\$489	2.9%	\$592	2.8%	\$103	(0.1%)
Commercial	\$481	2.9%	\$582	2.7%	\$101	(0.2%)
Residential	\$2,503	14.9%	\$2,986	14.1%	\$483	(0.8%)
Lifestyle	\$1,151	6.9%	\$1,408	6.6%	\$257	(0.3%)
Other	\$166	1.0%	\$196	0.9%	\$30	(0.1%)
Mining	\$261	1.6%	\$223	1.1%	(\$38)	(0.5%)
Total	\$16,763	100%	\$21,245	100%	\$4,482	

Please note Council will be seeking feedback on the update/proposed changes to the roading rate differential via the Long Term Plan 34 consultation process which is scheduled for feedback from 22 May 2024 to 21 June 2024.

4 Related Documents and Legislation

- Long Term Plan (LTP) 2024-2034 Funding Impact Statement and Financial Strategy
- Local Government Act (2002)
- Local Government (Rating) Act (2002)
- Development and Financial Contributions Policy
- Rate Remission and Postponement Policy (General and Maori Freehold Land)
- Te Ture Whenua Maori Act (1993)
- Local Government (Rating of Whenua Maori) Amendment Act (2021)

5 Revision Record

The Revenue and Financing Policy will be reviewed three yearly as part of the Long Term Plan process.

Date	Version	Revision Description
April 2024	Draft (Version 2)	Draft Revenue and Financing Policy endorsed for consultation by Council
February 2023	Draft (Version 1)	Draft Revenue and Financing Policy presented to Finance and Assurance Committee
28 January 2021	Final	Revenue and Financing Policy adopted by Council
21 October 2020	Version 1	Draft Revenue and Financing Policy for Council to approve for public consultation



[DRAFT] Rates Remission and Postponement Policy

Group Responsible: Chief Financial Officer

Date adopted: TBC

Implementation date: 1 July 2024

File No: R/23/11/5496

Introduction

Remission and postponement policies temper the broad-brush rating approach of Council by recognising particular situations which impact the owners' ability to pay rates, the fairness or equity of the rating system or particular outcomes or obligations that Council wishes to influence (e.g., environmental, cultural, social, economic wellbeing).

Council has two remission and postponement of rates policies – one that applies to all land (this policy) and one that applies to Maori Freehold land only.

Purpose

The objective of policy is to ensure the fair and equitable collection of rates from all sectors of the community by, where appropriate:

- aligning to Council's social, cultural, environmental and economic outcomes
- recognising affordability and ratepayer circumstances and providing financial assistance and support to ratepayers where it is considered appropriate to do so
- addressing rating anomalies
- providing Council with the ability to act reasonably in administering its rating powers and policies
- supporting the principles set out in the Preamble to Te Ture Whenua Maori Act 1993 including:
 - recognising land as a taonga tuku iho of special significance to Maori
 - promoting the retention of, and facilitating the occupation, development, and utilisation of Maori land in the hands of and for the benefit of its owners, their whanau, and their hapu
 - protecting wahi tapu

Statutory context

Council sets general or targeted rates under s.23 of the Local Government (Rating) Act 2002. These are two of the sources which can be used to fund Council's activities as indicated in the Revenue and Financing Policy. Council's rates are applied district-wide or based on location, value, and/or services provided to the land.



Section 102 of the Local Government Act 2002 provides that Council may have a rates remission and postponement policy (the policy) which enables Council to reduce or delay payment of rates. This policy provides full details of each remission and postponement as well as the objectives and criteria for each.

The policy allows for adjustments to rates at an individual property level which cannot be effectively or efficiently incorporated into the rating system. This is one way that Council can practically adjust its overall funding and rating approach after considering the overall impact of its funding decisions on the community under the Local Government Act 2002 (section 101(3)(b)).

This policy has been developed in accordance with s.85 and s.87 of the Local Government (Rating) Act 2002 (LGRA), and ss.102(3A), s.109, s.110 and considering ss. 101(3) of the Local Government Act 2002 (LGA). In addition to the provisions in this policy, the LGRA also identifies land that is non-rateable land under s.8 and schedule 1 (refer to Appendix A).

Definitions and abbreviations

TERM	MEANING
Service Rates	includes rates for water and wastewater rates and associated loan charges as well as for rubbish and recycling bins.
Sports Associations	includes societies, clubs or association of persons (whether incorporated or not) for games or sports, except galloping races, harness races, or greyhound races.
Significant Extraordinary Circumstances	as defined by Council resolution. Significant extraordinary circumstances may be natural or economic in nature (e.g. including, but not limited to, flood, earthquake, pandemic).
Financial Hardship	where a person, after seeking recourse from government benefits or applicable relief packages, is unlikely to have sufficient funds after the payment of rates to reasonably meet the cost of goods, services and financial obligations (such as normal living expenses, health care, care of dependents) that are considered essential to the functioning of that entity according to New Zealand standards; in the case of a ratepayer who is not a natural person, it is the inability, after seeking recourse from government benefits or applicable relief packages, to reasonably meet the cost of goods, services and financial obligations that are considered essential to the functioning of that entity according to New Zealand standards.
Separately Used or Inhabited Part (SUIP)	As defined in Council's Annual or Long Term Plan rate funding impact statement - <i>includes any portion inhabited or used by the owner/ a person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence or other agreement. For the purposes of this definition, vacant land which is not used or inhabited is not a SUIP.</i>



Policy details

1. Remissions

1.1. Remission of rate penalties

Objective

To enable Council to act fairly and reasonably in its consideration of rates which have not been received by Council by the penalty date. Council recognises that applying penalties may exacerbate financial hardship and that in some instances there may be a fair and reasonable explanation for delays in payment.

Conditions and criteria

This policy provides for a discretionary right to remit penalties on rates in circumstances which Council considers it fair and reasonable to do so. Remission will only be granted once in a rating year. Payment must be made within the agreed timeframe of the due date, otherwise penalties may be re-applied. Penalty remission (in full or part) will be considered for:

- a. **late payment** provided that none of the previous four instalments were received late.
- b. **significant family disruption** where payment has been late in the case of death, illness or accident of a family member.
- c. **payment misallocation** where late payment has resulted from payments being allocated to the incorrect account due to ratepayer error (such as internet banking/account errors).
- d. **payment arrangement for arrears** where the ratepayer has entered into an arrangement with Council to collect arrears and where these arrangements are fully met.
- e. **temporary penalty hold** where the ratepayer or their authorised representative has contacted Council prior to a penalty date to advise that they will not have funds available to pay until after the due date and payment is subsequently made.
- f. **direct debit authority** to pay rates is commenced in time for the next instalment.
- g. **non-receipt of mail** where a ratepayer claims an invoice was not received and an agreement is made to receive future rates notices by email.
- h. where Council has identified that either **extreme financial hardship**, **exceptional circumstances** or **significant extraordinary circumstances** have occurred that warrants further leniency in relation to the enforcement of penalties that would otherwise have been payable. The criteria to be applied for significant extraordinary circumstances will be set out in a Council resolution that will be linked to the specific circumstances that have been identified by Council.

Supporting documentation required for application

Information required will depend on the circumstances and will be advised by Council staff.

1.2. Remission of small balances

Objective

To remit small balances which are uneconomical to collect.



Conditions and criteria

Council may write off the balance and penalties as it considers appropriate.

1.3. Remission of rates for community, sporting and other non-profit organisations

Objective

To assist community service, sporting and other non-profit organisations in recognition of the 'public good' contribution they make to the social and cultural wellbeing of the district where granting a rate remission will:

- assist in the organisation's survival
- make the organisation's services and/or membership more accessible to the general public.

Conditions and criteria

The conditions and criteria for the two types of rating unit categories are detailed below.

1.3.1. Community facilities owned by persons, general clubs, societies or associations

Rating unit(s) owned by a ratepayer and used for the purpose of a public hall, library, museum, art gallery, community service, healthcare or other similar institution which provide a benefit to the community as a whole may apply for a full remission of rates (with the exception of service rates) on that rating unit as follows:

- community facilities do not operate for private pecuniary profit
- community facilities do not receive any operational funding from government agencies or have any contracts for fee for service with government agencies. Community facilities which are rated for by Council are not considered to receive government funding under this policy
- community facilities operate on a voluntary basis and have no full-time or part-time paid employees or contractors operating in this capacity.

1.3.2. Small community and sports associations with club liquor licences

Rating unit(s) owned by small community or sports associations that hold a liquor licence which provide a benefit to the community may apply for partial remission of rates (with the exception of services rates) as follows:

- community and sports associations with a membership of up to 75 full time member equivalents shall be entitled to a 25% remission
- community and sports associations with a membership of not less than 75 and no greater than 100 full time member equivalents shall be entitled to a 12.5% remission
- this policy applies to land owned by Council or owned and occupied by a charitable organisation, which is used exclusively or principally for sporting, recreation, or community purposes other than galloping races, harness races and greyhound races
- this policy does not apply to organisations operated for private pecuniary profit
- the sporting club or organisation must hold the liquor licence as an incidental activity to the primary purpose of occupancy.



In all cases, land that is used for the private pecuniary profit of any members of the society or association shall not be eligible for a rates remission.

Supporting documentation required for application

- statement of objectives
- constitution or trust deed (where applicable)
- details of membership or clients (where applicable)
- financial accounts
- information on activities and programmes
- information on funding sources
- other information as may be requested

1.4. Remission of rates for school wastewater charges

Objective

To provide relief and assistance to educational establishments that are subject to multiple pan charges for wastewater services as defined in the since repealed Rating Powers (Special Provision for Certain Rates for Educational Establishments) Amendment Act 2001.

Conditions and criteria

This part of the policy will apply only to educational establishments as defined in the repealed Rating Powers (Special Provision for Certain Rates for Educational Establishments) Amendment Act 2001. The Policy does not apply to any school house, or any part of a school used for residential purposes.

The calculated number of pans of any educational establishment in any one year subject to the relevant wastewater targeted rate will be the lesser of:

- the **actual** number of toilet pans in the establishment; or
- the **notional** number of toilet pans in the establishment. The notional number is calculated as one pan per 20 pupils/staff. A part thereof a notional pan will attract no charge.

Once the number of pans has been established as per the above methodology, the charging regime to apply to these educational establishments will be the same as for commercial ratepayers with multiple pans. That is a fixed amount per Separately Used or Inhabited Part (SUIP) of the education establishment will apply for the first two pans, with the third or more pans attracting a charge for each pan at 50% of the corresponding fixed amount.

Supporting documentation required for application

Details of the number of pans or notional number of pans in the establishment.

1.5. Remission of roading rates on other utilities with no primary address

Objective

To provide relief for rating units classified as 'Utilities' from roading rates because their capital values may not correlate with the demands they place on the roading network. These rating units include infrastructure assets such as District water, wastewater and stormwater supply as well as utility and railway networks.

Because of their nature, these rating units do not have a primary address or have high capital values or no recorded land value.

Further, these rating units supply services and infrastructure which benefit the community and district as a whole.



Council has taken the view that applying additional charges to these rating units is likely to result in costs being passed on to consumers.

Conditions and criteria

To be considered for remission of the roading rate, rating units must:

- be classified by Council's valuation provider as 'Utilities'; and
- have no primary address.

Supporting documentation required for application

Confirmation from the rating information database that the property is classified "other utilities".

1.6. Remission of rubbish or recycling bin collection rates for cancellation/reduction of service

Objective

Where a ratepayer has been charged a rate for additional bin services and decides to cancel or reduce this service, they may be eligible for a remission for the part of the year where the service is cancelled or reduced.

Conditions and criteria

To be eligible for this form of remission a ratepayer must inform Council of the cancellation or reduction in bin service. Council's contractor must confirm that the bin has been returned or is no longer available for the ratepayer to use before the remission will be applied.

Any remission will apply from the first day of the month after Council's contractor has provided confirmation and apply until 30 June the following year. Remissions will be automatically offset against the ratepayers account.

Supporting documentation required for application

Information required will depend on the circumstances and will be advised by Council staff.

1.7. Remission of rates in exceptional circumstances

Objective

To provide rates or penalty remission in other instances where Council considers relief by way of rates remission is justified in the circumstances.

Conditions and criteria

The criteria for consideration for remission of rates (in full or part) in exceptional circumstances include, but are not limited to instances where:

- there are special circumstances in relation to the rating unit, or the incidence of the rates (or a particular rate) assessed for the rating unit, which mean that the unit rates are disproportionate to those assessed for comparable rating units
- the rating unit has been completely destroyed by fire (with any remission to be applied from the first of the month following the fire).

Each circumstance will be considered by Council on a case by case basis.



Supporting documentation required for application

Information showing evidence of the exceptional circumstances (such as insurance records, photographs).

1.8. Remission of rates for extreme financial hardship

Objective

To assist ratepayers experiencing extreme financial hardship which affects their ability to pay rates.

Conditions and criteria

Each application for remission due to extreme financial hardship will be considered on its own merits. Applications for the remission of rates (in full or part) may be made by a ratepayer, or their authorised representative, where the following can be demonstrated to Council's satisfaction:

- that the rating unit to which the application relates is the primary private residence owned and occupied by the ratepayer. Companies, trusts and other similar ownership structures of these properties do not qualify for this remission
- the property is used solely for residential purposes
- the ratepayer does not own (or have an interest in) any other rating units, including investment properties (whether in the district or elsewhere)
- the ratepayer has no assets except a low value property upon which rates are owed
- the ratepayer has taken all steps necessary to claim any central government benefits or allowances the ratepayer is entitled to receive to assist with the payment of rates (including the government rates rebate scheme)
- the ratepayer does not have the financial capacity to pay their rates or the rates would create extreme financial hardship for the ratepayer.

Council may also consider whether postponement of rates is a more suitable option.

Supporting documentation required for application

Information showing the ratepayer's financial records and commitments along with a statutory declaration from the ratepayer of their financial position (total household income and total financial position). Council may also seek independent verification from a budget advisor or other agency working with the ratepayer in considering the ratepayers position.

1.9. Remission of rates for significant extraordinary circumstances identified by Council

Objective

To assist ratepayers in response to **significant extraordinary circumstances** impacting the District's ratepayers where considered appropriate to do so.

Conditions and criteria

For this policy to apply, Council must first have identified that there have been significant extraordinary circumstances affecting the ratepayers of Southland, that Council wishes to respond to. Once significant extraordinary circumstances have been identified by Council, the criteria and application process (including an application form, if applicable), will be made available.



For a rating unit to receive a remission under this policy it needs to be an **“affected rating unit”** based on an assessment performed by officers, following guidance provided through a resolution of Council.

Council resolution will include:

- a. confirmation that the resolution applies under the rates remission policy; and
- b. identification of the significant extraordinary circumstances triggering the policy; and
- c. how the significant extraordinary circumstances are expected to impact the community (e.g. financial hardship); and
- d. the type and/or location of rating units affected by the special extraordinary circumstances for which the remission will apply to; and
- e. whether individual applications are required or a broad based remission will be applied to all affected rating units or large groups of affected rating units; and
- f. what rates instalment/s the remission will apply to; and
- g. whether the remission amount is either a fixed amount, percentage, and/or maximum amount to be remitted for each qualifying rating unit
- h. the timeframe for remission in relation to the significant extraordinary circumstances

Remissions approved under this policy do not set a precedent and will be applied for each specific event and only to properties directly affected by the event.

Explanatory Note

The specific response and criteria will be set out by Council resolution linking the response to specific significant extraordinary circumstances.

The criteria may apply a remission broadly to all rating units or to specific groups or to rating units that meet specific criteria such as proven financial hardship, a percentage of income lost or some other criteria as determined by Council and incorporated in a Council resolution.

Council will indicate a budget to cover the value of remissions to be granted under this policy in any specific financial year.

The types of remission that may be applied under this policy include:

- *the remission of a fixed amount per rating unit either across the board or targeted to specific groups such as:*
 - *a fixed amount per residential rating unit*
 - *a fixed amount per commercial rating unit*

Council may require applicants to meet specific criteria and provide evidence of such with the application.

Council will consider who is able to make applications (e.g. owner/ratepayer/authorised agents or, in the case of a company, the directors or where the ratepayer is not the owner of the rating unit, whether the owner must also provide written approval of the application).

Supporting documentation required for application

Information required will depend on the criteria set out by Council resolution linking the response to specific **significant extraordinary circumstances**. This could include demonstrating that the ratepayer



Supporting documentation required for application

has taken all necessary steps to claim any central government benefits or allowances they are entitled to receive that would assist them to meet their financial commitments.

1.10. Grants in lieu of remissions of rates

Objective

Where the application for remission does not meet other criteria listed above for remissions, but there is a community benefit gained from providing a remission, Council or the respective community board or committee of Council, may pay the rates on behalf of the ratepayer.

Conditions and criteria

Where such an application is made to Council or the respective community board or committee of Council, the appropriate body of elected representatives may resolve to pay the rates on behalf of the applicant or pay a grant to the applicant for the amount of the rates.

Such applications will be considered on a case by case basis. Applicants must demonstrate that rates cannot fairly and reasonably be expected to be funded from other sources and that providing a grant to fund rates will result in public benefit.

Any payments made as grants in lieu of remissions of rates shall be recorded as an expense against Council or the respective community board or committee of Council.

Supporting documentation required for application

Information explaining the reasons a grant is required and any supporting documentation appropriate (such as financial accounts, funding sources, commitments, objectives, details of the public benefit which would be gained from providing a grant in lieu of remitting rates).

1.11. Remission of water meter rates attributable to water leaks

Objective

To provide relief in situations where water usage is high due to a water leak or there has been damage to the property's internal water reticulation system which the ratepayer was unaware of.

Conditions and criteria

Council may remit metered water rates where all of the following conditions and criteria apply:

- a written request for a remission of excess water rates has been received or a recommendation has been made by a Council Officer, and
- Council is satisfied a leak on the property has caused excessive consumption and is recorded on the water meter; and
- the water leak has been repaired as soon as practical, and within one calendar month of being identified (unless evidence is provided that the services of an appropriate repairer could not be obtained within this period); and
- proof of the leak being repaired has been provided to Council promptly after the repair.

The amount of the remission will be the difference between the average consumption of the property prior to the leak, as deemed reasonable by Council, and the consumption over and above that average. Any



remission is limited to the period where the leak was identified and fixed. A remission for any particular property will generally be granted on a one-off basis and only once in every rating year. A remission will not be given if negligence is shown regarding timeliness of repair or maintenance of the system (for example, multiple leaks) or where tampering of the pipes or meter has occurred without Council's authority to do so.

Supporting documentation required for application

Information from a plumber confirming that the cause of the water loss was as a result of a leak or damage to the internal water reticulation system and proof that repairs have been made and the date that repairs were completed evidenced by date stamped photos of leak when found and after repair.

1.12. Remission of rate on non-contiguous rural properties using Crown or Council land

Objectives

To provide relief to rural ratepayers who use adjacent rating units owned and/or separated by Crown or Council land as a single farm or forestry unit but do not meet the criteria of Section 20 of the Local Government (Rating) Act 2002 for rating units in common ownership.

Conditions and criteria

The rating units must:

- be owned or leased from the Crown or Council by the same ratepayer and used jointly as a single farm or forestry unit; and
- be adjacent to or separated only by Crown or Council land; and
- be rural land used for farming or forestry purposes and categorised by the Rating Valuer with farming, dairy farming or forestry land use

The remission will mean that the rating units will be treated as one unit for assessing rates in line with section 20 of the Local Government (Rating) Act 2002.

Supporting documentation required for application

Written confirmation including sufficient evidence from the owner to prove that the properties are being used jointly as a single farming/forestry operation and a copy of the lease for the Crown/Council land showing the term of the lease, the names of the lessee and lessor and any lease conditions related to how the land can be used.

2. Postponement

2.1. Postponement of rates for extreme financial hardship

Objective

To assist ratepayers experiencing extreme financial hardship which temporarily affects their ability to pay rates.

Conditions and criteria

Each application for postponement due to extreme financial hardship will be considered on its own merits. Applications for postponement of rates (in full or part) may be made by a ratepayer, or their authorised representative, where the following can be demonstrated to Council's satisfaction:



- that the rating unit to which the application relates is the primary private residence owned and occupied by the ratepayer. Companies, trusts and other similar ownership structures of these properties do not qualify for this postponement
- the property is used solely for residential purposes
- the ratepayer has not less than 25% equity in the property
- the ratepayer does not own (or have an interest in) any other rating units, including investment properties (whether in the district or elsewhere) or have a significant interest in a business or shares
- the ratepayer has no assets except a low value property upon which rates are owed
- the ratepayer has taken all steps necessary to claim any central government benefits or allowances the ratepayer is entitled to receive to assist with the payment of rates (including the government rates rebate scheme)
- the ratepayer does not have the financial capacity to pay their rates instalment or the instalment would create extreme financial hardship for the ratepayer

Council may charge an annual postponement fee on postponed rates¹ to cover, but not exceed, Council's administrative and financial costs (including interest). Postponement fees must be treated as part of the rates on a rating unit and will be set annually as part of the rates resolution.

All postponed rates shall be registered as a charge on the land under the subpart 5 of the Land Transfer Act 2017. No dealing with the land may be registered by the ratepayer while the charge is registered, except with the consent of Council.

Rates may be postponed until the earliest of the following:

- the death of the ratepayer; or
- the ratepayer ceases to own the rating unit; or
- a date specified by Council; or
- the postponed rates equate to 80% of the available equity in the property;
- a date when the ratepayer ceases to use the property as his/her permanent place of residence; or to use the property solely for residential purposes.

Rates postponement agreements shall not exceed six years, but the ratepayer may apply for a continuation of the postponement at the termination of the agreement.

When an application for postponement is approved, the following provisions will apply:

- postponement will first apply in the year a completed application is received.
- the amount of rates postponed will not incur additional charges
- instead of Council requiring payment of the full annual rates bill in the year in which it falls due, the ratepayer will be required to pay to Council an appropriate minimum amount determined by staff in line with Council's Delegations Manual.
- any rates postponed shall be registered as a charge on the land.

¹ for the period between the due date and the date they are paid



Not less than once annually every ratepayer whose rates have been postponed under this policy, will be provided with a statement showing the total annual rates currently due. This will be itemised to show year by year the total amount of the postponed rates and postponement fees.

Following the end of the financial year, a schedule of rates postponed will also be provided to Council (annually), listing all the properties for which rates postponements have been granted and which remain outstanding.

When rates are no longer eligible to be postponed on the property, all postponed rates will be payable immediately.

The postponed rates (and/or any additional charges) or any part thereof may be paid at any time. The applicant may elect to postpone the payment of a lesser sum than that which they would otherwise be entitled to have postponed under this policy.

Supporting documentation required for application

Information showing the ratepayer's financial records and commitments along with a statutory declaration from the ratepayer of their financial position (total household income and total financial position) and detailing the value of the ratepayer's property insurance and the value of encumbrances against the property including mortgages and loans. Council may also seek independent verification from a budget advisor or other agency working with the ratepayer in considering the ratepayers position. The applicants will also be encouraged to seek independent advice.

2.2. Postponement for Significant Extraordinary Circumstances

Objective

To provide a rates postponement to ratepayers experiencing financial hardship directly resulting from Significant Extraordinary Circumstances that temporarily affects their ability to pay rates.

Conditions and Criteria

For this policy to apply, Council must first have identified that there have been significant extraordinary circumstances affecting the ratepayers of Southland, that Council wishes to respond to. Once significant extraordinary circumstances have been identified by Council, the criteria and application process (including an application form, if applicable), will be made available.

For rates to be postponed, a ratepayer needs to be associated to an "affected rating unit" based on an assessment performed by officers, following guidance provided through a resolution of Council.

Council resolution will include:

- confirmation that the resolution applies under the Rates Postponement Policy; and
- identification of the significant extraordinary circumstances triggering the policy; and
- how the significant extraordinary circumstances are expected to impact the community (e.g. financial hardship); and
- the type and/or location of rating units affected by the special extraordinary circumstances; and
- the timeframe for postponement in relation to the significant extraordinary circumstances.

Postponements approved under this policy do not set a precedent and will be applied for each specific event and only to properties directly affected by the event.



Council may charge a fee on postponed rates for the period between the due date and the date they are paid. This fee is designed to cover Council's administrative and financial costs. The fees will be set as part of Council resolution identifying significant extraordinary circumstances.

Postponed rates will remain postponed until the earlier of:

- The ratepayer/s ceases to be the owner or occupier of the rating unit; or
- A date specified by Council in a Council resolution identifying significant extraordinary circumstances.

Explanatory Note

The ratepayer must demonstrate, to Council's satisfaction that paying the rates would result in financial hardship.

Council may require applicants to meet specific criteria and provide evidence of such with the application.

Council will consider applications where the same ratepayer is liable for rates for multiple rating units. In such instances, Council will look at the collective impact to the ratepayer.

The ratepayer must be the current ratepayer/ owner for the rating unit at the time significant extraordinary circumstances are identified by Council. Only the person/s entered as the ratepayer (in the case of a close company every director must sign the application form), or their authorised agent, may make an application for rates postponement for significant extraordinary circumstances that resulted in financial hardship.

Where Council decides to postpone rates, the ratepayer must make acceptable arrangements for payment of rates, for example by setting up a system for regular payments. Such arrangements will be based on the circumstances of each case.

Supporting documentation required for application

Information required will depend on the criteria set out by Council resolution linking the response to specific significant extraordinary circumstances. This could include demonstrating that the ratepayer has taken all necessary steps to claim any central government benefits or allowances they are entitled to receive that would assist them to meet their financial commitments.

Making an application

Applications for rates remission or postponement will generally be provided in writing, unless otherwise stated.

Applications for remissions or grants in lieu of rates must be made prior to the commencement of the rating year (ideally on or before 31 March prior to the commencement of the rating year unless otherwise stated). Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated. Applications for postponement of rates due to financial hardship can be made at any time.

In subsequent years, Council will need to confirm eligibility and recipients will need to inform Council of any change in circumstances that impacts their eligibility for remission.

Remission or postponement ceases where a property is sold or ownership transferred, or where there is a change in operations or landuse (for specific remissions/postponements).

Eligibility will generally be reviewed every three years as part of the review of the policy unless stated otherwise.



All decisions made under this policy by Council, Council staff and committees of Council are final. Specific delegations to staff roles are found in Council's Delegations Manual.

Each provision above outlines the documentation that should be provided in support of any application, noting that Council may also request additional information.

Roles and responsibilities

Council's Delegations Manual details the specific responsibilities of Council and staff to make decisions in relation to rate remissions and postponement.

Council staff have delegated authority to make decisions on specific remissions/postponements excluding:

- **Significant extraordinary circumstances** - which can only be made by Council
- **Grants in lieu of rate remissions** - which can only be made by Council or the appropriate committee of Council or community board.

Staff from Council's water and waste teams are responsible for providing information regarding remissions for rating units that have the capacity to be connected to water and wastewater systems, but do not have a physical connection and when remissions for waste and recycling bins are required.

Associated documents

- Remission and Postponement of Rates on Māori Freehold Land Policy
- Local Government (Rating) Act 2002
- Local Government Act 2002
- Te Ture Whenua Māori Act 1993

Appendix A – Extract of Local Government Rating Act Schedule 1 Part 1 and 2 (as at April 2024)

Version as at 23 December 2023	Local Government (Rating) Act 2002	Schedule 1	Schedule 1	Local Government (Rating) Act 2002	Version as at 23 December 2023
Schedule 1 Categories of non-rateable land					
Part 1 Land fully non-rateable					
1	Land forming part of—		(c)	for a public hall, library, athenaeum, museum, art gallery, or other similar institution:	
	(a) a National Park under the National Parks Act 1980:		(d)	for public baths, swimming baths, bathhouses, or sanitary conveniences:	
	(b) a reserve under the Reserves Act 1977:		(e)	for soil conservation and rivers control purposes, being land for which no revenue is received.	
	(c) a conservation area under the Conservation Act 1987:		5	Land owned or used by, and for the purposes of,—	
	(d) a wildlife management reserve, wildlife refuge, or wildlife sanctuary under the Wildlife Act 1953.		(a)	Heritage New Zealand Pouhere Taonga:	
1A	Land that is subject to a Ngā Whenua Rauhi kawenata under section 77A of the Reserves Act 1977 or section 27A of the Conservation Act 1987.		(b)	the Queen Elizabeth the Second National Trust:	
	Schedule 1 Part 1 clause 1A: inserted, on 1 July 2021, by section 52(1) of the Local Government (Rating of Whenua Rauhi) Amendment Act 2021 (2021 No 12).		(c)	the Museum of New Zealand Te Papa Tongarewa Board:	
2	Land vested in the Crown and forming part of—		(d)	the charitable trust known as Children's Health Camps—The New Zealand Foundation for Child and Family Health and Development:	
	(a) a flood ponding area:		(e)	the Royal New Zealand Foundation of the Blind, except as an endowment.	
	(b) <i>[Repealed]</i>			Schedule 1 Part 1 clause 5(a): replaced, on 20 May 2014, by section 107 of the Heritage New Zealand Pouhere Taonga Act 2014 (2014 No 26).	
	(c) <i>[Repealed]</i>			Schedule 1 Part 1 clause 5(e): amended, on 30 April 2003, by section 28(1) of the Royal New Zealand Foundation of the Blind Act 2002 (2002 No 3 (P)).	
	(d) the bed of any navigable lake or navigable river.		6	Land owned or used by, and for the purposes of, any of the following as defined in section 10(1) of the Education and Training Act 2020:	
	Schedule 1 Part 1 clause 2(b): repealed, on 1 April 2011, by section 128 of the Marine and Coastal Area (Takumoi Moana) Act 2011 (2011 No 3).		(a)	a State school:	
	Schedule 1 Part 1 clause 2(c): repealed, on 1 April 2011, by section 128 of the Marine and Coastal Area (Takumoi Moana) Act 2011 (2011 No 3).		(b)	a State integrated school:	
3	Land that is—		(c)	a specialist school:	
	(a) owned by a society or association of persons (whether incorporated or not); and		(d)	a special institution:	
	(b) used for conservation or preservation purposes; and		(e)	an early childhood education and care centre, except an early childhood education and care centre that operates for profit:	
	(c) not used for private pecuniary profit; and		(f)	a private school, except a registered school that operates for profit:	
	(d) able to be accessed by the general public.		(g)	an institution.	
				Schedule 1 Part 1 clause 6: replaced, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).	
4	Land used by a local authority—		7	Land owned or used by, and for the purposes of, an institution for the instruction and training of students in theology and associated subjects, being land that does not exceed 1.5 hectares for any one institution.	
	(a) for a public garden, reserve, or children's playground:		8	Land owned or used by Health New Zealand and used to provide health or related services (including living accommodation for hospital purposes and child welfare homes).	
	(b) for games and sports (except galloping races, harness races, or greyhound races):			Schedule 1 Part 1 clause 8: amended, on 1 July 2022, by section 104 of the Pae Ora (Healthy Futures) Act 2022 (2022 No 30).	

Version as at 23 December 2023	Local Government (Rating) Act 2002	Schedule 1	Schedule 1	Local Government (Rating) Act 2002	Version as at 23 December 2023
9	Land used solely or principally— (a) as a place of religious worship; (b) for a Sunday or Sabbath school or other form of religious education and not used for private pecuniary profit.		14A	An unused rating unit of Māori freehold land. Schedule 1 Part 1 clause 14A: inserted, on 1 July 2021, by section 52(4) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).	
10	Land that is used as— (a) a cemetery, crematorium, or burial ground, within the meaning of section 2(1) of the Burial and Cremation Act 1964 (except a burial ground or crematorium that is owned and conducted for private pecuniary profit); (b) a Māori burial ground. Schedule 1 Part 1 clause 10: amended, on 1 July 2021, by section 52(2) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).		15	Machinery, whether fixed to the soil or not, but excluding, in the case of a hydro-electric power station, everything other than the turbines, generator, and associated equipment through which the electricity produced by the generator passes.	
11	Māori customary land.		16	Land that is specifically exempt from rates under the provisions of any other enactment, to the extent specified in the enactment.	
12	Land that is used for the purposes of a marae, excluding any land used— (a) primarily for commercial or agricultural activity; or (b) as residential accommodation. Schedule 1 Part 1 clause 12: replaced, on 1 July 2021, by section 52(3) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).		17	Land vested in the Crown or a local authority that is formed and used for a road, limited access road, access way, or service lane.	
13	Land that is set apart under section 338 of Te Ture Whenua Māori Act 1993 or any corresponding former provision of that Act and used for the purposes of a meeting place, excluding any land used— (a) primarily for commercial or agricultural activity; or (b) as residential accommodation. Schedule 1 Part 1 clause 13: replaced, on 1 July 2021, by section 52(3) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).		18	Land vested in and occupied by the Crown, or by any airport authority, that is— (a) within the operational area of an aerodrome; and (b) used solely or principally— (i) for the landing, departure, or movement of aircraft; or (ii) for the loading of goods and passengers on to or from aircraft.	
13A	Māori freehold land on which a meeting house is erected, excluding any land used— (a) primarily for commercial or agricultural activity; or (b) as residential accommodation. Schedule 1 Part 1 clause 13A: inserted, on 1 July 2021, by section 52(3) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).		19	Land occupied by the New Zealand Railways Corporation, or by a railway operator, that is— (a) part of the permanent way of the railway, being land on which is sited any railway line together with contiguous areas of land that are occupied incidentally and not otherwise used; or (b) used, solely or principally, for the loading or unloading of goods or passengers on to or from trains situated on the railway line.	
13B	Land that is a Māori reservation held for the common use and benefit of the people of New Zealand under section 340 of Te Ture Whenua Māori Act 1993. Schedule 1 Part 1 clause 13B: inserted, on 1 July 2021, by section 52(3) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).		20	Land used as a wharf.	
14	Māori freehold land that is, for the time being, non-rateable by virtue of an Order in Council made under section 116 of this Act, to the extent specified in the order.		21	Land used or occupied by, or for the purposes of, an institution that is carried on for the free maintenance or relief of persons in need, being land that does not exceed 1.5 hectares for any one institution.	
			22	Land on which any vice-regal residence or Parliament building is situated.	
			23	The common marine and coastal area, including any customary marine title area, within the meaning of the Marine and Coastal Area (Takutai Moana) Act 2011. Schedule 1 Part 1 clause 23: added, on 1 April 2011, by section 128 of the Marine and Coastal Area (Takutai Moana) Act 2011 (2011 No 3).	

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Remission and Postponement of Rates Policy

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Version as at 23 December 2023	Local Government (Rating) Act 2002	Schedule 1	Schedule 1	Local Government (Rating) Act 2002	Version as at 23 December 2023
24	The bed of Te Whaanga Lagoon in the Chatham Islands. Schedule 1 Part 1 clause 24: added, on 1 April 2011, by section 128 of the Marine and Coastal Area (Takutai Moana) Act 2011 (2011 No 3).		3	For the purposes of clauses 3, 9, and 10, land must not be treated as being used for private pecuniary profit solely because charges are made for the admission to, or use of, that land if the net proceeds of the charges are applied,— (a) in the case of a local authority, as part of the local authority's revenues; (b) solely for the purposes of the society, organisation, association, or administering body of a reserve that makes those charges, and no part of the charges is distributed as profit to any individual.	
25	Structures that are— (a) fixed to, or under, or over any part of the common marine and coastal area; and (b) owned, or deemed to be owned, by the Crown under section 18 or 19 of the Marine and Coastal Area (Takutai Moana) Act 2011; or (c) owned by the Crown, Te Urewera Board, or the trustees of Tūhoe Te Uru Taumatua under the Te Urewera Act 2014, but subject to note 2. Schedule 1 Part 1 clause 25: added, on 1 April 2011, by section 128 of the Marine and Coastal Area (Takutai Moana) Act 2011 (2011 No 3). Schedule 1 Part 1 clause 25(b): amended, on 28 July 2014, by section 138 of the Te Urewera Act 2014 (2014 No 51). Schedule 1 Part 1 clause 25(c): inserted, on 28 July 2014, by section 138 of the Te Urewera Act 2014 (2014 No 51).		4	For the purposes of clause 6, land must be treated as being used for the purposes of a school, institution, or centre described in that clause if— (a) it is used solely or predominantly as residential accommodation for any principal, teacher, or caretaker; and (b) it is let at a discounted or subsidised rent.	
Notes:			4A	For the purposes of clause 14A,— (a) a rating unit is unused if— (i) there is no person actually using any part of the rating unit; or (ii) the entire rating unit is used in a similar manner to a reserve or conservation area and no part of the rating unit is— (A) leased by any person; or (B) used as residential accommodation; or (C) used for any activity (whether commercial or agricultural) other than for personal visits to the land or personal collections of kai or cultural or medicinal material from the land; and (b) a rating unit must not be treated as being used solely because a person is a participant under the Climate Change Response Act 2002 in respect of an activity relating to the rating unit.	
1	For the purposes of this Part, unless the context otherwise requires,— aerodrome has the same meaning as in section 2 of the Civil Aviation Act 1990 airport authority has the same meaning as in section 2 of the Airport Authorities Act 1966 meeting place means any church, meeting house, hall, dining hall, kitchen, or other building (other than a dwelling) used as a meeting place and includes any land attached or appurtenant to and commonly used in connection with any such building persons in need means persons in New Zealand who need care, support, or assistance because they are orphaned, aged, infirm, disabled, sick, or needy railway line has the same meaning as in section 4(1) of the Railways Act 2005 railway operator has the same meaning as in section 2(1) of the New Zealand Railways Corporation Restructuring Act 1990 wharf — (a) means any quay, pier, jetty, or other land or premises in, on, or from which passengers or goods are taken on board or landed from vessels; but (b) does not include land that is used primarily or exclusively for private recreational or personal transport purposes.		5	For the purposes of clauses 18 to 20, land does not include land that is used— (a) for administrative purposes; or (b) for the purposes of parking, the storage of freight or machinery, maintenance, cleaning, freight consolidation, passenger waiting areas, and the buying and selling of tickets.	
2	For the purposes of clauses 1 and 2, land does not include land that is used primarily or exclusively for private or commercial purposes under a lease, licence, or other agreement.		6	For the purposes of clause 21, an institution must be treated as being carried on for the free maintenance and relief of the persons to whom that clause applies if— (a) those persons are admitted to the institution regardless of their ability to pay for the maintenance or relief; and	

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Schedule 1

- (b) no charge is made to those persons or any other persons if payment of the charge would cause those persons to suffer hardship.

Schedule 1 Part 1 note 1 **meeting place**: inserted, on 1 July 2021, by section 52(5) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).

Schedule 1 Part 1 note 1 **railway line**: substituted, on 20 July 2005, by section 103(3) of the Railways Act 2005 (2005 No 37).

Schedule 1 Part 1 note 4A: inserted, on 1 July 2021, by section 52(6) of the Local Government (Rating of Whenua Māori) Amendment Act 2021 (2021 No 12).

Part 2

Land 50% non-rateable

- 1 Land owned or used by a society incorporated under the Agricultural and Pastoral Societies Act 1908 as a showground or place of meeting.
- 2 Land owned or used by a society or association of persons (whether incorporated or not) for games or sports, except galloping races, harness races, or greyhound races.
- 3 Land owned or used by a society or association of persons (whether incorporated or not) for the purpose of any branch of the arts.

Notes:

For the purposes of this Part, unless the context otherwise requires,—

land does not include land used for the private pecuniary profit of any members of the society or association

land, in clause 2, excludes land in respect of which a club licence under the Sale and Supply of Alcohol Act 2012 is for the time being in force.

Schedule 1 Part 2 Notes **land**: amended, on 18 December 2013, by section 417(1) of the Sale and Supply of Alcohol Act 2012 (2012 No 120).

Compare: 1988 No 97 Schedule 1, Schedule 2

Significance and engagement policy 2024

Group responsible: Strategy and advocacy

Date approved: currently draft

File no:

Introduction

This policy sets out for the community and Southland District Council the framework that Council uses to make decisions about significance (how important an issue is), and then whether to engage the community in the decision-making process based on the degree of significance.

This policy aligns with the provisions in the Local Government Act 2002 under section 76AA (1), where it says: “Every local authority must adopt a policy setting out that local authority’s general approach to determining the significance of proposals and decisions in relation to issues, assets, and other matters; and any criteria or procedures that are to be used by the local authority in assessing the extent to which issues, proposals, assets, decisions, or activities are significant or may have significant consequences; and how the local authority will respond to community preferences about engagement on decisions relating to specific issues, assets, or other matters, including the form of consultation that may be desirable; and how the local authority will engage with communities on other matters.”

Purpose

The purpose of this policy, under section 76AA (2) is:

- to enable Council to identify the degree of significance attached to issues, proposals or decisions
- to provide clarity about how and when communities can expect to be engaged in decisions about issues, proposals or decisions
- to guide staff on how to identify and assess the significance of issues and what engagement is needed
- to enable staff to report to Council on that assessment.

Structure

There are three parts to this policy:

Significance – this part outlines what significance is, and how the assessment of significance is undertaken and documented.

Engagement – this part discusses when and how Council will look to engage with communities.

Strategic assets – this part identifies which assets Council considers to be strategic, and explains why it matters if something is a strategic asset.



Determining the level of significance

Significance is about measuring the degree of importance of an issue, proposal, decision, or matter. Council has to determine how people, services, facilities and infrastructure in the District will be affected. Significance is a continuum ranging from matters that have a low impact/risk and therefore low significance, right up to matters that have very high levels of impact/risk and significance.

During the development stages of an issue, proposal, decision or matter, significance should be considered as it will guide both the extent options should be developed, and the degree to which advantages and disadvantages are assessed. Significance should also be considered when determining the appropriate extent and type of community engagement.

How to assess significance

Significance is assessed on a case-by-case basis. The following (non-exclusive) criteria may be considered as part of the assessment:

1. How much does the matter promote Council's community outcomes for the Southland district?
2. Does the matter impact the levels of service for any Council activity (as set out in the long term plan)?
3. Does the matter align with existing Council strategies, plans and policies and previous Council decisions?
4. How are people impacted by the matter? Are particular groups disproportionately impacted (such as Māori, socio-economic groups, town communities)?
5. Does the matter mitigate or help the district adapt to climate change?
6. How big are the financial costs for the matter? Are they already budgeted for?
7. Is the matter reversible?
8. Are the public interested in the matter?

Having considered all these criteria, an overall judgement will be made on the level of significance of the matter in each case. The outcome of an assessment will be designating one of the following significance categories to the matter:

1. Some importance (external) or administrative (internal Council processes).
2. Moderate importance.
3. Significant.
4. Critical.

Each of these categories is described in Appendix A, which provides examples of the types of matters that usually come within these categories. However, a particular issue may vary from these examples based on the details of the decision being made. The majority of matters considered by Council (including those considered by officers under delegated authority) are likely to be some importance/administrative or of moderate importance.



Appendix B sets out a matrix to assist in the application of the criteria listed above to each of the different categories of significance.

What to do if a matter is significant

If a matter is considered to be significant, reports will include a statement indicating why this conclusion was reached. The statement will include an explanation of which factors indicate the decision is significant, the potential implications of the decision, the range of community views that might exist, and whether there is a need for a further degree of community engagement before a final decision is made.

Engagement

Step two involves Council identifying what it already knows about the community views on a matter, and identifying if there is a need to get more information about community views. Community views are the views and preferences of people likely to be affected by, or to have an interest in, the matter.

The Southland community is at the heart of Council's purpose, vision and mission; therefore, engagement will reflect the need for community input into Council decision-making.

Council is also keen to build on existing relationships and networks with individuals and communities, and looks to extend the range of parties involved in the community engagement as appropriate. Council will work to ensure the community is sufficiently informed to understand the issue(s) or proposal, options and impacts and has time to respond, so they are able to participate in engagement processes with confidence.

Determining how Council will identify community views may lead to community engagement. The process of how Council will decide if it needs to seek more information to understand the views in the community is outlined in Appendix 1. In general, Council will take steps to identify community views in the circumstances described below.

When will Council engage?

Council will always engage when it is required by law. Council will also engage when it thinks the circumstances of the matter warrant it, based in part on the assessed significance of the matter.

Council will not engage on every decision. To do so would be inefficient and costly. Council will respond to community preferences about engagement, including the form of consultation that may be desirable, by informing and seeking guidance from councillors. Council will also use engagement methods that have proven over time to be effective at informing the public and generating responses.

There is a variety of ways in which Council engages with the community. In this policy, the types of engagement described relate specifically to Council, community boards and delegated decision-making. The types of engagement described are given as a guide, and Council is not limited to or by the stated methods of engagement.

The significance of the issue, proposal or decision will influence the extent Council explores and evaluates options and obtains the views of affected and interested parties. Council will select the engagement method that it considers most appropriate in the circumstance.



The relationship between significance and the likelihood of engagement is outlined in the following table:

CATEGORY	LIKELIHOOD OF ENGAGEMENT
Some importance or administrative	Council is not likely to carry out any engagement.
Moderate importance	Council may or may not carry out any engagement. Engagement may be targeted to directly affected individuals or groups, and there is unlikely to be wider community engagement.
Significant	Council will engage with directly affected individuals and groups and some form of wider community engagement is likely, unless there are good reasons not to do so (eg urgent timeframe, confidentiality obligations, nature of the decision makes it inappropriate).
Critical	Council will engage with directly affected individuals and groups and wider community engagement is highly likely, unless there are good reasons not to do so (eg urgent timeframe, confidentiality obligations, nature of the decision makes it inappropriate).

In addition to the significance of the matter, factors relevant to considering whether engagement is worthwhile in each case include:

1. What, if anything, is already known about the views and preferences of interested and affected persons?
2. Do the affected and interested people expect engagement to happen (eg from past practices or promises)?
3. Are particular groups (such as Māori, socio-economic groups, specific communities) disproportionately impacted?
4. Is the decision of a nature that would impact on rights or interests, such that people would likely want engagement?
5. Would engagement help Council make a better decision?
6. Is there considerable urgency with the issue that does not leave enough time for any engagement?
7. Are there confidentiality issues (which may involve third parties' commercially sensitive information, or negotiations with third parties) that would prejudice ongoing discussions or relationships with other parties? If the relevant information needs to remain confidential, will this prevent any engagement from being meaningful?
8. Are there any other factors that mean engagement may not be feasible or appropriate in the circumstances?
9. What resources does Council have available to carry out the engagement?

If Council determines that it will not carry out any engagement on a decision, it will inform the community about the decision unless doing so would involve disclosing information that should be



withheld under the Local Government Official Information and Meetings Act 1987 or the Privacy Act 2020.

If Council decides to engage, what form of engagement is appropriate?

Where Council decides it will engage on a decision, it will then need to determine which form of engagement to use.

Where legislation requires Council to carry out some form of engagement, it sometimes specifies the form of this engagement (eg use of the special consultative procedure, consultation in accordance with sections 82 and 82A). Where this occurs, Council will use that form of engagement.

Other acts that have specific consultation process include the Reserves Act 1977, the Biosecurity Act 1993, Land Transport Act 1998, Building Act 2004 and the Resource Management Act 1991.

There are a number of decisions that can only be made if they are explicitly provided for in Council's LTP as set out by the LGA 2002 Amendment Act 2014. These are:

- to alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of Council, including a decision to commence or cease any such activity
- to transfer the ownership or control of a strategic asset to or from Council.

In addition, Council is required at times to use the special consultative procedure (SCP), as set out in s83 of the act. The SCP requires Council to issue and widely distribute a proposal, which is open for consultation for at least a month, and the community can provide its views. The SCP may also be used for any other decision Council wishes to consult on, and generally this will be when a matter is of high significance. The requirement or use of the SCP does not preclude the need to engage with affected communities. The use of the SCP is predominantly a reflection of the significance of an issue, which in turn identifies the need for appropriate community engagement. Appendix 4 outlines when an SCP is required, and what is required under s83 of the act.

If there is no legislative direction, Council will determine the form of engagement on a case-by-case basis, based in part on the assessed significance of the subject decision. It will consider what form of engagement is most appropriate, while still being feasible, efficient and worthwhile.

The judgement calls on whether to carry out consultation or some other more substantial form of engagement (eg binding referenda, citizens panels etc), and if so how, are usually made by the relevant decision-maker. For other lesser forms of engagement, officers do not need to obtain approval from the relevant decision-maker ahead of time.

It is important that Council does not use a 'one size fits all' approach, and that engagement tools are appropriate to the location, significance of the issue, and community affected. Differing levels and forms of engagement may be required during the varying phases of consideration and decision-making on an issue or proposal, and for different community groups or stakeholders. Council will review the appropriateness and effectiveness of the engagement strategy and methods as the process proceeds.

There may be occasions in which Council chooses to carry out engagement at a level higher than that indicated by the significance of the decision as part of its commitment to promote participatory democracy.



Council will also be open to new and developing methods of engagement through the use of technology and innovation.

The role of elected members

This policy recognises the role of elected representatives, both councillors and community board members, as valued conduits to the communities they represent. Council, when engaging with affected or interested communities, will use the relationship elected members have with the location, specific communities and individuals affected by consultation or engagement initiatives. Participation of elected representatives is an essential step to consider, in light of broader community good, when initiating any project requiring engagement.

In making its determination on the form of engagement, Council will consider which level of participation, set out in Appendix 3, works best for the decision concerned, bearing in mind the significance and nature of the particular decision and the wider circumstances.

When and how will Council engage with local iwi and hapū?

Council considers Māori and particularly the four local rūnanga - Waihopai, Awarua, Oraka Aparima and Hokonui - as our partners, and believes we need to engage and partner as much as possible within reason, considering the restrictions both partners have. In some cases, Council has statutory obligations to engage with Māori and iwi organisations.

Council recognises mana whenua have a wealth of knowledge about the cultural, natural, physical and social environment and are key players in regional economic development, so there are many times input from mana whenua will inform and enrich the work of Council.

Engagement with iwi starts during the planning phase of projects. Iwi will have been identified as a stakeholder before developing the project management plan and so the early engagement should happen before scoping to ensure their feedback is used as part of the scoping and in further planning.

The LGA recognises and respects the Crown's obligations under the Treaty of Waitangi by placing some specific obligations on councils. These obligations are intended to facilitate participation by Māori in local authorities' decision-making processes (Sections 4, 81 and 82(2), LGA). The act includes requirements for councils to:

- ensure they provide opportunities for Māori to contribute to decision-making processes
- establish and maintain processes for Māori to contribute to decision-making
- consider ways in which they can foster the development of Māori capacity to contribute to decision-making processes
- provide relevant information to Māori
- consider the relationship of Māori and their culture and traditions with their ancestral
- land, water, sites, wāhi tapu, valued flora and fauna, and other taonga.

Council will establish and maintain engagement processes that identify and provide opportunities for Māori to contribute to decision-making. In addition to the engagement principles and practices set out in this policy, Council will:



- strengthen and improve ongoing relationships and partnerships with iwi in the Murihiku rohe (Southland region) including, but not limited to, ongoing support for Te Ao Marama Inc
- consider the impact on Māori of specific decisions, proposals or matters, in particular recognising the special connection of tangata whenua and their culture and traditions with their ancestral land, water, sites, wāhi tapu, valued flora and fauna, and other taonga
- recognise legal obligations for engagement with Māori under various legislation including, but not limited to, the Local Government Act 2002 and Resource Management Act 1991
- recognise the Charter of Understanding developed with Māori as they relate to decision-making processes
- consider appropriate use of tikanga (cultural protocols) and te reo Māori (Māori language) in our daily business and engagement tools and practices.

Strategic assets

Any decision to transfer the ownership or control of a strategic asset must be explicitly provided for in the long term plan, under section 97 (1) (b) of the Local Government Act 2002, and consulted on in accordance with section 93e of that act. This means that if a decision to change ownership or control of a strategic asset is considered significant under this policy.

Which assets are determined to be strategic assets?

- the roading, bridge network
- Around the Mountains Cycle Trail
- water treatment plants and reticulation networks
- township wastewater treatment plants and reticulation networks
- township stormwater reticulation networks
- all reserves and parks
- the Stewart Island Electricity Supply Authority
- Te Anau Airport Manapouri
- community housing.

For the listed network assets, it is the whole of the network that is the strategic asset. As a result, decisions that involve the transfer of ownership or control of an element or component of a network, where the remaining assets enable Council to still meet its strategic outcomes (including levels of service as stated in the long term plan), will not trigger section 97(1)(b) of the Local Government Act 2002.

While section 97(1)(b) may not be triggered where an element or component of a network is transferred or sold, it is possible that this might nonetheless be an important decision. For example, sale of a whole park, while just one element in the overall parks and reserves network, may in some cases constitute a significant decision.



Some of these strategic assets are leased or co-managed. Where a strategic asset is sited on land owned by someone other than Council, that landowner might decide to not renew a lease. If so, Council is not deciding to transfer ownership or control under section 97 (1) (b). However, if Council can renew the lease but chooses not to, that is likely to trigger the section of the act.

Associated documents

Local Government Act 2002.

Southland District Council Engagement Strategy.

Review record

The policy will be reviewed within three years of adoption, or sooner as required. Any amendments shall be made with the approval of Council.

DATE	VERSION	REVISION DESCRIPTION
28 January 1999	N/A	Consultation Policy
27 November 2003	R/03/7/6677	Consultation Policy
26 June 2003	R/09/9/13601	Significance Policy
28 June 2006	R/12/1/808	Significance Policy
29 October 2014	R/14/8/11821	Significance and Engagement Policy
2017	R/16/11/19694	Significance and Engagement Policy
10 March 2021	R/20/8/46866	Significance and Engagement Policy
December 2023		Significance and Engagement Policy

Implementation

This policy will become effective immediately upon adoption by Council.



Appendices



Appendix 1 – application of the significance criteria

SOME IMPORTANCE/ADMINISTRATIVE	MODERATE IMPORTANCE	SIGNIFICANT	CRITICAL
A decision with a minimal or even negligible level of importance. There will be little or no impact on the community. It is often procedural/administrative.	A decision that has a medium level of importance. It is usually substantive in nature, and part of business as usual.	A decision with a high level of importance. It will be substantive in nature, and regarded as a big deal within Council, occurring only sometimes (eg perhaps several times each year).	A decision with an unusually high degree of importance. It will be regarded as exceptional within Council, occurring rarely (eg perhaps once or twice every triennium).
Examples <ul style="list-style-type: none"> revoking or amending a policy or bylaw in response to changes in legislation that require this making a submission to another organisation noting performance reports, including adopting Annual Report determining committee structures and membership. 	Examples <ul style="list-style-type: none"> approving leases and licences that are consistent with the purpose of the land holding a decision to appoint directors to a CCO, issue a statement of expectation to a CCO, or comment on a statement of intent from a CCO buying land for future infrastructure or service uses. 	Examples <ul style="list-style-type: none"> adoption of a new bylaw or strategy establishment of a new council-controlled organisation development of a new town library, museum, or sports facility adoption of Council's Annual Plan decision to alter the levels of service for a significant activity (s97(1)(a) LGA) 	Examples <ul style="list-style-type: none"> adoption of Council's Long Term Plan or District Plan decision to sell a strategic asset decision to stop providing an existing significant activity decision to abandon a settlement due to climate change risks.



Appendix 2 – categories of significance

	SOME IMPORTANCE/ ADMINISTRATIVE	MODERATE IMPORTANCE	SIGNIFICANT	CRITICAL
1. How much does the matter impact on Council's community outcomes for the Southland district?	Little to no impact on any of the community outcomes, or some positive impacts on community outcomes.	Moderate impact on one or more of the community outcomes, or more considerable positive impacts on community outcomes.	Substantial impact on one of the community outcomes, including negative impacts.	Substantial impact on more than one of the community outcomes, including substantial negative impacts.
2. Does the matter impact the levels of service for any Council activity (as set out in the long term plan)?	No impact on levels of service	Helps achieve current levels of service.	May hinder achievement of current levels of services, or creates minor changes to current levels of service.	Will prevent achievement of current levels of service, or substantive changes to current levels of service.
3. Does the matter align with existing Council strategies, plans and policies and previous Council decisions?	There are no existing Council strategies, plans and policies or previous relevant decisions.	Matter aligns with all existing Council strategies, plans, policies, and with previous decisions.	Matter does not fully align with some aspects of existing Council strategies, plans, policies, or previous decisions.	Matter is a substantial departure from existing Council strategies, plans, policies, or previous decisions. May create new precedent that substantively alters Council's approach.
4. How are people impacted by the matter? Are particular groups disproportionately impacted (such as Māori, socio- economic groups,	People are: <ul style="list-style-type: none"> not impacted, or impacted negatively to a small degree, or impacted only positively in a moderate way. and/or no disproportionate impact on particular groups.	People are: <ul style="list-style-type: none"> impacted negatively to a moderate degree, or impacted positively to a high degree. and/or very little disproportionate impact on particular groups.	People are impacted negatively to a high degree and/or moderate disproportionate impact on particular groups.	People are impacted negatively to a very high degree and/or substantive disproportionate impact on particular groups.



	SOME IMPORTANCE/ ADMINISTRATIVE	MODERATE IMPORTANCE	SIGNIFICANT	CRITICAL
5. Does the matter mitigate or help the district adapt to climate change?	No impact on known issues of significance, or minor positive impacts	Positive impact on known issues of significance	Some negative impact on known issues of significance	Substantial or notable negative impact on known issues of significance
6. Does the matter mitigate or help the district adapt to climate change?	Matter: <ul style="list-style-type: none"> does not impact on climate mitigations or adaptations; or creates a very minor reduction in emissions or very minor help in adapting to climate change in the future. 	Matter: <ul style="list-style-type: none"> result in a reasonable reduction in emissions; or help in adapting to climate change in the future. 	Matter: <ul style="list-style-type: none"> result in some increase in emissions; or create some increase in the need to adapt to climate change in the future (eg placing infrastructure in coastal hazard zones). 	Matter: <ul style="list-style-type: none"> result in a substantial increase in emissions; or create a substantial increase in the need to adapt to climate change in the future (eg placing infrastructure in coastal hazard zones).
7. How big are the financial costs for the matter? Are they already budgeted for?	Costs are nil or are modest and come within budgeted expenditure.	Costs are more substantial, but come within budgeted expenditure.	Costs: <ul style="list-style-type: none"> are considerable, but come within budgeted expenditure; or Do not come within budgeted expenditure 	Costs: <ul style="list-style-type: none"> Are extremely high, but come within budgeted expenditure; or Do not come within budgeted expenditure and are likely to have a notable impact on overall budgets.
8. Is the matter reversible?	Easily reversible.	Reversible, but with some limited hurdles or impacts.	Reversible, but only with considerable difficulties or impacts.	Irreversible.
9. Are the public interested in the matter?	Negligible public interest.	Some limited public interest, but unlikely to prove controversial.	Higher levels of public interest, with the potential to be controversial.	Very high levels of public interest, likely to be controversial.



Appendix 3 – Levels of participation for engagement

	LOW LEVEL OF SIGNIFICANCE			HIGH LEVEL OF SIGNIFICANCE	
	Inform	Consult	Involve	Collaborate	Empower
What it involves	to provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	to obtain public feedback on analysis, alternatives and/or decisions	to work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	to partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	to place final decision making is in the hands of the public
Types of matters we might use this type of engagement for	minor change to how Council manages groups of activities upgrade of a reserve area	LTP and Annual Plan where there are significant changes from the content of the LTP for that financial year policies and bylaws	development of options for a policy change that is deemed significant (eg moving from land to capital value for rating purposes)	development options for a new large capital project which has a community focus and has a large number of options (eg Te Anau wastewater project)	Selling community halls
Examples of engagement tools	Council newsletter, papers, community newsletters, email, social media posts, flyers, website, radio, press statements, displays, emails, Antenna	submissions, hearings, feedback processes, surveys, open days	local meetings, social media, targeting existing organisations within the community (eg. service clubs) 1 focus groups, panels, formal public meetings	talking with communities, key partnerships with existing community organisations, advisory groups, membership on governing boards, co-creation	key partnerships with existing community organisations, binding referenda,



When the community can expect to be involved	Council will generally advise the community when a decision is made	Council will advise the community when a draft decision is made and generally provides the community with up to four weeks to participate and respond	Council will generally provide the community with a greater lead-in time to allow them time to be involved in the process	Council will generally involve the community at the start to scope the issue, again after information has been collected and again when options are being considered	Council will generally involve the community at the start to scope the issue
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Appendix 4– Special consultative process

The Local Government Act 2002 requires Council to use the special consultative process (SCP) for:

- adoption of or amendment to the LTP (including significant amendments to the Revenue and Financing Policy)
- revocation, adoption or amendment to a bylaw
- transfer of ownership of a significant strategic asset.

It is important to note that formal consultation by the SCP is a structured process outlined in legislation and supported by caselaw. This type of consultation applies in some decision making processes. In other engagement processes, however, there are no explicit statutory or legal rules constraining or defining community engagement processes. The act has given local authorities the ability to determine this as appropriate for their communities.

At the time of writing this policy there are a number of other acts that require use of the Special Consultative Procedure, including but not limited to:

- Sale and Supply of Alcohol Act 2012
- Local Government Act 1974
- Building Act 2004
- Local Government (Rating) Act 2002
- Psychoactive Substances Act 2013,
- Dog Control Act 1996
- Waste Minimisation Act 2008
- Freedom Camping Act 2011
- Land Transport Management Act 2003
- Biosecurity Act 1993
- Fire and Emergency New Zealand Act 2017
- Maritime Transport Act 1994.

Section 83 of the act states the requirements of the SCP. This section is included below.

83 Special Consultative Procedure

- 1 Where this act or any other enactment requires a local authority to use or adopt the special consultative procedure, that local authority must -
 - (a) prepare and adopt -
 - (i) a statement of proposal; and
 - (ii) if the local authority considers on reasonable grounds that it is necessary to enable public understanding of the proposal, a summary of the information contained in the statement of

- proposal (which summary must comply with section 83AA of the act; and
- (b) ensure that the following is publicly available:
 - (i) the statement of proposal; and
 - (ii) a description of how the local authority will provide persons interested in the proposal with an opportunity to present their views to the local authority in accordance with section 82(1)(d) of the act; and
 - (iii) a statement of the period within which views on the proposal may be provided to the local authority (the period being not less than 1 month from the date the statement is issued); and
 - (c) make the summary of the information contained in the statement of proposal prepared in accordance with paragraph (a)(ii) of the act (or the statement of proposal, if a summary is not prepared) as widely available as reasonably practicable as a basis for consultation; and
 - (d) provide an opportunity for persons to present their views to the local authority in a manner that enables spoken English, Māori, and/or New Zealand sign language interaction between the person and the local authority, or any representatives to whom an appropriate delegation has been made in accordance with Schedule 7 of the act; and
 - (e) ensure that any person who wishes to present his or her views to the local authority or its representatives as described in paragraph (d)
 - (i) is given a reasonable opportunity to do so; and
 - (ii) is informed about how and when he or she may take up that opportunity.
2. For the purpose of, but without limiting, subsection (1)(d), a local authority may allow any person to present his or her views to the local authority by way of audio link or audio visual link.