

# Section B: Groups of Activities

This section provides details on Council's Groups of Activities and:

- A description of the activities making up the group.
- Main focus for 2013/14.
- How the performance of the activity is measured.
- Financial forecasts for the group.



Creating a better future with vibrant communities and thriving business.



# Introduction

Council carries out a number of activities or functions in order to meet its statutory responsibilities and in response to the aspirations of its District communities. Council's functions are arranged under ten Groups of Activities. These ten Groups of Activities are further organised under three main 'Sustainability Groups'.

Council's Group of Activities structure is shown in the following table.

SUSTAINABILITY GROUPS			
GROUPS OF ACTIVITIES	Community and Cultural Sustainability	Environmental Sustainability	Economic Sustainability
	Governance: Leadership and Investments	Resource Management	Water Supply
	Community Service	Solid Waste Management	Roads and Footpaths
	Community Development	Stormwater	
	Regulation and Safety	Sewerage and the Treatment and Disposal of Sewage	

## Community and Cultural Sustainability

The Groups of Activities discussed under this heading promotes Community Outcomes that primarily focus on building and developing cohesive and functional communities in the Waitomo District. Council provides a range of services and facilities to the various communities in the Waitomo District in order to achieve this.

### *Groups promoting Community and Cultural Sustainability:*

- Governance: Leadership and Investments
- Community Service
- Community Development
- Regulation and Safety



*Waitomo District Youth Council - Great NZ Muster 2012*

# Governance: Leadership and Investments

## What we do

The Governance: Leadership and Investments Group comprises the Leadership and Investments significant activities.

### Leadership

This activity includes the preparation of policies guiding strategic direction and strategic financial decisions for presentation to the Community for feedback.

Some key elements of this activity are:

- Council's governance at a District level which involves the provision of leadership and governance for the District through the Mayor's Office and the Council/Committee structure.
- Conduct of elections.
- Council's advocacy on issues that impact on the Waitomo District.
- Planning and Policy development which involves carrying out long term and annual planning for the District and producing plans which reflect the Council's role and level of involvement in achieving the Community Outcomes.
- Monitoring and Reporting.

### Investments

#### Council Controlled Organisations

**Investment in Local Authority Shared Services (LASS)** - The Council has an equal share with each of the 12 local authorities situated within the boundaries of the Waikato region, in LASS Ltd. The principal objective is for the Company to provide the most effective access to regional information of mutual value to the regional community using modern technology and processes.

**Investment in Inframax Construction Ltd (ICL)**- Inframax Construction Ltd is a roading construction and maintenance company wholly owned by the Waitomo District Council as a Council Controlled Organisation. Although, it is wholly owned by Council, ICL is an independent legal entity with its own Board of Directors and management structure and bound by the legal obligations of the Companies Act.

#### Investment Properties

**Council Owned Quarries** - Maintenance and management of Council owned quarries. The Council owns 22 quarries throughout the District of which five are leased, with 4 of these being operational. The quarries are a major source of aggregate in supporting road construction and development within the District.

**Forestry Holdings Held by Waitomo District Council** - Maintenance and management of small forestry located predominantly at Waitomo District Landfill. The forestry was predominantly planted in 1994 and comprises approximately 15.7 hectares of pine trees.

**Parkside** - As part of the restructure and capital raising of Inframax Construction Ltd in 2011, WDC purchased the Parkside Subdivision. The subdivision consists of 32 sections located near the centre of Te Kuiti.

#### **Other Entities**

**Investment in Civic Assurance Ltd** - Civic Assurance Ltd is the trading name of the Local Government Insurance Corporation Ltd. It is owned by Local Government and supplies the sector with a range of financial and insurance services. WDC holds 16,940 shares in the company.

## Main focus for 2013/14

The following are key projects planned in this activity area:

- Draft, consult and adopt the Annual Plan for 2014/15.
- Prepare and adopt the 2012/13 Annual Report by 24 September 2013.
- Prepare and publish a pre-election report no later than two weeks before nominations open for candidates seeking election at the Triennial Local Government elections in October 2013.
- Conduct the Triennial Local Government elections in October 2013.
- Prepare Triennial Agreements with Waikato and Manawatu - Wanganui Regional Councils no later than 1 March 2014.
- Prepare and make publicly available the Council's Governance Statement by February 2014, as required by s.40 LGA 2002.
- Actively participate in the Waikato Mayoral Forum (involving the Mayors and Chief Executives of local authorities within the Waikato region) to review/consider opportunities to collaborate in planning, purchasing and service delivery options.
- Undertake a review of Council's Code of Conduct by the end of November 2013.
- Continue with the process commenced in 2011 with the appointment of a new Board of Directors to ensure that Council's investment in Inframax Construction Limited returns to a sound financial footing by actively monitoring the agreed Financial Recovery Plan and influencing the annual Statement of Intent (as provided for in Schedule 8 of the LGA 2002).
- Investigate the feasibility options of improving the subdivisions in the Parkside subdivision to enhance the saleability of the lots.

## Measuring our progress

Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
<b>Leadership</b>				
Decision making in compliance with provisions of the Local Government Act 2002.	Number of challenges to the decision making process.	0	0	0
Consultation is in accordance with the Special Consultative Procedure outlined in LGA 2002.	Number of challenges to the decision making process.	0	0	0
Effective communication with the community.	Customer satisfaction rating of effectiveness and usefulness of Council communications "good or better".	≥ 50%	≥ 55%	≥ 60%
<b>Investments</b>				
Investments contribute to economic and social well-being.	Analysis of investment financials and activity including investment company reporting statements are reported to Council and made available to the public as applicable.	2 reports per year	2 reports per year	2 reports per year

## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(322)	Representation	(332)	(480)	(148)
(132)	Investments	(140)	(113)	27
<b>(454)</b>	<b>Total Income</b>	<b>(472)</b>	<b>(593)</b>	<b>(121)</b>
	<b>Direct Operating Expenditure</b>			
705	Representation	716	777	61
663	Strategic Planning and Policy	1,022	515	(507)
382	Monitoring and Reporting	396	374	(22)
903	Investments	906	812	(94)
<b>2,653</b>	<b>Total Direct Expenditure</b>	<b>3,040</b>	<b>2,478</b>	<b>(562)</b>
<b>2,199</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>2,568</b>	<b>1,885</b>	<b>(683)</b>
<b>2,199</b>	<b>Net Expenditure</b>	<b>2,568</b>	<b>1,885</b>	<b>(683)</b>
	<b>Funded By</b>			
0	Internal Loans	(232)	0	232
(27)	Reserves	(76)	(8)	68
(740)	General Rates	(798)	(656)	142
(1,432)	UAGC	(1,462)	(1,221)	241
<b>(2,199)</b>	<b>Total Funding</b>	<b>(2,568)</b>	<b>(1,885)</b>	<b>683</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Operating Income

- Representation: Forecast increase in revenues from rates penalties.
- Investments: Revenue from investments is forecast to decrease due to the change in accounting treatment of Cost of Sales (previously included as expenditure) which is now off-set against revenue from section sales.

### Operating Expenditure

- Strategic Planning and Policy and Monitoring and Reporting: Proposed expenditure is expected to decrease due to a reallocation of internal resources to other activities within the organisation.
- Investments: Proposed expenditure for the Investments activity is forecast to decrease primarily due to a change in the accounting treatment of the Cost of Sales for Parkside Section sales (previously included as expenditure) which is now off-set against revenue from section sales.

### Funding Changes

- Internal Loans Drawn: Due to the deferral of the Review of the District Plan (which the LTP 2012-22 provided for funding over ten years), loans of \$232,000 proposed to fund this review are not required in 2013/14. This review has been deferred pending the outcome of the Waikato Mayoral Forum's review of planning on a regional basis.



## What we do

### **The Community Service Group consists of the following activities:**

- Parks and Reserves
- Housing and Other Property
- Recreation and Culture
- Public Amenities
- Safety

### ***Parks and Reserves***

This activity involves the provision of parks and reserves in order to support the health and well-being of the community by supplying and maintaining areas for sport and recreation, as well as green places and landscapes that are restful and enhance the visual amenity. The parks, reserves and play areas are grouped according to their primary purpose under the following categories - Active reserves, Passive reserves, Esplanade reserves, Leased reserves and Play Equipment.

### ***Housing and Other Property***

This activity involves the provision of Housing and Other Property in order to support and fulfil Council's role in promoting social well-being.

Council provides a number of housing and other properties that are grouped according to their primary purpose. The different groups of Housing and Other Property are – Housing, Corporate Property, Community Halls and General Property (includes miscellaneous land holdings and wharves, jetties etc).

### ***Recreation and Culture***

This activity involves the provision of recreation and cultural opportunities in order to support the health and well-being of the community. Facilities are provided for sport and recreational events, key historic features are protected and low cost visitor accommodation in the form of camping grounds is provided.

The different groups of recreation and cultural assets that provide leisure and recreational opportunities for residents and visitors to the District are – Waitomo District Swimming Pool, Aerodrome, Reserve and Community facilities, Camp Grounds, Te Kuiti Cultural and Arts Centre and Waitomo District Library. Assisted voluntary community libraries are located at Awakino, Mokau and Benneydale.

### ***Public Amenities***

This activity involves the provision of public amenities in order to support the health and well-being of the community by providing areas for burial, and for the comfort and convenience of visitors and residents.

The different groups of public amenities are – Cemeteries, Public Toilets, Public Carparks, Street Furniture/Amenity Area, Emergency Management delivery, Rural Fire delivery.

### **Main focus for 2013/14**

#### **Parks and Reserves**

- Commence a walking track strategy which is scheduled for completion in 2014/15.
- Replacement of playground equipment to meet compliance standards.

#### **Housing and Other Property**

- Commence asset renewals associated with the external framework of the Te Kuiti railway buildings (dependent on obtaining external grant funding).
- Commence Expressions of Interest process related to future use of Railway Buildings

#### **Council Rental Housing**

- Continue the process leading to the disposal of 4 Jennings Street, which is a residential house and section, currently leased to the Te Kuiti Community House.

#### **Recreation and Culture**

- Waitomo District swimming pool water flow realignment and leak repairs.
- Taupiri Street Council building renewals and entrance development (subject to external funding).
- Investigation into consolidation of delivery of Council services which is scheduled for completion 2014/15 year.
- Commence Te Kuiti Aerodrome reserve management plan scheduled to be completed 2014/15 year.

#### **Public Amenities**

- Continuation of toilet upgrades across district.
- Investigation with neighbouring land owner for provision of shared parking for the Waitomo Culture and Arts Centre.

#### **Emergency Management**

Substantial change will be necessary for the delivery of Emergency Management Services in 2013/14 and moving forward, due to the disestablishment of the Waikato Valley Emergency Operating Area (WVEOA) from 1 July 2013. Council is currently investigating options for this service delivery which are anticipated to result in increased operating expenditure.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
High quality Parks and Reserves will be provided.	Percentage of community satisfied with the quality of Parks and Reserves in annual and research surveys.	≥ 80%	≥ 80%	≥ 80%
Provision and maintenance of Elderly Persons Housing that meets the needs of the tenants.	Percentage of users satisfied with the provision and maintenance of Elderly Persons Housing in the User Survey.	> 55%	> 60%	> 65%
Quality public amenities will be provided.	Percentage of community satisfied with the quality of public amenities (Public Toilets and Cemeteries).	≥ 80%	≥ 80%	≥ 80%
Provision of comprehensive library facilities for the community.	Percentage of community satisfied with the quality of the library facilities and service in the annual satisfaction survey and research survey results.	≥ 85%	≥ 85%	≥ 85%
Provision of effective pool facilities for the community.	Percentage of community satisfied with the quality of the pool facilities and service in the annual satisfaction survey and research survey results.	≥ 60%	≥ 70%	≥ 70%
Provision of effective Arts and Culture facilities for the community.	Percentage of community satisfied with the quality of the Arts and Culture facilities and service in the annual satisfaction survey and research survey results.	≥ 75%	≥ 75%	≥ 75%
Council's public facilities are provided to standards of fitness for use.	Current Building Warrant Of Fitness (BWOFF) for facilities with compliance schedules.	100%	100%	100%
Pool is safe for use of pool patrons at all times.	Pool accreditation in place.	100%	100%	100%
	Number of pool non complying water quality readings per year	< 5	< 5	< 5
Community education and information provided to build community awareness and preparedness.	The number of residents who understand the need to plan for the ability to survive on their own for 3 days if there was an emergency event.	35%	40%	40%
Council will ensure that staff are equipped and trained to efficiently man the Civil Defence headquarters in an emergency	One major training exercise involving Civil Defence headquarters staff will be held per year	One exercise per year	One exercise per year	One exercise per year
Playground equipment is safe to use for parks and reserves playground users	Number of accidents directly attributable to playground equipment failure	Nil accidents	Nil accidents	Nil accidents



## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(11)	Parks and Reserves	(11)	(11)	0
(216)	Housing and Other Property	(225)	(420)	(195)
(114)	Recreation and Culture	(118)	(114)	4
(49)	Public Amenities	(55)	(54)	1
<b>(390)</b>	<b>Total Income</b>	<b>(409)</b>	<b>(599)</b>	<b>(190)</b>
	<b>Direct Operating Expenditure</b>			
524	Parks and Reserves	639	603	(36)
725	Housing and Other Property	787	931	144
979	Recreation and Culture	1,040	1,041	1
682	Public Amenities	717	734	17
137	Safety	140	194	54
<b>3,047</b>	<b>Total Direct Expenditure</b>	<b>3,323</b>	<b>3,503</b>	<b>180</b>
<b>2,657</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>2,914</b>	<b>2,904</b>	<b>(10)</b>
	<b>Capital Expenditure</b>			
306	Parks and Reserves	99	99	0
69	Housing and Other Property	142	722	580
229	Recreation and Culture	398	398	0
205	Public Amenities	123	233	110
<b>809</b>	<b>Total Capital Expenditure</b>	<b>762</b>	<b>1,452</b>	<b>690</b>
<b>3,466</b>	<b>Net Expenditure</b>	<b>3,676</b>	<b>4,356</b>	<b>680</b>
	<b>Funded By</b>			
(449)	Internal Loans Drawn	(501)	(1,024)	(523)
(443)	Reserves	(337)	(328)	9
(837)	General Rate	(911)	(981)	(70)
(1,499)	UAGC	(1,682)	(1,793)	(111)
(238)	Target Rate	(245)	(230)	15
<b>(3,466)</b>	<b>Total Funding</b>	<b>(3,676)</b>	<b>(4,356)</b>	<b>(680)</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Operating Income

- Housing and Other Property: Proposed capital expenditure on the Restoration and Revitalisation of the Railway Building in Te Kuiti Township focussing on the asset renewal works, is expected to be part funded through Grants from external organisations (grants are treated as operational income). This project was not anticipated at the time the LTP 2012-22 was adopted.

### Operating Expenditure

- Housing and Other Property: The value of Council-owned Buildings increased when revalued at 30 June 2012. Depreciation for 2013/14 is forecast to increase as a result. Provision has been made for maintenance, security and upkeep of the Railway Building complex. This expenditure was not anticipated at the time the LTP 2012-22 was adopted.
- Increase in funding for Emergency Management service delivery due to the disestablishment of WVEOA which was not anticipated at the time of LTP 2012-22 adoption.

### Capital Expenditure

- Housing and Other Property: The proposed increase in capital works is for the commencement of the Railway Building restoration and revitalisation projects. These projects were not anticipated when the LTP 2012-22 was adopted.

### Funding Changes

- Internal Loans Drawn: It is proposed that the local share of the restoration and revitalisation of the Railway Building complex not met from external grants will be funded through internal loans
- General Rate and UAGC: The proposed increase in General and UAGC rates funding is due to a reallocation of internal resources to Community Services activities from the Leadership and Investments Activities.

# Community Development

## What we do

Community Development is a group of activities where WDC, in a number of diverse roles, is actively involved in 'helping the community to help itself'. Community Development activities represent a group of collaborative and partnership approaches and initiatives involving many agencies and organisations. These activities involve a common theme of promoting a better quality of life and a better living environment within the District.

Waitomo District Council's Community Development group involves Community Support, Customer Services, District and Regional Promotions and Economic Development. These activities form the foundation for engagement and the focus of work.

### **The Community Development Group comprises the following functions:**

**Community Support** – which seeks to improve social outcomes within Waitomo District by working closely with the District community. It includes making grants to the community, provision of service contracts, WDC's sister city relationship and youth initiatives.

### **Youth Engagement**

WDC identified key community outcomes relating to Youth for the first time, in the 2012-22 LTP. To support the achievement of these outcomes WDC has led, or invested time in supporting a number of youth related projects in the 2012/13 year. WDC found these projects to be beneficial in interconnecting and engaging young people within the community in a number of different ways. Council intends to continue with these initiatives in 2013/14 and in the coming years. The key areas of youth engagement include:

- The Waitomo Youth Council;
- Mayor's Taskforce for Jobs;
- Tuia Programme; and
- Social Sector Youth Trials
- Social Sector Youth Mentoring Programme

**Customer Services** – which enables service delivery and support for residents across 3 Council sites – Council's Administration Building (Queen Street), Waitomo District Library (Taupiri Street) and Te Kuiti Visitor Information Centre i-SITE (Rora Street).

**District Development Activity includes** - District and Regional Promotion, Economic Development, Management of the Visitor Information Centre i-SITE and Coordination of District Events.

## **District Economic Development Board**

To assist with a more integrated strategic focus on sustainable delivery of economic development initiatives within Waitomo District, Council through the 2012-2022 agreed to the establishment of a District Economic Development Board (Board) in 2013/14. This project has been deferred by one year to await the outcomes of the Regional Economic Development work stream being progressed by the Waikato Mayoral Forum.

## **Main focus for 2013/14**

### **Community Support**

- Administration of existing Community Development Fund.
- Community Events continued (e.g. Christmas Parade).
- Further develop the WDC events diary and community web pages

### **Youth Engagement**

- Participation and support of the identified youth engagement projects will continue in the 2013/14 financial year.

### **District Development**

- Continued support of district promotion via the Hamilton and Waikato Regional Tourism organisation.
- Event promotion, including the Great NZ Muster.
- Continue long-standing sister city relationships.
- Undertake a needs and gaps analysis of economic development practice and opportunities within the district.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
Provide assistance for community support activities.	Advertisement and administration of all WDC Funding Rounds as per the Community Development Fund Policy.	100%	100%	100%
Support the positive development of youth within the District.	Youth Council makes one submission to Council per year.	1 per annum	1 per annum	1 per annum
	Youth Council undertakes two youth related projects per year.	2 per annum	2 per annum	2 per annum
Council will support major District events that build community pride and raise the District's profile.	Number of major District events held on time and to budget.	One Major event (the Muster) and one minor event (the Christmas Parade)	One Major event (the Muster) and one minor event (the Christmas Parade)	One Major event (the Muster) and one minor event (the Christmas Parade)
Council through its membership of the Hamilton and Waikato Regional Tourism Organisation will ensure enhanced presence in national and international markets for the District.	Number of District Promotion opportunities taken by the Hamilton and Waikato Regional Tourism Organisation in key publications and industry events.	> 4	> 4	> 4
Council will support business expansion and diversification, and encourage the development of work-based skills.	District Economic Development Board Strategy developed and implemented.	District Economic Development Board Strategy developed and approved by Council	25% of the programmes identified within the District Economic Development Board strategy are implemented	District Economic Development Board 100% operational

## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
0	Youth Engagement	0	(62)	(62)
(207)	District Development	(214)	(150)	64
(20)	Agencies	0	(20)	(20)
<b>(227)</b>	<b>Total Income</b>	<b>(214)</b>	<b>(232)</b>	<b>(18)</b>
	<b>Direct Operating Expenditure</b>			
556	Community Support	541	542	1
0	Youth Engagement	0	124	124
4	Sister City	4	4	0
636	District Development	716	496	(220)
28	Agencies	27	26	(1)
<b>1,224</b>	<b>Total Direct Expenditure</b>	<b>1,288</b>	<b>1,192</b>	<b>(96)</b>
<b>997</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>1,074</b>	<b>960</b>	<b>(114)</b>
	<b>Capital Expenditure</b>			
1	District Development	0	0	0
<b>1</b>	<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>998</b>	<b>Net Expenditure</b>	<b>1,074</b>	<b>960</b>	<b>(114)</b>
	<b>Funded By</b>			
(1)	Reserves	(60)	(26)	34
0	Internal Loans Drawn	0	0	0
(257)	General Rates	(265)	(207)	58
(555)	UAGC	(558)	(576)	(18)
(185)	Target Rates	(191)	(151)	40
<b>(998)</b>	<b>Total Funding</b>	<b>(1,074)</b>	<b>(960)</b>	<b>114</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Operating Income

- Youth Engagement: The engagement in the Social Sector Youth Mentoring Programme will be externally funded. This was not provided for in the LTP 2012-22.
- District Development: It is forecast that sales of tourism services and products from the i-SITE in Te Kuiti will decrease. This reflects a downturn in tourism activities.

### Operating Expenditure

- Youth Engagement: The Youth Engagement initiative has been developed further by Council as agreed in the LTP 2012-22. Consequently, the expenditure is now accounted for in a separate 'Youth Engagement' function for the purpose of transparency. Part of this expenditure is an increase in internal resourcing for this activity and the other part is for participation in Social Sector Youth Mentoring programme which will be externally funded (as noted in the income above).
- District Development: The establishment of a District Development Board was proposed for 2013/14 in the LTP 2012-22. It is now proposed that this be delayed by one year pending the outcome of the Waikato Mayoral Forum's review of economic development within the region.  
Expenditure for i-SITE purchases is forecast to decrease, with a corresponding decrease in i-SITE revenue. It is further proposed to reduce indirect costs with a reallocation to other activities.

# Regulation and Safety

The Regulation and Safety group of activities together with Resource Management fall under the Regulatory Services business unit. Both groups of activities are included in a single Activity Management Plan called the "Regulatory Services Activity Management Plan (AMP)".

## What we do

The Regulation and Safety Group aims to ensure a healthy and safe environment for the community in terms of building and food safety, regulating behaviours and creating a nuisance free, family and investment friendly environment.

This Group includes the regulatory functions devolved to Council by legislation and leads the making of the necessary policies and bylaws to ensure a safe and nuisance-free environment for all the residents of the District. The functions are:

**Building Control** - regulates the whole building control function in the District.

**Liquor Licensing** - oversees the administration of the Sale of Liquor Act at a local level acting as the District Licensing Agency (DLA) on behalf of the Liquor Licensing Authority which encourages the responsible sale and use of alcohol through licensing, monitoring of premises and enforcement of the Act.

**Environmental Health** - involves the provision of environmental health services including licencing and inspection of food premises and noise control.

**Bylaw Administration** – involves managing a range of bylaws that Council has in place which allow WDC to manage issues associated with community nuisance, protect public health and manage Council's assets.

Regulatory Services administer and where appropriate enforce the bylaws with the activity carried out under the shared services arrangement with Waipa District Council.

**Animal Control** - involves the registration of dogs as well as the prevention of harm to the community in cases of menacing or dangerous behaviour by dogs and dealing with roving stock.

## Main focus for 2013/14

The statutory environment within which this Group tends to undergo continuous changes. The Building Act is under constant review and it is expected that the Food Bill will be enacted in the current year although indications are that the Bill may undergo several major amendments. Implementation of the new legislation could become a key area of focus in 2013/14.

The Sale and Supply of Alcohol Act 2012 has recently been introduced. As a result, Council will be developing a policy on the sale of liquor within the District in 2013/14. The policy will address the location of licensed premises, the number of premises in the District and maximum trading hours.

It is planned to carry out extensive public consultation on the policy in order to ensure that localised alcohol related issues are well understood.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
All food and liquor retail premises will be inspected and appropriately registered and licensed.	Percentage of registration or licensing of food and liquor retail premises inspected annually.	100%	100%	100%
Provision of an effective environmental health service for the community.	Customer satisfaction survey rating on Environmental Health Service.	> 50%	> 50%	> 50%
Building consents and project information memoranda issued within 15 working days.	Percentage of building consents and project information memoranda issued within 15 working days.	90%	90%	90%
Council will ensure that consented building works adhere to the Building Code.	Percentage of consented buildings under construction (inspected) to ensure code compliance.	100%	100%	100%
Provision of an effective building control service to the community.	Customer satisfaction survey rating on Building Control.	> 50%	> 50%	> 50%
Dog owners' properties will be inspected to ensure compliance with the Dog Control Act 1996 and Council's bylaws.	Percentage of dog owners' properties inspected per year.	Urban 100% Rural 10%	Urban 100% Rural 10%	Urban 100% Rural 10%
High level of customer satisfaction with animal control service.	Customer satisfaction survey rating on Animal Control.	≥ 50% good or above	≥ 50% good or above	≥ 50% good or above

## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(402)	Regulation	(422)	(409)	13
<b>(402)</b>	<b>Total Income</b>	<b>(422)</b>	<b>(409)</b>	<b>13</b>
	<b>Direct Operating Expenditure</b>			
722	Regulation	744	722	(22)
<b>722</b>	<b>Total Direct Expenditure</b>	<b>744</b>	<b>722</b>	<b>(22)</b>
<b>320</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>322</b>	<b>313</b>	<b>(9)</b>
	<b>Funded By</b>			
3	Reserves	4	(5)	(9)
(230)	General Rates	(241)	(226)	15
(93)	UAGC	(85)	(82)	3
<b>(320)</b>	<b>Total Funding</b>	<b>(322)</b>	<b>(313)</b>	<b>9</b>

## Variations from LTP 2012-22

There are no material variations in the Regulation and Safety Activity for the 2013/14 financial year when compared to the LTP 2012-22.



# Environmental Sustainability Group

The Group of Activity discussed under this heading promotes Community Outcomes that primarily target environmental well-being. Its component Groups aim to minimise the impact of communities lifestyles and growth on the natural environment. It is the responsibility of every local authority to carry out activities that promote sustainable management and protection of the environment.

## *Groups promoting Environmental Sustainability:*

- Solid Waste Management
- Stormwater Drainage
- Resource Management
- Sewerage and the Treatment and Disposal of Sewage



*Limestone formations, Mangapohue*

# Solid Waste Management

## What we do

The Solid Waste Management Group provides for the environmentally safe reduction, diversion, collection and disposal of the District's solid waste. The services delivered will ensure that the natural environment is protected from detrimental effects of solid waste, and that the waste disposal needs of the District community are met.

Council is responsible under the Waste Minimisation Act 2008 for preparing and implementing a waste management and minimisation plan, and overseeing and promoting effective and efficient waste management and minimisation in the District, having regard to the New Zealand Waste Strategy (NZWS).

### There are four activities under this Group:

**Waste Minimisation** - focused on the reduction and diversion (reuse, recycling and recovery) of solid waste. It includes educational programmes targeted at improving awareness of the benefits of waste reduction and services available in support of this, promotion of and support for community initiatives.

**Kerbside Recyclables Collection** - A weekly kerbside collection of recyclables is provided for the residents of Te Kuiti, Piopio, Awakino, Mokau and the Waitomo ward and Village area.

**Kerbside Refuse Collection** - A weekly kerbside collection of bagged refuse is provided for the residents of Te Kuiti, Piopio, Mokau, Awakino and Waitomo ward and Village, coincident with the weekly kerbside collection of recyclables.

**Waste Disposal** - Waste transfer stations are provided at the communities of Benneydale, Piopio, Marokopa (new), Kinohaku and Mokau/Awakino (at the site of the former Awakino transfer station). A fully consented District landfill is located at Te Kuiti.

## Main focus for 2013/14

This EAP proposes the continuation of level of service provided for the solid waste activity.

- Continuation of waste reduction initiatives
- Continue assessment of possibility of Waitomo District Landfill becoming a clean fill site only.
- Report of all waste management facilities to identify hazards and safety improvements.
- Carry out two yearly waste audits.
- Monitor and review waste minimisation behaviour change.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
Users find the recycling facilities safe to use.	Percentage of users rate the safety of Council's recycling facilities as satisfactory or better.	75%	75%	75%
Provision of effective waste service for the community.	Customer satisfaction survey rating on waste transfer stations.	60%	60%	60%
The solid waste management facilities feel safe to the user.	Percentage of users rate the District's waste transfer stations safe to use.	70%	70%	70%
Users find the landfill facility safe to use.	Percentage of users rate the safety of Council's landfill facility as satisfactory or better.	75%	75%	75%
The solid waste management facilities are open and accessible to users at advertised times.	Number of complaints per month due to facilities not being open at advertised times.	<1	<1	<1
Reduce quantity of recyclables like paper and plastics in bag collection that goes to landfill.	Percentage of reduction per annum leading to 10% reduction by 2016 and 15% by 2022. (both measured against the 2010 Waste Audit).	2%	2%	2%
Reduce the quantity of organic waste like food scraps etc in bag collection that goes to landfill.	Percentage of reduction per annum achieved through continual education leading to 10% reduction by 2022 (measured against the 2010 Waste Audit).	1.5%	1.5%	1.5%
Provision of an effective solid waste service for the community.	Number of complaints received per month regarding solid waste activities.	≤ 10	≤ 10	≤ 10

## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(95)	Collection	(104)	(100)	4
(974)	Management	(1,043)	(1,011)	32
<b>(1,069)</b>	<b>Total Income</b>	<b>(1,147)</b>	<b>(1,111)</b>	<b>36</b>
	<b>Direct Operating Expenditure</b>			
331	Collection	347	344	(3)
1,623	Management	1,781	1,504	(277)
<b>1,954</b>	<b>Total Direct Expenditure</b>	<b>2,128</b>	<b>1,848</b>	<b>(280)</b>
<b>885</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>981</b>	<b>737</b>	<b>(244)</b>
	<b>Capital Expenditure</b>			
6	Management	96	96	0
<b>6</b>	<b>Total Capital Expenditure</b>	<b>96</b>	<b>96</b>	<b>0</b>
<b>891</b>	<b>Net Expenditure</b>	<b>1,077</b>	<b>833</b>	<b>(244)</b>
	<b>Funded By</b>			
(1)	Internal Loans Drawn	(52)	(52)	0
(5)	Reserves	(44)	(41)	3
(7)	General Rates	(7)	(5)	2
(7)	UAGC	(7)	(5)	2
(634)	Target Rate - District	(723)	(485)	238
(44)	Target Rate - Mokau	(45)	(46)	(1)
(30)	Target Rate - Piopio	(31)	(32)	(1)
(118)	Target Rate - Te Kuiti	(122)	(121)	1
(45)	Target Rate - Waitomo	(46)	(46)	0
<b>(891)</b>	<b>Total Funding</b>	<b>(1,077)</b>	<b>(833)</b>	<b>244</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Operating Income

- Management: Forecast revenue from the Landfill is expected to reduce due to a reduction in the volume of refuse being deposited at the landfill.

### Operating Expenditure

- Management: Forecast expenditure of the Landfill is expected to reduce due to significant reductions in projected Emissions Trading Scheme expenses and landfill operational costs. Depreciation is also expected to be less due to asset revaluations for 30 June 2012 and interest costs will decrease due to the reduced loan funding required for capital expenditure.

### Funding Changes

- Target Rate – District: Due to reduced net operational costs for the operation of the Landfill (as described above), District Targeted Rates funding required for this activity will reduce accordingly.

# Stormwater Drainage

## What we do

The Stormwater Drainage Group provides for the collection, diversion, and disposal of urban surface water runoff following rainfall. Surface water flooding can occur in the absence of an effective stormwater drainage system.

The Group covers the stormwater assets owned and operated by Council in urban areas including Te Kuiti, Benneydale, Piopio, Mokau, Awakino, Marokopa and Te Waitere. The majority of Council's stormwater infrastructure is located at Te Kuiti, with limited infrastructure available at the remaining townships. The stormwater infrastructure servicing Waitomo Village and Taharoa is privately owned and does not form part of this Plan.

Providing, maintaining and upgrading Council's urban stormwater network comprising the urban open drains, pipes and manholes, downstream from surface channels, sumps and sump leads (the latter, together with all rural drainage assets, are included under the Roads and Footpaths activity) are the main elements of this group.

## Main focus for 2013/14

- Continue to collect Asset Management data (physical attributes, asset performance/condition, and costs).
- Determine the condition and decay rates of the networks by analysing condition reports provided by contractors and/or works staff during the day to day operation of stormwater assets.

## Capital Works

It was indicated in the LTP that a modest capital works programme was being budgeted on the basis of known information about asset condition. The renewal budget for the first 4 years was split to do stormwater reticulation cleaning and piping of open drains as they become necessary. It was also indicated that asset management systems and information in this area would be updated as regular maintenance work was carried out and this would be reflected in updated renewal and upgrade work forecasts.

The first stage of stormwater rehabilitation (cleaning) progress since LTP 2012-22 was adopted has identified the need for considerable renewal/rehabilitation works in George Street and Duke Street that are quite critical and will be the focus of the capital work programme in 2013/14. This represents a proposed increase of \$256,000 in capital expenditure.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
Threats to public health and property will be limited.	Percentage of urgent requests dealt with within one working day.	90%	90%	90%
Service requests and complaints are processed as they come in.	Completion time (working days following receipt) for customer follow up on outstanding requests/complaints.	< 5 days	< 5 days	< 5 days
Stormwater quality will be managed effectively.	Percentage of stormwater pollution incidents are corrected within time frames agreed with Waikato Regional Council.	100%	100%	100%
	Response time for investigation of all reported pollution incidents associated with stormwater discharge following notification.	<12 hours	<12 hours	<12 hours
	Number of stormwater abatement notices issued.	Nil	Nil	Nil

## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
0	Te Kuiti Stormwater	0	0	0
<b>0</b>	<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Direct Operating Expenditure</b>			
346	Te Kuiti Stormwater	360	346	(14)
34	Rural Stormwater	35	34	(1)
<b>380</b>	<b>Total Direct Expenditure</b>	<b>395</b>	<b>380</b>	<b>(15)</b>
<b>380</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>395</b>	<b>380</b>	<b>(15)</b>
	<b>Capital Expenditure</b>			
122	Te Kuiti Stormwater	106	362	256
5	Rural Stormwater	5	5	0
<b>127</b>	<b>Total Capital Expenditure</b>	<b>111</b>	<b>367</b>	<b>256</b>
<b>507</b>	<b>Net Expenditure</b>	<b>506</b>	<b>747</b>	<b>241</b>
	<b>Funded By</b>			
(127)	Reserves	(111)	(366)	(255)
(346)	Target Rate - Urban	(360)	(346)	14
(34)	Target Rate - Rural	(35)	(35)	0
<b>(507)</b>	<b>Total Funding</b>	<b>(506)</b>	<b>(747)</b>	<b>(241)</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Capital Expenditure

- Te Kuiti Stormwater: It is proposed that additional capital works will be required to maintain existing service levels of the stormwater network including renewal projects in George Street and Duke Street.

### Funding Changes

- Reserves: It is proposed that reserve funding for the additional renewal work, (as described above) will be funded from depreciation reserves.

# Resource Management

## What we do

The Resource Management Activity involves the administration, application and enforcement of the Waitomo District Plan provisions including:

- Issuing of resource consents for land use and subdivisions.
- Monitoring consents for compliance with conditions.
- Making amendments to the District Plan.

The services delivered by this Group promote sustainable development of natural and physical resources, by establishing policies and plans which aim in part to make the district vibrant and prosperous.

The Resource Management Act 1991 (RMA) requires Council to establish objectives, policies and plans which promote the sustainable development of the District's natural and physical resources in a manner which enables communities to provide for their social, economic, environmental and cultural well-being and for their safety and health.

## Main focus for 2013/14

This EAP proposes a continuation of the service levels provided for within this activity. The LTP 2012-22 provides for a full review of the District Plan to commence in the 2013/14 financial year. However, due to imminent changes to the RMA and also the regional planning work stream carried out by the Waikato Mayoral Forum, this EAP defers the commencement of the District Plan review to 2014/15.

Council intends to keep a watching brief on the parliamentary process around RMA reforms and intends to carry out a detailed scoping of resource management issues within the District.

This project is necessary so as to ensure that the reviewed plan allows Council to manage the use, development and protection of our natural and physical resources in a manner which best meets community needs.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
Council will ensure that resource consents are processed in a timely and customer friendly manner so as to facilitate district wide development.	Percentage of notified consents processed within 80 working days of receipt.*	90%	90%	90%
	Percentage of non-notified consents processed within 20 working days.	90%	90%	90%
All premises where resource consent have been issued will be monitored at least biennially to ensure compliance.	Percentage of consented premises visited each year.	50%	50%	50%

\* Resource consents are notified for public comment if they are complex with possible off-site effects.



## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(73)	District Plan Administration	(83)	(80)	3
<b>(73)</b>	<b>Total Income</b>	<b>(83)</b>	<b>(80)</b>	<b>3</b>
	<b>Direct Operating Expenditure</b>			
191	District Plan Administration	191	198	7
<b>191</b>	<b>Total Direct Expenditure</b>	<b>191</b>	<b>198</b>	<b>7</b>
<b>118</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>108</b>	<b>118</b>	<b>10</b>
<b>118</b>	<b>Net Expenditure</b>	<b>108</b>	<b>118</b>	<b>10</b>
	<b>Funded By</b>			
(59)	General Rate	(54)	(59)	(5)
(59)	UAGC	(54)	(59)	(5)
<b>(118)</b>	<b>Total Funding</b>	<b>(108)</b>	<b>(118)</b>	<b>(10)</b>

## Variations from LTP 2012-22

There are no material variations in the Resource Management Activity for the 2013/14 financial year when compared to the LTP 2012-22.

# Sewerage and Treatment and Disposal of Sewage

## What we do

The Sewerage Group provides for the environmentally safe collection, treatment and disposal of the District's sewage wastes. Sewerage (or wastewater) schemes are provided by Council at Te Kuiti, Piopio, Benneydale and Te Waitere. The privately owned and operated sewerage schemes at Waitomo Village and Taharoa do not form part of this Plan.

### There are three activities under this Group, namely:

- Maintenance
- Renewals and replacements
- Improvements

Operation and maintenance involves the planned and reactive servicing of the sewerage infrastructure – clearing blocked sewers, servicing pump stations, repairing damaged asset components and operating the sewage treatment plants and disposal systems.

Renewal/replacement of sewerage infrastructure (principally sewer pipes) involves replacement of these assets at the end of their effective lives.

The timing of renewals is determined from the asset age, condition assessments and capacity assessments of the existing drainage networks based on the available asset data.

Improvements involve the provision of additional sewerage reticulation or treatment plant capacity either by installing new or extending existing pipe networks or treatment plants. Where possible, any identified shortfall in existing pipe capacity will be addressed at the time of the pipe replacement so that any existing undersized pipes will be replaced with larger diameter pipes.

## Main focus for 2013/14

The upgrade works to the Te Kuiti Wastewater Treatment Plant will finalise the major works programme for this group of activities.

### Asset Management Programmes

- Improve accuracy and completeness of asset registers for each scheme.
- Develop a greater focus on risk identification and management, obtaining more detailed information on critical assets, and prioritise the works developed from the risk assessment exercise.

### Te Kuiti Sewerage Scheme

- Upgrade works to the Te Kuiti Wastewater Treatment Plant commenced in 2011. Completion of the construction work and commissioning of the new plant will be completed in 2013-14.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
Sewage treatment is managed without adversely affecting the quality of the receiving environment.	Number of complaints regarding receiving water quality as a result of effluent discharge as measured in Request for Service (RFS) system.	≤ 2	≤ 2	≤ 2
Sewage is managed without risk to public health.	Number of sewage overflows into habitable buildings due to faults in the wastewater system (measured by RFS system).	≤ 1	≤ 1	≤ 1
A reliable removal and treatment service is provided.	Number of sewage overflow events per year at any one wastewater scheme.	≤ 2	≤ 2	≤ 2
Resource Consent for TKWWTP is renewed and complied with	Percentage compliance with renewed TKWWTP Resource Consent	N/A	100% * See note below	100%

Note: Renewal of the Resource Consent has been applied for. Experience with the Piopio consent has shown that objectors delay the renewal of this type of consent and it is expected that the renewed consent will be granted in 2015.

# Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(534)	Te Kuiti Sewerage	(724)	(627)	97
(1)	Benneydale Sewerage	(1)	(1)	0
0	Piopio Sewerage	(1)	(1)	0
<b>(535)</b>	<b>Total Income</b>	<b>(726)</b>	<b>(629)</b>	<b>97</b>
	<b>Direct Operating Expenditure</b>			
2,133	Te Kuiti Sewerage	2,885	2,627	(258)
29	Te Waitere Sewerage	30	30	0
143	Benneydale Sewerage	145	139	(6)
326	Piopio Sewerage	347	197	(150)
<b>2,631</b>	<b>Total Direct Expenditure</b>	<b>3,407</b>	<b>2,993</b>	<b>(414)</b>
<b>2,096</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>2,681</b>	<b>2,364</b>	<b>(317)</b>
	<b>Capital Expenditure</b>			
5,442	Te Kuiti Sewerage	803	671	(132)
8	Te Waitere Sewerage	10	10	0
0	Benneydale Sewerage	0	78	78
0	Piopio Sewerage	101	101	0
<b>5,450</b>	<b>Total Capital Expenditure</b>	<b>914</b>	<b>860</b>	<b>(54)</b>
<b>7,546</b>	<b>Net Expenditure</b>	<b>3,595</b>	<b>3,224</b>	<b>(371)</b>
	<b>Funded By</b>			
(5,442)	Internal Loans Drawn	(905)	(772)	133
(146)	Reserves	(510)	(394)	116
(1,471)	Target Rate - Te Kuiti	(1,628)	(1,529)	99
(128)	Target Rate - District (Trade Waste Contribution)	(173)	(158)	15
(29)	Target Rate - Te Waitere	(30)	(30)	0
(114)	Target Rate - Benneydale	(117)	(125)	(8)
(216)	Target Rate - Piopio	(232)	(216)	16
<b>(7,546)</b>	<b>Total Funding</b>	<b>(3,595)</b>	<b>(3,224)</b>	<b>371</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Operating Income

- Te Kuiti Sewerage: It is forecast that Trade Waste revenue from the industrial users of the Te Kuiti sewerage scheme will decrease. Revenues are based on volume and load being discharged, which in turn is based on their level of activity.

### Operating Expenditure

- Te Kuiti Sewerage: Forecast operational expenditure for Te Kuiti Sewerage is expected to decrease compared with the LTP 2012-22 due to reduced insurance and electricity expenditure. In addition to that it is expected that interest costs and depreciation will be less due a delay in the completion of the Waste Water treatment plant upgrade.

### Capital Expenditure

- Te Kuiti Sewerage: It is forecast that capital expenditure for the Te Kuiti Waste Water treatment plant will be less for the 2013/14 financial year due to capitalised staff time spent on the project and forecasted for 2013/14 being advanced into the 2012/13 financial year.
- Benneydale Sewerage: It is proposed that further renewal expenditure will be required for the Benneydale reticulation assets. This work was not anticipated when the LTP 2012-22 was adopted.

### Funding Changes

- Internal Loans: Due to reduced capital expenditure for Te Kuiti Sewerage (as described above) the amount of loans required to fund that project will also decrease.
- Reserves: It is proposed that reserve funding of Net Operational Costs for both Piopio and Te Kuiti Sewerage schemes to smooth the impact on rates requirement will decrease in 2013/14. This will be offset with an increase in reserve funding to be used to fund the renewal expenditure for Benneydale.
- General Rates and UAGC: Due to reduced expenditure and increased revenue forecasts for Te Kuiti, Te Kuiti Sewerage rates will decrease.

## Economic Sustainability Group

The Groups of Activities discussed under this heading promotes Community Outcomes that primarily target economic well-being. Its component Groups focus on providing the necessary infrastructure that enables communities to prosper and to ensure that the District as a whole is able to transport produce and necessities to and from the marketplace. The growth and maintenance of tourism, farming and other commerce and industry is dependent on the provision of reliable transport and water supply networks.

### *Groups promoting Economic Sustainability:*

- Water Supply
- Roads and Footpaths



*Visitors to the Ruakuri Caves, Waitomo*

# Water Supply

## What we do

The Water Supply activity provides for the environmentally safe collection, treatment and reticulation of Council's public water supplies. Water supply schemes are provided by Council at Te Kuiti, Benneydale, Piopio and Mokau.

The privately owned and operated water supply schemes at Waitomo Village and Taharoa do not form part of this Plan.

### **There are three aspects of operations under this group, namely:**

- **Maintenance** – which can be defined as the regular work and immediate repairs necessary to preserve an asset in a condition, which allows it to perform its required function. For example, repairing leaks and broken mains, servicing pump stations, cleaning reservoirs etc.
- **Renewals and Replacements** - Renewal/ replacement of water supply infrastructure (principally water supply mains) involves replacement of these assets at the end of their effective lives. The timing of renewals is determined from the asset age, condition assessments and capacity assessments of the existing water supply networks based on the available asset data.
- **Improvements** - This involves the provision of additional water supply reticulation, storage or treatment plant capacity either by installing new or extending/upgrading existing pipe networks, storage structures or treatment plants.

## Main focus for 2013/14

Identified areas for improvement relate mainly to the aesthetic (taste, odour, colour) aspects of Council's water supplies and to ensure an adequate supply volume.

Application submitted for Ministry of Health subsidy funding to install disinfection units at the Mokau and Benneydale water treatment plants was successful and the work will be completed during the 2013 calendar year.

### **The projects and programmes scheduled for 2013/14 are:**

#### **Te Kuiti Water Supply Scheme**

The TKWTP needs significant upgrade to meet the Drinking-water Standards for New Zealand 2005 (Revised 2008), that has application to the Te Kuiti supply with effect from 1 July 2014.

The project to construct and commission the upgrades to the plant will commence in 2013-14 and be completed in 2018-19 at a total estimated cost of \$3.37 million.

#### **Mokau Water Supply Scheme**

Construction works on the Mokau dam to increase the holding capacity will be undertaken in 2013/14 at a total estimated cost of \$810,000.

The Mokau disinfection upgrade will be completed during the 2013 calendar year.

#### **Benneydale Water Supply Scheme**

The Benneydale disinfection upgrades will be completed during the 2013 calendar year.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
Water supply is adequate for public health purposes.	Percentage compliance with NZ Drinking Water Standards 2005 as measured in WINZ database.	95%	95%	95%
	Public Health Risk Management plans adopted and implement.	100%	100%	100%
	Confirmed illnesses attributable to consumption of Council water supply services.	Nil	Nil	Nil
	Number of complaints per annum regarding water supply quality, at any supply scheme.	<10	<10	<10
	Percentage of customers who are satisfied with the quality of their drinking water as measured by Resident Satisfaction Survey.	75%	75%	75%
Water resources are used efficiently and sustainably.	Percentage of the fire hydrants meeting bi-annual compliance test with the fire fighting standards.	75%	75%	75%
Water supply to customers is reliable.	Percentage of customers who are satisfied with the reliability of their water supply services as measured by Resident Satisfaction Survey.	75%	75%	75%
Failures and service requests are responded to promptly.	Percentage of supply disruptions restored within 4 hours after first notification.	90%	90%	90%



# Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(484)	Te Kuiti Water	(1,307)	(1,287)	20
(839)	Mokau Water	(32)	(812)	(780)
(340)	Piopio Water	(25)	(16)	9
(23)	Benneydale Water	(24)	(2)	22
<b>(1,686)</b>	<b>Total Income</b>	<b>(1,388)</b>	<b>(2,117)</b>	<b>(729)</b>
	<b>Direct Operating Expenditure</b>			
1,324	Te Kuiti Water	1,416	1,397	(19)
263	Mokau Water	312	344	32
218	Piopio Water	251	273	22
133	Benneydale Water	146	150	4
<b>1,938</b>	<b>Total Direct Expenditure</b>	<b>2,125</b>	<b>2,164</b>	<b>39</b>
<b>252</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>737</b>	<b>47</b>	<b>(690)</b>
	<b>Capital Expenditure</b>			
486	Te Kuiti Water	2,475	3,242	767
1,204	Mokau Water	10	810	800
443	Piopio Water	41	41	0
72	Benneydale Water	3	3	0
<b>2,205</b>	<b>Total Capital Expenditure</b>	<b>2,529</b>	<b>4,096</b>	<b>1,567</b>
<b>2,457</b>	<b>Net Expenditure</b>	<b>3,266</b>	<b>4,143</b>	<b>877</b>
	<b>Funded By</b>			
(1,082)	Internal Loans Drawn	(1,746)	(2,505)	(759)
41	Reserves	(2)	(103)	(101)
(839)	Target Rate - Te Kuiti	(890)	(890)	0
(254)	Target Rate - Mokau/Awakino	(293)	(310)	(17)
(194)	Target Rate - Piopio	(199)	(194)	5
(129)	Target Rate - Benneydale	(136)	(141)	(5)
<b>(2,457)</b>	<b>Total Funding</b>	<b>(3,266)</b>	<b>(4,143)</b>	<b>(877)</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Operating Income

- Mokau Water: It is forecast that subsidy revenue for the construction of a raw storage dam to improve security of supply at Mokau will now be received in the 2013/14 financial year, whereas the LTP 2012-22 expected the capital works and associated subsidy to be completed and received respectively during the 2012/13 financial year. Forecast revenues from water by meter at Mokau will be less than the LTP 2012-22 due to the revised allocation of free water units to connected properties.

### Capital Expenditure

- Te Kuiti Water: It is proposed that capital expenditure for Te Kuiti will increase compared with the LTP 2012-22 due to increased expenditure on the Water Treatment Plant Upgrade and Design, Te Kuiti reticulation renewal work and new main pumping stations.
- Mokau Water: It was forecast that the construction of the raw water storage dam at Mokau (to improve security of water supply during dry periods) would be carried out during the 2012/13 financial year. Due to delays in receiving consent to complete the works during that year, this work is now expected to be completed during the 2013/14 financial year.

### Funding Changes

- Internal Loans: Due to reduced capital expenditure required for the Te Kuiti Water Treatment Plant upgrade, loan funding will be reduced accordingly.
- Reserves: It is proposed that reserve funding of the Net Operational Costs for Mokau, Piopio and Benneydale Sewerage schemes to smooth the impact on rates requirement will increase.

# Roads and Footpaths

## What we do

The nature of the roading activities is to manage and maintain the District's road network and to identify the need for and undertake maintenance, operations, renewals of roads and footpaths and ancillary systems such as signs and road markings.

The scope of the activities forming part of the Roads and Footpaths Group includes:

- Roads (excluding state highways),
- Footpaths, bridges,
- Traffic services,
- Carparking and
- Traffic safety programmes

The services delivered by this Group aim to provide safe and reliable transport infrastructure (including footpaths) to facilitate the movement of people and goods.

ROADS	URBAN (KM)	RURAL (KM)	TOTAL (KM)
<b>MAINTAINED</b>	<b>52.86</b>	<b>959.18</b>	<b>1012.04</b>
<b>SEALED</b>	<b>49.30</b>	<b>414.86</b>	<b>464.16</b>
<b>UNSEALED</b>	<b>3.56</b>	<b>544.32</b>	<b>547.88</b>

There are no passenger transport services available other than the national links via the NZ Rail Overlander service and inter-regional bus connections operating on the state highway network.

## *Subsidised Roading*

New Zealand Transport Agency (NZTA), the national road funding authority, provides a subsidy for works that meet their criteria via the regional council's Land Transport Programme. The Activities currently subsidised by NZTA are:

- Sealed Pavement Maintenance
- Unsealed Pavement Maintenance
- Routine Drainage Maintenance
- Structures Maintenance
- Environmental Maintenance
- Traffic Services Maintenance
- Level Crossing Warning Devices
- Emergency Reinstatement
- Network and Asset Management
- Professional Services

## *Unsubsidised Roading*

These are activities carried out to ensure safe and efficient travel within and through the District as necessary for road or pedestrian safety and convenience, but are not subsidised by NZTA.

The Council has sole financial responsibility for this activity.

The functions include:

- Footpath Maintenance
- Footpath Renewals
- Amenity Lights
- Unsubsidised Miscellaneous Work
- Street Cleaning
- Carpark Maintenance (other than kerbside parking)

## Main focus for 2013/14

### Restoring Levels of Service

One of Council's strategies outlined in the LTP 2012-22 is to restore the Levels of Service for this Group of Activities to what they were prior to the introduction of the austerity measures through the 2009-19 LTP. These reductions are now being phased back returning to full funding levels by 2015/16.

In May 2012, the NZTA Board confirmed in writing that it had committed to provide WDC with \$25.9M of roading subsidy for the three year period 2012 to 2015. That amounts to a 12% increase over the subsidy support previously provided. This has enabled Council to proceed with its intention to return to previous service levels by 2015/16.

Some key works planned for 2013/14 are:

- Pavement Rehabilitation Package
- Sealed Road Surfacing of 38km per year - the programmed budget for 2013/14 is \$1.3 million.
- Minor improvement works totalling \$350,000
- Emergency reinstatement totalling \$240,000
- Development of detailed maintenance plans such as road marking within the network.
- Rora Street upgrade Stage 3 \$200,000.

## Measuring our progress

The Levels of Service and Key Performance Indicators for this Group of Activities are:

What we do (Level of Service)	How we measure success (Performance Measure)	Our Targets		
		2013/14	2014/15	2015/16 to 2021/22
The rideability of the roading network is maintained in good condition and is 'fit for purpose'.	The number of service complaints from ratepayers in any one month regarding the condition of the roading surface.	<4 / month	<4 / month	<4 / month
	Sealed road lane kilometres exceeding a NAASRA roughness count rating of 150. Measured on a bi-annual basis.	<8%	<8%	<8%
The network's traffic marking and signage facilities are up to date, in good condition and 'fit for purpose'.	Number of service complaints per month regarding missing, damaged or inaccurate road signage.	<3 / month	<3 / month	<3 / month
The roading network is open and accessible to users.	The number of road closures per month due to weather events (defined as bank slippages or blockages or flood events) lasting more than 24 hours.	≤1 / month	≤1 / month	≤1 / month
	The number of complaints per month regarding damaged footpaths.	<3	<3	<3
	Time of response to reported defects and faults.	Within 24 hours	Within 24 hours	Within 24 hours

*\*The target has been slightly revised as sometimes severe weather events can happen causing excess damage and the resolution can be delayed. Resourcing to meet these rare events is considered financially impractical and hence the slight revision in target.*

*\*\* NAASRA is a generally acceptable measure of road roughness. A NAASRA count of less than 150 indicate an acceptable level of ride comfort.*

## Estimated Cost of Service Statement

LTP 2012/13 \$000's		LTP 2013/14 \$000's	EAP 2013/14 \$000's	VARIANCE TO LTP \$000's
	<b>Operating Income</b>			
(5,584)	Subsidised Roads	(5,653)	(5,611)	42
(60)	Non Subsidised Roads	(60)	(60)	0
<b>(5,644)</b>	<b>Total Income</b>	<b>(5,713)</b>	<b>(5,671)</b>	<b>42</b>
	<b>Direct Operating Expenditure</b>			
8,343	Subsidised Roads	8,673	8,759	86
278	Non Subsidised Roads	296	306	10
<b>8,621</b>	<b>Total Direct Expenditure</b>	<b>8,969</b>	<b>9,065</b>	<b>96</b>
<b>2,977</b>	<b>Net Operating Cost/ (Surplus)</b>	<b>3,256</b>	<b>3,394</b>	<b>138</b>
	<b>Capital Expenditure</b>			
4,642	Subsidised Roads	4,572	4,435	(137)
213	Non Subsidised Roads	320	265	(55)
<b>4,855</b>	<b>Total Capital Expenditure</b>	<b>4,892</b>	<b>4,700</b>	<b>(192)</b>
<b>7,832</b>	<b>Net Expenditure</b>	<b>8,148</b>	<b>8,094</b>	<b>(54)</b>
	<b>Funded By</b>			
(201)	Internal Loans Drawn	(437)	(379)	58
(2,134)	Reserves	(1,872)	(1,821)	51
(233)	UAGC	(247)	(249)	(2)
(5,046)	District Wide Rate	(5,357)	(5,399)	(42)
(23)	Target Rate - Rural	(25)	(27)	(2)
(195)	Target Rate - urban	(210)	(219)	(9)
<b>(7,832)</b>	<b>Total Funding</b>	<b>(8,148)</b>	<b>(8,094)</b>	<b>54</b>

## Variations from LTP 2012-22

Material variations for the 2013/14 financial year when compared to the LTP 2012-22 are:

### Operating Expenditure

- Due to the revaluation of Roads and Footpaths assets undertaken at 30 June 2012, depreciation is forecast to be more than was forecast in the LTP 2012-22. However this forecasted increase in cost is offset by decreases in maintenance expenditure, and reduced interest expense due to reduced loans needed for funding of operational and capital expenditure.

### Capital Expenditure

- It is proposed that capital expenditure for Subsidised Roads will decrease compared with proposed expenditure in the LTP 2012-22.
- It is further proposed that budgets for Non-Subsidised Road improvements and property purchases for the roading corridor (if required) be decreased. This decrease however is offset by an increase in Non-Subsidised road renewal works associated with the Plaza upgrade (part of the Railway Building restoration and revitalisation project).