

Your City Your say!

COMMUNITY PLAN 2009 → 2019

WELCOME TO HUTT CITY COUNCIL'S LONG TERM COUNCIL COMMUNITY PLAN 2009-2019 INCORPORATING THE 2009-2010 ANNUAL PLAN





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Cover Photo: Wellesley college boys jumping off Days Bay Wharf

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Living in the cycle city

The Morris family is certainly making the most of living in 'cycle city'. Wayne Morris tells envious friends overseas that "we just ride out the door and down the road to get to the river, where you can cycle safely for miles with the family and enjoy some of the best scenery around. Or you can take the bike up into the hills and get spectacular views of the city and the sea".



Introduction



MESSAGE FROM THE MAYOR AND CHIEF EXECUTIVE



David Ogden



Tony Stallinger

WELCOME TO THE 2009-2019 LONG TERM COUNCIL COMMUNITY PLAN, WHICH SETS OUT HUTT CITY COUNCIL'S BUDGET AND WORK PROGRAMME FOR THE NEXT TEN YEARS.

We have listened to residents and ratepayers who told us through the consultation on the draft plan that we need to balance the need for continued development with keeping rate increases to a minimum. Many households and businesses are struggling as we face the toughest economic conditions since the 1930s. We are responding by reducing this year's average rates increase to 2.9%.

The plan reflects our commitment to continually enhance our services and facilities including parks, libraries, and pools. A number of new projects are also included and we are continuing to invest in infrastructure including flood protection, water, waste and roads.

We would like to thank everyone who had their say on the draft plan, from members of the public to community boards and committees. We received around 900 submissions and the information they provided was essential in guiding the decision-making process. Our thanks also to councillors for their deliberations on the plan, and council staff for their hard work.

The key initiatives outlined in this plan will help us ensure that Hutt City continues to be a great place to live, work and play.

David Ogden
Mayor

Tony Stallinger
Chief Executive

AUDIT REPORT

REPORT TO THE READERS OF HUTT CITY COUNCIL'S LONG-TERM COUNCIL COMMUNITY PLAN FOR THE TEN YEARS COMMENCING 1 JULY 2009

The Auditor General is the auditor of the Hutt City Council (the City Council). The Auditor General has appointed me, John O'Connell, using the staff and resources of Audit New Zealand, to report on the Long-Term Council Community Plan (LTCCP), on his behalf.

The Auditor-General is required by section 94(1) of the Local Government Act 2002 (the Act) to report on:

- the extent to which the LTCCP complies with the requirements of the Act;
- the quality of information and assumptions underlying the forecast information provided in the LTCCP; and
- the extent to which the forecast information and performance measures will provide an appropriate framework for the meaningful assessment of the actual levels of service provision.

It is not our responsibility to express an opinion on the merits of any policy content within the LTCCP.

OPINION

Overall Opinion

In our opinion the LTCCP of the City Council incorporating Volume 1 dated 30 June 2009 provides a reasonable basis for long-term integrated decision-making by the City Council and for participation in decision-making by the public and subsequent accountability to the community about the activities of the City Council.

In forming our overall opinion, we considered the specific matters outlined in section 94(1) of the Act which we report on as follows.

Opinion on Specific Matters Required by the Act

In our view:

- the City Council has complied with the requirements of the Act in all material respects demonstrating good practice for a council of its size and scale within the context of its environment;

- the underlying information and assumptions used to prepare the LTCCP provide a reasonable and supportable basis for the preparation of the forecast information; and
- the extent to which the forecast information and performance measures within the LTCCP provide an appropriate framework for the meaningful assessment of the actual levels of service provision reflects good practice for a council of its size and scale within the context of its environment.

Actual results are likely to be different from the forecast information since anticipated events frequently do not occur as expected and the variation may be material. Accordingly, we express no opinion as to whether the forecasts will be achieved.

Our report was completed on 30 June 2009, and is the date at which our opinion is expressed.

The basis of the opinion is explained below. In addition, we outline the responsibilities of the City Council and the Auditor, and explain our independence.

BASIS OF OPINION

We carried out the audit in accordance with the International Standard on Assurance Engagements 3000: Assurance Engagements Other Than Audits or Reviews of Historical Financial Information and the Auditor-General's Auditing Standards, which incorporate the New Zealand Auditing Standards. We have examined the forecast financial information in accordance with the International Standard on Assurance Engagements 3400: The Examination of Prospective Financial Information.

We planned and performed our audit to obtain all the information and explanations we considered necessary to obtain reasonable assurance that the LTCCP does not contain material misstatements. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

Our audit procedures included assessing whether:

- the LTCCP provides the community with sufficient and balanced information about the strategic and other key issues, choices and implications it faces to provide an opportunity for participation by the public in decision-making processes;
- the City Council's financial strategy, supported by financial policies as included in the LTCCP, is financially prudent and has been clearly communicated to the community in the LTCCP;
- the presentation of the LTCCP complies with the legislative requirements of the Act;
- the decision-making and consultation processes underlying the development of the LTCCP are compliant with the decision-making and consultation requirements of the Act;
- the information in the LTCCP is based on materially complete and reliable asset or activity management information;
- the agreed levels of service are fairly reflected throughout the LTCCP;
- the key plans and policies adopted by the City Council have been consistently applied in the development of the forecast information;
- the assumptions set out within the LTCCP are based on best information currently available to the City Council and provide a reasonable and supportable basis for the preparation of the forecast information;
- the forecast information has been properly prepared on the basis of the underlying information and the assumptions adopted and the financial information complies with generally accepted accounting practice in New Zealand;
- the rationale for the activities is clearly presented;
- the levels of service and performance measures are reasonable estimates and reflect the key aspects of the City Council's service delivery and performance; and
- the relationship of the levels of service, performance measures and forecast financial information has been adequately explained within the LTCCP.

We do not guarantee complete accuracy of the information in the LTCCP. Our procedures included examining on a test basis, evidence supporting assumptions, amounts and other disclosures in the LTCCP and determining compliance with the requirements of the Act. We evaluated the overall adequacy of the presentation of information. We obtained all the information and explanations we required to support our opinion above.

RESPONSIBILITIES OF THE COUNCIL AND THE AUDITOR

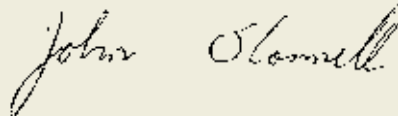
The City Council is responsible for preparing an LTCCP under the Act, by applying the City Council's assumptions and presenting the financial information in accordance with generally accepted accounting practice in New Zealand. The City Council's responsibilities arise from Section 93 of the Act.

We are responsible for expressing an independent opinion on the LTCCP and reporting that opinion to you. This responsibility arises from section 15 of the Public Audit Act 2001 and section 94(1) of the Act.

INDEPENDENCE

When reporting on the LTCCP we followed the independence requirements of the Auditor General, which incorporate the independence requirements of the Institute of Chartered Accountants of New Zealand.

Other than this report and in conducting the audit of the Statement of Proposal for adoption of the LTCCP and the annual audit, we have no relationship with or interests in the City Council.

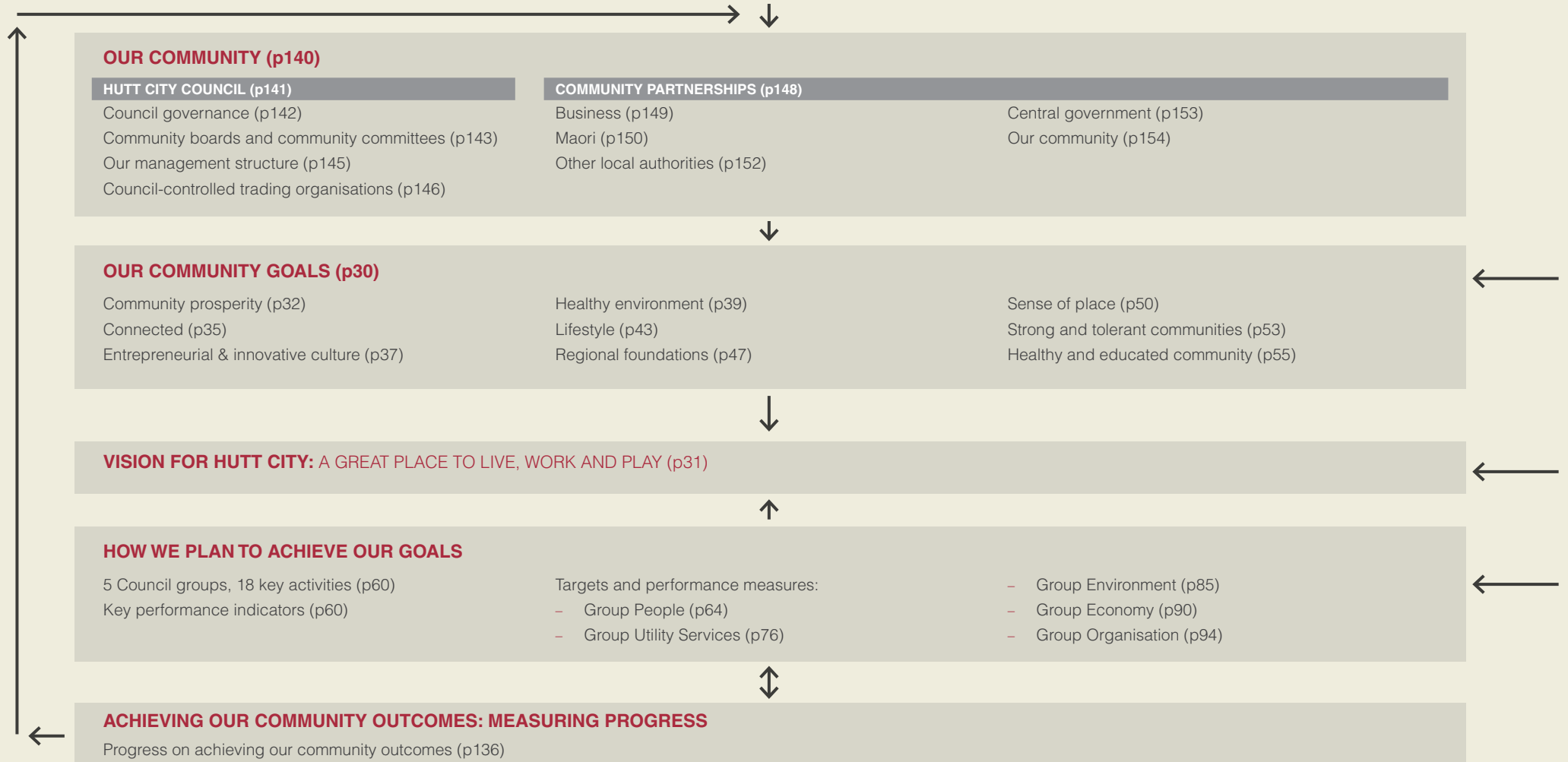


John O'Connell
Audit New Zealand

On behalf of the Auditor-General
WELLINGTON, New Zealand

HOW THE PIECES FIT TOGETHER

This diagram illustrates how the components of this 10-year plan work to achieve our vision – of making Hutt City a great place to live, work and play.





LEGISLATION AFFECTING LOCAL GOVERNMENT

As a local authority, we and our work are governed by a large number of pieces of legislation (p158)



THE FOUNDATIONS OF OUR WORK

Promoting community wellbeing taking a sustainable development approach (p18)

Working region-wide – Wellington Regional Strategy (p19)

Planning for Lower Hutt – City of Lower Hutt District Plan (p19)

Strengthening our financial position – HCC Financial Strategy (p20)

Managing our assets effectively – Asset Management Plans (p21 and 164)

Working together to manage our waste – Hutt Valley Waste Management Plan (p21 and 169)

Managing our public health services – Water and Sanitary Services Assessments (p22 and 171)

Protecting our environment – Environmental Sustainability Strategy (p22)

Enhancing business opportunities – Economic Development Strategy (p22)

Other strategies, policies and plans underpinning our activities (p23)



FINANCING OUR WORK

Prioritising our spending (p100)

Types of expenditure (p100)

Income for the whole of Council (p101)

Capital and operating projects and cost and source of funds:

- Group People (p102)
- Group Utility Services (p113)
- Group Environment (p123)
- Group Economy (p126)
- Group Organisation (p129)

Forecast Financial Statements (p187)

Funding Impact Statement (p213)

Rates for 2009/10 (p214)

Fees and charges (p218)



WELCOME TO HUTT CITY COUNCIL'S COMMUNITY PLAN 2009–2019

WELCOME TO THE FUTURE OF HUTT CITY!

This plan for our community looks ahead to the next 10 years. It reflects the views of the many Hutt City residents and ratepayers who've told us what outcomes they want for our city now and in the future.

WHY HAVE THIS PLAN?

This 'Long Term Council Community Plan' (often referred to as the 'Community Plan' or 'LTCCP') is an important document for our community. By looking ahead to the next 10 years, it helps us to steer our direction, formulate our strategies, plans and policies and take a long-term approach to all our activities.

We produced the last plan in July 2007, covering the 10 years to 2017. This plan covers the years 2009-2019, and through it we aim to:

- enable Hutt City people to influence the decisions that affect them
- put in writing what we want to see happen in our community, and how we're going to make it happen
- focus on the long term to ensure that the decisions we make now will benefit the community in the future
- ensure that we use Council and community resources effectively
- have a framework that ensures the Council is accountable to the community we serve.

While this is the main document we use to plan our activities for the future, we also prepare an 'Annual Plan' for each financial year containing our annual budget.

HUTT CITY OR HUTT VALLEY?

In this document:

- 'Hutt City' means the city of Lower Hutt
- 'Hutt Valley' means the cities of Lower Hutt and Upper Hutt.

WHAT IS 'COMMUNITY WELLBEING'?

In this document, 'community wellbeing' means the social, economic, environmental and cultural welfare of our community. The term recognises that the four components are closely interlinked.

WHAT IS 'SUSTAINABLE DEVELOPMENT'?

When we undertake 'sustainable development', we're striving to meet present needs without compromising the ability of future generations to meet their own needs. A holistic concept, 'sustainable development' links the guiding principles of the Local Government Act with those of the Resource Management Act.

THE IMPORTANCE OF AFFORDABILITY

As you're aware, this plan is being produced at a difficult time for New Zealand and for Hutt City. The global economic situation is affecting many of our residents and businesses, and may continue to do so for some time.

This makes it more important than ever that we manage our money sensibly. For this reason, the plan focuses on prudent financial management, providing high quality services and amenities, and maintaining our existing assets and infrastructure (a major component of our annual budget). However, we're also committed to allowing for some new development while making sure we allocate our spending so that we deliver the best possible services to our community.

Our budgets are driven by our current 'Financial Strategy', which was adopted in 2005 and aims to put us in a good position to fund the projects and programmes our community needs to achieve its aspirations in the next 20 to 30 years. The Strategy includes targets for the rates we collect and the costs of the services we provide, as well as details of how we plan to manage debt and other financial risks and access the funding we need. You can read more about it on page 20.

KEY MESSAGES FROM THIS PLAN

We are not proposing to make any changes to the level of Council services that are currently delivered in our community. Through continuing our sensible approach to financial management, and focusing on maintaining existing services and assets, we are confident that we can continue to develop the city to meet the aspirations of our citizens.

We remain committed to delivering low rates increases, with the increase in rates revenue for 2009/10 set at 3.4%, down from the 3.9% projected in the Draft Community Plan. This is an average rates increase of 2.9%.

We are also on track to reduce the city's debt from the current \$80 million to under \$30 million by 2015. This will keep rates down, save significant amounts of money per annum in interest, and give the Council the flexibility to borrow for major projects in the future.

Council does however remain committed to meeting the community's need for services and facilities, and the changes made to the Community Plan as a result of the consultation reflect this, including:

- an additional \$2.3 million to bring Council's contribution to the Walter Nash Stadium upgrade to \$4 million
- an extra \$100,000 for the Stokes Valley shopping centre upgrade in 2009/10
- \$800,000 for Wainuiomata Hill summit pedestrian/cycling bridge in 2011/12
- \$500,000 for Naenae subway improvements in 2011/12
- an additional \$200,000 a year for cycleways
- grants for Mitchell Park tennis courts (\$200,000) and replacement hockey turf at Fraser Park (\$100,000)
- \$2.15 million over 10 years for environmental initiatives
- \$150,000 to upgrade security cameras in the CBD, and to install new cameras in Wainuiomata from 2009/10 to 2011/12
- funding for a part-time CBD retail coordinator, and further funding to retain a retail coordinator for the Stokes Valley/Naenae/Taita shopping centres

- \$300,000 for the final stage of Hutt Park redevelopment brought forward from 2014/15 to 2009/10
- \$500,000 for a synthetic turf at Memorial Park brought forward from 2015/16 to 2011/12, and an extra \$10,000 budgeted for in 2009/10
- \$50,000 for sound and lighting improvements to Little Theatre in 2009/10
- \$500,000 boost to events budget over 10 years
- \$300,000 for additional street trees to be planted between 2009 and 2019
- an extra \$185,000 to upgrade the Tutukiwi orchid house in 2009/10.

Other key features include:

- \$1.25 million to upgrade McKenzie Pool in 2010/11
- \$1.1 million for a learn-to-swim pool at Huia Pool in 2012/13
- \$2.2 million for Korohiwa bus barn redevelopment in 2009/10
- \$24 million to earthquake strengthen the main Council building in 2016/17
- \$18 million for the Cross Valley Link in 2015/16.

Details of the major projects planned over the 10 year timeframe can be found from page 102.

COUNCIL PROJECTS

As well as the capital and operating projects listed from page 102, Council is involved in many other activities and initiatives. Activities occurring during the 2009/10 financial year include:

- maintaining our Building Act accreditation as a Building Control Authority
- determining Council's future role in providing broadband in the Wellington Region – see more information below about this
- continuing the Council's Land Review Project involving land managed as reserve, to formally classify the reserve status of land with high reserve value and to identify land for possible disposal
- continuing with Council's asset sales programme for other land that is assessed as surplus to Council's requirements.

WELLINGTON REGION BROADBAND

As part of the identified work streams in the Wellington Regional Strategy, councils in the region have over the past year been investigating their potential role in future broadband investment.

The Government has announced that it intends making a significant investment in this area with an ambitious plan for ultra-fast broadband with an emphasis on fibre-optic cabling to the home, the details of which are still to be announced.

Council's future role could include some or all of the following:

- as managers of the road corridor, where any new broadband infrastructure is likely to be installed
- streamlining the rules and processes around rollout telecommunications infrastructure
- promoting the use of broadband in the community
- leveraging the existing buying power of councils as users of telecommunications services
- sponsorship of or investment in urban fibre networks designed to deliver on community objectives (Council currently has a minority shareholding investment in Smartlinx3 Ltd, a company established to rollout a fibre network in the cities of Lower Hutt, Upper Hutt and Porirua)
- allowing access to community assets on the basis this is used to provide open access networks
- advocating to government for investment in this area, including linkages from our region to the rest of New Zealand and the world.

TRANSPORT PROJECTS

Between 23 March and 24 April 2009, Greater Wellington Regional Council undertook consultation on the Regional Land Transport Programme for the Wellington region. This establishes the regional priority for many of our transport activities including state highway activities, local road improvements, walking and cycling and community road safety activities.

There are two major local proposals that are likely to proceed to the detailed design stage over the next three years through the Regional Land Transport Programme. These are:

1. the State Highway 2 Melling Interchange and Melling Bridge Package, which addresses safety and capacity issues at Melling and improves access to the Hutt City centre, and
2. the State Highway 2/State Highway 58 grade separation project which addresses safety and capacity issues at the Haywards intersection.

Other major projects proposed during the next 10 years are the State Highway 2 Kennedy Good Interchange and the Grenada-Gracefield link.

Hutt City Council has allocated funding for works associated with the State Highway 2 Melling Interchange and Melling Bridge Package in 2015/16, and for the second stage of the Grenada-Gracefield link as an \$18 million roading network improvement in 2015/16. The latter figure is the anticipated net cost to Council for the Cross Valley Link.

The remaining major projects proposed over the 10 year period are expected to be fully funded by the NZ Transport Agency.

More information is available on Greater Wellington's website: www.gw.govt.nz

DRAFT COMMUNITY PLAN 2009-2019 QUESTIONNAIRE RESULTS

A total of 938 submissions were received on the 2009-2019 Draft Community Plan, with most of these submitted on the questionnaire form. The results of the questionnaire are available on the Council's website: www.huttcity.govt.nz (Your Council/Meeting Calendar/ Meetings can be viewed by Committee/Community Plan Committee Meetings/Community Plan Committee Meeting 3 June 2009/Draft LTCCP Consultation Results Appendix 2).



Creating a masterpiece

TheNewDowse delivers a diverse range of exhibitions and events that engage visitors and deliver experiences that are inspiring, accessible, adventurous and entrepreneurial. It's all about enabling people to connect with and experience creativity - from art and design to hip hop, fashion and science - and it can be a very 'hands on' business that sometimes involves creating your own masterpiece!

PHOTO CREDIT - Joanne Honey Thomas



The Foundations Of Our Work



AS A LEADER IN OUR COMMUNITY, HUTT CITY COUNCIL IS COMMITTED TO HELPING THOSE WHO LIVE AND WORK HERE TO LEAD HEALTHY, PROSPEROUS AND CULTURALLY ENRICHED LIVES – AND TO CREATING A CITY TO WHICH PEOPLE ARE PROUD TO BELONG.

PROMOTING COMMUNITY WELLBEING – KEY TO OUR FUTURE

We know that community wellbeing (that is, social, economic, environmental and cultural wellbeing) is vital to our future as a strong, flourishing city. It's a principle that underlies all our work, and which you'll see threaded through every project we undertake.

Social wellbeing

As well as a 'Community Charter', we've developed a number of strategies aimed at promoting social wellbeing in our local community. You can read more about them from page 23.

Economic wellbeing

Our 'Economic Development Strategy' is the basis for encouraging a strong, enterprising and diverse business and economic base for our city. You can read more about it on page 22.

Environmental wellbeing

We appreciate that many of our activities affect the environmental wellbeing of the city, its residents and its businesses.

We take our responsibilities seriously, and are committed to managing effectively the effects of our work on the land and associated natural and physical resources.

Much of this work is covered in our 'District Plan' (see page 19), while our 'Environmental Sustainability Strategy' (see page 22) provides a framework for our environmental sustainability initiatives, which aim to reduce the city's impact on the environment.

Cultural wellbeing

We contribute to our community's cultural wellbeing in many ways. For example, we:

- provide and support recreational activities and facilities such as libraries, museums, swimming pools, parks, reserves, sports grounds, community houses and halls, walkways and cycleways
- support arts, creative, cultural and heritage initiatives through our Community Support and Local Urban Environment activities and our Arts and Culture Policy
- recognise history and heritage through our environmental management and economic development activities

- promote tourism, events and festivals
- support people's freedom to retain, interpret and express their arts, history, heritage and traditions, which all contribute to Hutt City's cultural depth and richness.

TAKING A SUSTAINABLE DEVELOPMENT APPROACH

A major purpose of local government is to promote community wellbeing, taking a sustainable development approach. This is reflected throughout all of Council's core business activities. In addition, the concept of sustainability is at the heart of many of our strategies, policies and plans. We're committed to ensuring that the activities we undertake meet the needs of our community today without compromising on future generations' ability to meet their own needs.

STRATEGIES, POLICIES AND PLANS UNDERPINNING OUR ACTIVITIES

This focus on community wellbeing and sustainable development isn't confined to Hutt City; it extends to local authorities in the greater Wellington region and throughout New Zealand. It's expressed in a number of strategies, policies and plans – here's a brief outline of the ones that are likely to have the most effect on this Community Plan 2009-2019.

WORKING REGION-WIDE

Hutt City Council is one of nine local authorities in the Wellington region that helped to develop the 'Wellington Regional Strategy' (WRS) in 2007.

Produced in tandem with central government and business, education, research and voluntary sector interests, the WRS focuses on achieving sustainable economic growth in the region in three important areas:

1. Investment in leadership and partnerships – ensuring we have the right governance and relationships in place to achieve the WRS goals.
2. Investment in growing our economy, especially our exports, to help the region prosper and support our quality of life. 'Grow Wellington', an economic development agency established in 2007, is responsible for implementing the economic initiatives.
3. Investment in good regional form, including the physical arrangement of our urban and rural communities and how they link together, e.g. transport, roading, urban design, housing choice and density and open spaces.

The WRS Committee, which oversees the strategy's implementation, is chaired by Sir John Anderson and includes the Chair of Greater Wellington Regional Council and the Mayors of Hutt City Council, Kapiti Coast District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council and Wellington City Council. Five independent appointees represent private sector and business interests.

PLANNING FOR LOWER HUTT

Approved in 2003 and amended and updated since then, the 'City of Lower Hutt District Plan' is one of our most important documents. Through it, we aim to promote the sustainable management of natural and physical resources by:

- managing the use, development and protection of these resources carefully – and at a rate that enables people in our community to provide for their social, economic and cultural wellbeing and for their health and safety,

while:

- ensuring these resources have the potential to meet the reasonably foreseeable needs of future generations
- protecting the life-supporting capacity of air, water, soil and ecosystems
- avoiding, remedying or mitigating any adverse effects of activities on the environment.

The District Plan is particularly relevant to people who are planning to buy a property, thinking of making alterations to their property, considering a change in land use or considering subdividing their land. It:

- provides objectives, policies and methods for managing the effects of land use, development and protection
- sets out the way development can happen in the city – for example, how tall buildings can be and how close to boundaries they can be built, and what kinds of activity are allowed in different areas (e.g. residential or commercial)

- covers both new developments and changes to existing buildings or uses.

Currently, we have two important proposed changes to the District Plan underway:

- Proposed Plan Change 12 proposes extending the 'Higher Density Residential Area' to include areas within walking distance of the main suburban shopping centres and the central business district. It also deals with some more minor amendments to the bulk and location rules. In addition it proposes a financial limit on the reserves contribution required when a subdivision is undertaken. Submissions and further submissions will be heard by Council in August/September 2009.
- the provisions in the District Plan relating to the Central Commercial Activity Area have been reviewed and a Proposed Plan Change will be prepared for Council's consideration and formal public consultation by July 2009.

In addition we will be reviewing planning provisions for Petone (consultation beginning in June 2009), temporary and filming activities across the city and we'll start a review of the Seaview/Gracefield area provisions.

The District Plan is available online at www.huttcity.govt.nz and for viewing at our main Council building and in all city libraries.

STRENGTHENING OUR FINANCIAL POSITION

Our 'Financial Strategy' aims to strengthen the Council's financial position, putting us in a good position for the anticipated projects and programmes required in the next 20 to 30 years. It's used as a framework for budget management when developing this 10-year plan and our Annual Plan and covers our rate charges, the costs of delivering our services, our financial position, our funding supply and our financial risks.

OBJECTIVES	MEASURES	TARGETS
Rate charges	Council rate charges are controlled prudently and are competitive when compared with those of peer local authorities	Rates per capita Annual increase below inflation + 0.5% Below our peers' average by 2010 (achieved in 2008)
Cost to deliver services	We deliver services at a cost below our peer councils' average We allocate our service costs equitably (within the limits of the available charging mechanisms)	Total service cost per capita Support costs per capita Actual revenue vs indicative cost allocations in the Revenue & Financing Policy (see page 236): → Private vs public funding (user charges vs rates) → Public funding by sector Below our peers' average Below our peers' average Individual activities generally within 5% of the policy Within 1% of the policy by 2010
Financial position	Our financial position is better than our peers' average	Net debt level Net debt per capita Net debt/equity ratio Operating result Below our annual target Below \$60 million by 2011 Below \$30 million by 2015 Within our Treasury Policy limits at all times Below our peers' average Below our peers' average Produce a surplus each year
Funding supply	We have secure and cost-effective funding sources available to meet our financial needs	Liquidity requirements of the Liability Management Policy (see page 281) Overall cost of funds 100% compliance with the policy requirements Below an independent benchmark
Financial risk	The risk of our incurring a material financial loss is very low	Uninsured risks in relation to the Risk Management Policy Investment and Liability Management Policies' limits (see pages 285 and 281) All identified, considered and approved by our Strategic Leadership Team 100% compliance with the policies' requirements

MANAGING OUR ASSETS EFFECTIVELY

As at 1 July 2008, Hutt City’s assets were worth \$1,082,464,000. These include:

- 5305 hectares of parks and reserves
- six swimming pools
- eight libraries
- 475 kilometres of roads
- 728 kilometres of footpaths
- 13,747 street lights
- 672 kilometres of wastewater pipes
- 528 kilometres of stormwater pipes
- 690 kilometres of water pipes.

Our asset management plans are key tools in ensuring we manage and deliver asset-based services:

- to the standards our customers expect
- at the most competitive cost to our customers
- in a way that’s sustainable in the long term
- in compliance with legal requirements.

Each plan has four key sections:

1. The services to be delivered and the customer service, legislative, technical and environmental standards the Council aims to achieve.
2. The assets the Council will use to deliver the services. This section covers the assets’ condition and capabilities as well as a forecast of the future demand for the services.

3. The asset management life cycle, with strategies that aim to maintain the capabilities of existing assets and to close any gaps between current capabilities and the target service standards.
4. Quality assurance processes, to ensure our asset management planning compares favourably with best practice elsewhere in New Zealand.

You can read more about our asset management planning processes on page 164.

WORKING TOGETHER TO MANAGE OUR WASTE

The Hutt Valley ‘Waste Management Plan’ (WMP) was developed by Hutt City Council and Upper Hutt City Council as a joint programme in 2004. It was prepared using the New Zealand Waste Strategy’s (NZWS’s) policy framework – ‘Towards zero waste and a sustainable New Zealand’ – and is consistent with New Zealand’s international obligations under the Kyoto Protocol, national policies, regional policies, and existing Council waste management policies.

The WMP aims to:

- promote and encourage cost-effective, efficient and sustainable waste management practices in the Hutt Valley
- minimise the quantity of waste being generated and disposed of within the Hutt Valley by providing strategies and tactics to encourage waste reduction, reuse, recycling and recovery before disposing of the residue.

In three sections it:

- outlines each Council’s current systems for managing solid and liquid waste in the Hutt Valley
- details the proposed Hutt Valley waste targets (which are the same as the NZWS targets) and reports on progress to date in meeting each target
- explores issues and opportunities to reduce waste further in the Hutt Valley.

So far, we’ve made good progress in implementing the plan. This work is set to continue but, owing to a lack of available solutions, we may not be able to meet the NZWS targets for organic wastes and construction and demolition wastes within the set timeframes. Both councils are aware of the issues involved and are keen to investigate options that are economically, socially and environmentally feasible.

Hutt City and Upper Hutt City Councils are now reviewing the WMP; the revised document will be made available at www.huttcity.govt.nz when this work is complete. In the meantime, you can read more about it on page 169.

MANAGING OUR PUBLIC HEALTH SERVICES

To protect the health of everyone in Lower Hutt, we regularly assess our water and sanitary services to ensure we can provide them to an acceptable standard, and sustainably, into the future.

Much of the information related to these assessments is already contained in asset management plans and other documents and systems. You can also read more about our public health services (such as water supply, wastewater, stormwater, solid waste, cemeteries and crematoria) from page 171.

PROTECTING OUR ENVIRONMENT

While sustainability is a key consideration in all of Council's activities, we received a clear message from our community that environmental sustainability should be a top priority. In response to this we adopted our first 'Environmental Sustainability Strategy' in November 2008.

The strategy will guide our efforts to improve the sustainability and quality of our city's environment in the next five years. It builds on work we're already doing, such as beautification (which also promotes biodiversity) and wastewater treatment (which also protects public health and the water we use), and concentrates mainly on our impacts on the natural physical environment and the use of natural resources.

You can read more about the strategy at www.huttcity.govt.nz, including its detailed objectives and action plans, along with medium- and longer-term targets for initiatives we have planned. In summary, its main focus areas and the overall goal for each one are:

FOCUS AREA	OUR GOAL
Waste	Move towards zero waste
Transport	Transport choices that reduce fuel use and offer better health and safety
Energy	Energy that does not compromise tomorrow
Water	Ensuring water for the future
Urban Form	A city that sustains us and the environment
Biodiversity	Flourishing environments, thriving with local native plants and animals
Council	An environmental sustainability leader within the community

The approach taken in the strategy is to stage the implementation of the initiatives in order to ease the costs. There are a range of options available to Council, in addition to rates, to help fund the strategy's implementation. Overall, it is expected that between 45% and 55% of the additional costs will be able to be funded from savings from Council energy efficiency initiatives and funding from central government.

A number of key partners have been identified as critical to the effective implementation of the strategy. A larger number of stakeholders are involved in some way with environmental sustainability, and all have the potential to both contribute and benefit from the successful implementation of the strategy.

ENHANCING BUSINESS OPPORTUNITIES

As one of many players passionate about Hutt City's economic development, we're committed to encouraging a strong, enterprising and diverse business community. Our work in this area is supported by our 'Economic Development Strategy', which was first implemented in 2002 then updated in 2008 to cover the period 2009-2014.

We've already made some good progress in attracting industries and businesses to locate and stay in the city. For example, in the year to March 2008:

- ➔ job numbers increased by 2% to 45,870 jobs for the year
- ➔ 180 new businesses were created
- ➔ our gross domestic product (GDP) rose by 0.4%.



Our vision for 2009-2014 is to see more jobs in a more productive Hutt City. Together with our local business community, we've identified the results we're looking for, and our strategies for getting there:

WE WANT TO SEE...	THROUGH...
More business activity happening in Hutt City	Current businesses staying and growing More business co-operation and opportunities to use their success as a platform for encouraging others A focus on growing and developing export-oriented businesses
Hutt City recognised as a business location and vibrant city	Communication and marketing Building the profiles of our area and business sectors and through strategic planning Becoming a contributor to/leader of our region
Continued investment in current and new business activities	Investment planning Infrastructure development
A strongly entrepreneurial, skilled and available workforce	Skill development A strong entrepreneurial and management focus
A more environmentally sustainable Hutt City business community and economy	Environmental sustainability Social responsibility

Visit www.huttcity.govt.nz for more information about the Economic Development Strategy, including its detailed objectives.

OTHER STRATEGIES, POLICIES AND PLANS

A number of other strategies, policies and plans will guide us in achieving our goals and promoting our community's social, economic, environmental and cultural wellbeing through a sustainable development approach. The main documents are outlined below.

Promoting social wellbeing

AGEING TOGETHER STRATEGY

Our work in developing an 'Ageing Together Strategy' reflects our desire to understand the issues that affect older people in Hutt City, and to work with the community in creating or supporting projects or actions to address the relevant issues.

The Strategy's development is being led by an 'Ageing Together Working Group' of 12-15 key agency representatives and individuals with knowledge and experience of older people. The group will hold public meetings four times a year, which will be open to anyone interested in contributing to the strategy, and feature guest speakers and presentations. If you'd like to be invited or involved, please contact Victor Pikari at victor.pikari@huttcity.govt.nz or on 570 6923.

CONSULTATION POLICY

This policy describes our principles of, and general approach to, consultation with our community. We also have specific guidelines to ensure that consultation is always methodical and consistent and complies with our legislative requirements.

GAMBLING VENUE AND BOARD VENUE POLICY

Adopted in 2007 and due to be reviewed in early 2010, this policy aims to:

- control the growth of high-risk (Class 4) gaming machines in Hutt City
- establish measures to reduce the harm caused by problem gambling
- encourage responsible gambling practices and attitudes in Class 4 gambling venues
- help the community to access information about the funds produced and distributed from Class 4 gambling in the city.

HOUSING POLICY

Our 2008 Housing Policy aims to help ensure that the housing needs of people in Hutt City are met and to improve the affordability of housing in Hutt City, particularly for the elderly and socially disadvantaged.

SAFER CITY STRATEGY

'Safe Communities' is an initiative of the World Health Organisation (WHO) that acknowledges the importance of community participation in injury prevention and safety promotion initiatives. It's been adopted worldwide; since 1989, more than 140 communities with populations ranging from 2,000 to two million have been formally designated WHO Safe Communities.

Our Annual Plan 2008-2009 included a commitment to develop a 'Safer City Strategy'. A steering group comprising representatives from Hutt City Council, New Zealand Police, the Accident Compensation Corporation, Hutt Valley District Health Board and Regional Public Health is driving the development of our Safe Community model, aiming to achieve WHO accreditation in 2010.

SALE OF LIQUOR POLICY

The 2008 Sale of Liquor Policy is designed to maintain a reasonable system of control over the sale and supply of liquor to the public, with the aim of contributing to the reduction of alcohol-related harm.

SETTLEMENT SUPPORT STRATEGIC PLAN

This 2007 plan aims to help migrants, refugees and their families to access appropriate information and services in the Hutt Valley. Settlement Support Hutt Valley has a well established Settlement Support Steering Group comprising representatives of the government agencies and community groups and services that work with refugees and migrants.

YOUTH POLICY

Adopted in 2005, the Youth Policy promotes a working relationship between young people in the city and Council, and clarifies our role in working with young people. The policy is currently being reviewed.

Promoting economic wellbeing

CORPORATE ASSET MANAGEMENT POLICY

The Corporate Asset Management Policy guides how we use, develop and review our 'asset management plans' to ensure our services continue to meet our community's expectations of time, quality and value for money. The plans show how we plan to use, maintain and invest in assets such as parks and reserves, libraries, roads, streetlights and drainage systems.

You can read the policy from page 294.

DEVELOPMENT AND FINANCIAL CONTRIBUTIONS POLICY

The Development and Financial Contributions Policy guides how we fund any new infrastructure (such as roads and drainage) that's required to cope with growth in our area, such as new land subdivisions and building developments. We use it to assess the financial contributions required from property developers whose projects increase demand for our services.

You can read the policy from page 257.

FUNDING IMPACT STATEMENT

The Funding Impact Statement outlines all the funding mechanisms we intend using and the amount of money each mechanism will produce. See page 213 for a copy.

INVESTMENT POLICY

This policy explains our approach to managing investments. See page 285 for a full copy.

LIABILITY MANAGEMENT POLICY

This policy explains our approach to managing our liabilities and controlling the associated risks. You can read the policy from page 281.

POLICY ON PARTNERSHIPS WITH THE PRIVATE SECTOR

This policy outlines the circumstances under which we'll enter partnerships with private businesses, the relevant conditions and the consultation required. See page 255 for a full copy.

POLICY FOR REMISSION AND POSTPONEMENT OF RATES ON MAORI FREEHOLD LAND

This policy details how we remit and postpone rates on Maori freehold land (of which we have very little in Hutt City). See page 286 for a full copy of the policy.

RATES POSTPONEMENT POLICY

This policy covers how we treat applications for postponement of rates. See page 287 for a full copy.

RATES REMISSION POLICY

This policy covers situations in which it may be appropriate to reduce, postpone or cancel rate payments for people or organisations. For example, it may be needed:

- to help a new business enterprise or community or sporting organisation
- to help ease the burden of penalties on unpaid rates
- for land protected for natural, historic or cultural conservation purposes
- for land affected by a natural disaster.

See page 288 for a full copy of the policy.

REVENUE AND FINANCING POLICY

The Revenue and Financing Policy is key to working out how we use our income from public and private funding sources (such as rates, fees, interest on investments, borrowing, grants and subsidies) to pay for our spending.

You can read the policy from page 236.

SIGNIFICANCE POLICY

We use the Significance Policy to establish the 'significance' of proposals that others make and the decisions that we make, and whether, for example, we need to consult the community before making decisions.

You can read the policy from page 252.

SUBURBAN SHOPPING CENTRES FUND POLICY

Developed in 2005, this policy outlines how we administer the 'Suburban Shopping Centres Fund'. It clarifies the roles of suburban shopping centres and helps us to establish the scope of any upgrade projects. It also identifies centres that qualify for funding and includes a model for ranking qualifying centres for future funding.

VISITOR STRATEGY

Adopted in 2003, this strategy focuses on our role and function in making Hutt City a great place for visitors. However, its success does depend on other organisations' willingness to contribute and collaborate.

Promoting environmental wellbeing

VISION CBD 2030

Vision CBD 2030 is a project that aims to produce a community-wide vision for the CBD, prioritising what the community considers important for its future.

CBD MAKING PLACES

CBD Making Places is a follow-up project to Vision CBD 2030. By mid to late 2009 it will produce a practical framework for ways to realise our community's vision for the CBD. This project has now superseded what was known as the CBD Masterplan.

EARTHQUAKE PRONE, DANGEROUS AND INSANITARY BUILDINGS POLICY

Adopted in 2006, this policy describes how we treat and manage dangerous, earthquake-prone and insanitary buildings. It specifies our priorities and how the policy applies to heritage buildings.

STORMWATER STRATEGY

Development of a Stormwater Strategy for Hutt City is underway, with a draft due for completion in June, to be finalised by September 2009.

A high-level document, the strategy will identify the city's main stormwater issues, assess and prioritise them and show how we plan to address them where necessary through the Stormwater Asset Management Plan and other programmes described in this Community Plan.

Promoting cultural wellbeing

ACTIVE RECREATION AND SPORT STRATEGY 2007-2012

This strategy focuses on how we'll help Hutt City residents to meet their active recreation and sport needs between 2007 and 2012. It takes into account that, while we're not the only provider of recreation and sport opportunities for the city, our historic role as a key provider of open space and facilities means we have a significant influence.

ARTS AND CULTURE POLICY

We're proud to take a lead role in supporting arts and culture, industry and business in Hutt City through providing TheNewDowse, the Petone Settlers Museum, libraries and other venues and programmes.

This policy guides us in our work to:

- ➔ strengthen and promote our community's identity by supporting the city's artistic and cultural life
- ➔ work in partnership with external agencies to expand economic development.

COMMUNITY HALLS POLICY

This 2007 policy requires that, whenever we review the role and purpose of a community hall, we establish:

- ➔ the extent to which it meets modern-day needs
- ➔ whether it has management systems that are appropriate to meet the community's needs
- ➔ that its day-to-day running will work to provide the facilities the community requires.

CYCLING STRATEGY

Adopted in 2006, this strategy guides our involvement in providing for cycling in the city – managing our current resources and planning for the future.

ENCROACHMENT AND DISPOSAL POLICY ON RESERVES

This policy covers all land we own or manage as reserves, including the procedures required when people or organisations propose to use reserve land privately through easement, right of way, lease, sale or any other legal mechanism.

EVENTS STRATEGY 2007- 2012

This strategy guides our approach to supporting events that offer cultural, social and economic benefits to the city. We actively support and encourage events within the city, recognising that they can contribute to promoting our diversity, strengths and opportunities.

HERITAGE POLICY

The Heritage Policy 2008 promotes all forms of heritage with an emphasis on built heritage, and includes incentives (such as advice and funding) to identify, document and protect heritage buildings, places, bridges, wharves and other structures.

POLICY ON PRIVATE USE OF HUTT CITY COUNCIL LAND

This policy aims to:

- describe our position on the private use of land we own and manage
- outline the situations when we will consider such private use
- outline the steps required when an organisation or an individual wants to use Council land for their own use on a long-term basis.

RESERVE LANDS ACQUISITION AND DISPOSAL POLICY

This policy covers how we address the acquisition and disposal of reserve land. It's linked to the 10-year Reserves Strategic Directions document (see below) and is due to be reviewed by 2012.

RESERVES POLICY

Adopted in 2004, this policy reflects the Reserves Act 1977 and reserve management plans, and is a guide for people and organisations applying for concessions. It covers the commercial use of reserve land under our authority and establishes the process for granting concessions.

RESERVES STRATEGIC DIRECTIONS

This document is a 10-year plan for our reserves and is due to be reviewed by 2012.

SPORTSGROUND POLICY

Adopted in 1993, this policy addresses the use of Hutt City's sportsgrounds. It will be updated as part of the Sportsground Review taking place during 2009.

SWIMMING POOL STRATEGY

This 2005 strategy details our involvement in swimming-related recreation, and links our recreation aims with day-to-day swimming pool operations.

WALKING STRATEGY

The Walking Strategy 2006 guides our involvement in providing walking facilities in the city. It recognises the significant benefits of increased participation in walking.



Making over High St

The upgrade of High Street has delivered a more pedestrian friendly environment, with wider footpaths and new street furniture that allows shoppers to take a breather.

The new features were put to the test during the official opening on a sunny November day.



Our Community Goals



OUR COMMUNITY GOALS

LOOKING AHEAD: OUR GOALS AND PRIORITIES

Every six years, we consult widely with residents and special interest groups in our community on the goals we'd like to achieve for the city's wellbeing – in both the medium and the long term. It's an important and invaluable exercise, as it helps us to plan and make decisions on what we'll do, on our own and with other organisations.

Our first consultation exercise took place before we produced our first 10-year plan in 2003. After that, we began working with the eight other local authorities that make up the greater Wellington region, and with other regional organisations, on a 50-year growth strategy for the region.

The resulting 'Wellington Regional Strategy' identified nine 'Wellington regional outcomes' – and in 2005 we decided to align our own goals with those outcomes, in a united effort for the good of the region as a whole.

After extensive research and consultation with residents, businesses and other organisations, we came up with an updated set of goals (or 'community outcomes') for Hutt City, which were adopted in 2006 and will be reviewed no later than 2012.

The next few pages describe:

- our vision of making Hutt City a great place to live, work and play
 - the Wellington regional outcomes to which our work is aligned
 - our own community outcomes to achieve our vision, and which complement the Wellington regional outcomes
 - the community partners that are involved in achieving the outcomes (you can read more about them in 'Our community' from page 140)
 - the strategies, policies and plans that apply to achieving the outcomes (these have been covered in detail in 'The foundations of our work' from page 18)
- details of our own contribution to achieving the outcomes (our many and varied roles include advocate, funder, service provider, regulator, facilitator and monitor)
 - the key Hutt City Council activities involved in achieving the outcomes (you can read more about these from page 60)
 - measures we will use to assess our performance
 - the indicators that will show whether we are working towards achieving the community outcomes (a number of other indicators could also be chosen for use in our integrated monitoring programme).

OUR VISION

We have some exciting plans – and they're all about making Hutt City a great place to live, work and play.

That's our vision for the future. It's the backbone to everything we do, including all the activities in this 10-year plan.

We've already begun work to achieve this goal, through creating 'visions' for Petone and the Lower Hutt CBD. These visions are what the communities there see as essential for their future. And it's just the beginning: Seaview/Gracefield's vision will be finalised this year, and we'll soon be extending the exercise to the rest of the city.

A VISION FOR THE FUTURE

The Petone community's vision is:

- growth that is economically and environmentally sustainable
- distinguishing Petone as a unique heritage place – re-establishing and celebrating Iwi
- developing an attractive and vibrant village culture at Petone's heart
- retaining a strong sense of community and recognition of Petone as a real place for our people

The Lower Hutt CBD community's vision is:

- offering an exceptional quality of life
- creative, vibrant and cultural heart
- sustainable every day and in every way
- compact with choices
- balanced approach to prosperity and growth for total wellbeing
- quality accessible environment

Council is developing appropriate provisions in the District Plan directly related to the issues raised through these visioning exercises.

In addition, to achieve the vision identified in Vision CBD 2030, Council is working on a high level design and implementation project called CBD Making Places. CBD Making Places looks at the central business district to see what is working, what could be done better, and what things we could be doing with reference to our vision. For example Vision CBD 2030 identified the Hutt River as a priority issue to consider in the future of the CBD. Therefore CBD Making Places will suggest projects that connect the CBD with the river to benefit public accessibility, leisure, business, sustainability, environment, cultural aspirations, and identity for Lower Hutt. Besides the river, Vision CBD 2030 has identified a number of other priorities which Council will be working on with the community to design and promote projects that can be built over time in and around the CBD, either by Council, in partnerships, or by private developers. CBD Making Places is about building a better CBD that over time matches with our long term vision.

COMMUNITY OUTCOMES TO ACHIEVE OUR VISION

Wellington regional outcome 1

Community prosperity – To enjoy and prosper from a strong and growing economy that continues to attract and retain a highly skilled, productive population base and business sector.

HUTT CITY OUTCOMES

A local economy that is attractive to both businesses and residents.

Retention of business achievers and people critical for business.

Attraction and nurturing of high quality businesses.

Local businesses being supported and promoted.

A skilled workforce that meets local businesses' needs.

OUR COMMUNITY PARTNERS	Grow Wellington, WelTec, Business Hutt Valley, New Zealand Trade and Enterprise, Work and Income, CBD+, Jackson Street Programme, Hutt Valley District Health Board See page 140 for information about how we work with our community partners	
APPLICABLE STRATEGIES, POLICIES & PLANS	Economic Development Strategy, Visitor Strategy, Events Strategy, Vision CBD 2030, CBD Making Places, Suburban Shopping Centres Fund Policy, Wingate Development Plan, Petone Vision Statement, Rates Remission Policy, District Plan	
OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
We manage the city's roading network and maintain and improve footpaths, road pavements/reconstructions, traffic signals, signs, street lighting, parking services, bridges and road safety activities, all of which contribute to the local economy's development.	Roading and Traffic	Resident satisfaction with identified services, the condition of the road surfaces, the roughness of the roads, accident trends
	Economic Development	Business satisfaction with economic development programmes, resident satisfaction with visitor information services and special events, the city's economic performance



OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
<p>By supporting the business sector, pursuing opportunities that benefit the city and promoting the city, we build recognition of Hutt City as a business location and vibrant place to live and work, benefiting businesses and residents alike.</p> <p>We aim to develop an urban environment that will enhance the city's image, attracting people, business and investment.</p> <p>Our recreational programmes and events help to reinforce the image of an attractive and vibrant city for people and businesses considering moving here.</p> <p>Basing our vision and strategy documents on community engagement helps to ensure our developments meet our community's needs in the long term.</p>	Local Urban Environment	Resident and business pride in the way the city looks and feels, resident satisfaction
	Aquatics and Recreation	User satisfaction with recreation programmes and events, use of recreation programmes and events
	Water Supply	Resident satisfaction, compliance with NZ Drinking Water Standards, quality of water, reliability of water supply, response to water supply disruptions
	Wastewater	Resident satisfaction, absence of resource consent-related infringement notices, reliability of wastewater service, response to wastewater disruptions
	Stormwater	Resident satisfaction, reliability of stormwater service, water quality at main recreational beaches, response to stormwater disruptions
	Elected Members	Resident satisfaction
	Advice and Support	Satisfaction with advice and responses to requests for help
<p>GENERAL INDICATORS</p>	<p>We aim to measure the quantity and quality of economic changes each year and compare the skills of our workforce with our economic capability to provide them with work.</p> <p>This Community Plan is the co-ordinating document for a number of strategies, of which many have economic or community-economic goals that require significant Council resources. It's important that we use these resources wisely and effectively, so we'll be monitoring the effectiveness of our methods and the reactions they cause.</p> <p>In order to understand the state of the economy, we measure different aspects of it, its relative expansion or contraction compared with those of our regional partners, and its performance.</p>	

SPECIFIC INDICATORS INCLUDE:

- the ratio of registered employed to the total working-age population in Hutt City
- the number of businesses in Hutt City
- the number of Full Time Equivalent workers (FTEs)
- the number of businesses and FTEs in high-value sectors
- the number of unemployed
- any difficulties filling skilled vacancies
- increases in retail spend in Hutt City
- Gross Domestic Product (GDP) and GDP per capita
- exports as a proportion of GDP
- Hutt City GDP as a proportion of the region's
- recognition by businesses of Hutt City as a place to do business
- awareness of Hutt City as a tourism destination
- the economic benefits of events to Hutt City
- businesses involved in Council consultations
- the growth in value of commercial building consents
- the percentage of the population with higher qualifications
- household income
- per capita income
- the AC Neilson national perceptions survey
- the area profile building improvement index
- investments in strategic transport assets.

Wellington regional outcome 2

Connected – The region will be connected locally and globally by offering world-class accessibility and linkages. That includes high-capacity communication networks, top-quality air and sea ports, well functioning highways and local links and excellent public transport services.

HUTT CITY OUTCOMES

Effective and efficient public transport that results in increased use of public transport.

Enhanced roading systems, particularly State Highway 2, Cross Valley Link, State Highway 1 and the Hutt CBD.

Continual upgrade and provision for growth to make Hutt City interesting and attractive.

More investment in sustainable transportation solutions – public transport, car pools, bicycle lanes.

Good telecommunications systems.

<p>OUR COMMUNITY PARTNERS</p>	<p>Greater Wellington Regional Council, NZ Transport Agency, private sector contractors, Wellington City Council, Upper Hutt City Council, Porirua City Council, Hutt Mana Charitable Trust, Smartlinx3, Centreport Wellington, Wellington International Airport</p> <p>See page 140 for information about how we work with our community partners</p>	
<p>APPLICABLE STRATEGIES, POLICIES & PLANS</p>	<p>Asset Management Plans, Corporate Asset Management Policy, Cycling Strategy, Walking Strategy, Economic Development Strategy, Environmental Sustainability Strategy</p>	
<p>OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES</p>	<p>THE COUNCIL ACTIVITIES INVOLVED</p>	<p>MEASURES USED TO ASSESS OUR PERFORMANCE</p>
<p>We work closely with Greater Wellington Regional Council and the NZ Transport Agency to advocate on behalf of the city on public transport and roading issues.</p> <p>Our Cycling and Walking Strategies help us to manage our current resources and provide for the future through a prioritised implementation plan and annual funding.</p>	<p>Roading and Traffic</p>	<p>Resident satisfaction with identified services, the condition of the road surfaces, the roughness of the roads, accident trends</p>
	<p>Local Urban Environment</p>	<p>Resident and business pride in the way the city looks and feels, resident satisfaction, use of the recycling service, access to recycling facilities, tonnes of recycling per annum</p>
	<p>Economic Development</p>	<p>Business satisfaction with economic development programmes, resident satisfaction with visitor information services and special events, the city's economic performance</p>

OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
<p>We aim to develop an urban environment that will enhance the city's image, attracting people, business and investment.</p> <p>Our Environmental Sustainability Strategy guides our contribution to improving the sustainability of the natural physical environment and the use of natural resources.</p> <p>Along with members of the local community, Upper Hutt City Council, Porirua City Council and Hutt Mana Charitable Trust, we support Smartlinx3 in its work to establish a fast, open-access broadband network in the area.</p>	<p>Advice and Support</p>	<p>Satisfaction with advice and responses to requests for help</p>
<p>GENERAL INDICATORS</p>	<p>We aim to measure and communicate an understanding to the public and policy-makers of the state and potential of Hutt City's internal, regional and international links.</p> <p>We have a number of initiatives to improve Hutt City's 'connectedness', ranging from providing roads to advocating for an improved communications infrastructure. They often involve considerable ratepayers' resources, so we need to monitor our plans and methods to ensure we get a good return on our investment.</p> <p>As the way we connect to the world changes, so too does the infrastructure we use to make those connections. We must make sure that the infrastructure we need to connect continues to change and adapt to new technologies. As it does, we need to know the state of this infrastructure – so we know where to focus our resources and employ ways to encourage it.</p>	
<p>SPECIFIC INDICATORS INCLUDE:</p>	<ul style="list-style-type: none"> → public transport use → construction of cycleways – physical works → including key regional transport issues in the Regional Land Transport Strategy → investment in strategic transport assets → kilometres of open access fibre laid in Hutt City. 	



Wellington regional outcome 3

Entrepreneurial and innovative culture – We will be recognised as a place of new ideas. Innovation and creativity underpin the development of new fields of endeavour and business, and drive strong, sustainable economic growth. We will capitalise on being the seat of government and our excellent educational and research institutions will foster cross-fertilisation.

HUTT CITY OUTCOMES

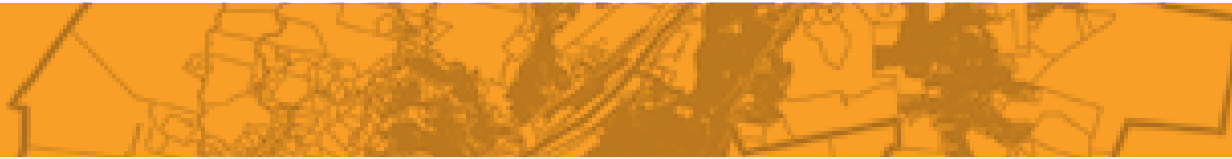
A growing number of entrepreneurial companies located in Hutt City.

Creation of an exciting, dynamic city so entrepreneurs want to live and work here.

Encouragement of enterprise and innovation including incentives to attract research, development and application industries.

Make the most of the Crown Research Institutes by attracting the kind of people with the entrepreneurial nous to build on these Research and Development outcomes.

<p>OUR COMMUNITY PARTNERS</p>	<p>Grow Wellington, WelTec, Business Hutt Valley, Industrial Research Ltd, GNS Science, central government agencies, CBD+, Jackson Street Programme</p> <p>See page 140 for information about how we work with our community partners</p>	
<p>APPLICABLE STRATEGIES, POLICIES & PLANS</p>	<p>Economic Development Strategy, Vision CBD 2030, CBD Making Places, Suburban Shopping Centres Fund Policy, Wingate Development Plan, Petone Vision Statement, Rates Remission Policy</p>	
<p>OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES</p> <p>By supporting the business sector, pursuing opportunities that benefit the city and promoting the city, we build recognition of Hutt City as a business location and vibrant place to live and work, benefiting businesses and residents alike.</p> <p>Our recreational programmes and events help to reinforce the image of an attractive and vibrant city for people and businesses considering moving here.</p> <p>We aim to develop an urban environment that will enhance the city’s image, attracting people, business and investment.</p>	<p>THE COUNCIL ACTIVITIES INVOLVED</p> <p>Economic Development</p> <p>Local Urban Environment</p> <p>Aquatics and Recreation</p>	<p>MEASURES USED TO ASSESS OUR PERFORMANCE</p> <p>Business satisfaction with economic development programmes, resident satisfaction with visitor information services and special events, the city’s economic performance</p> <p>Resident and business pride in the way the city looks and feels, resident satisfaction, use of the recycling service, access to recycling facilities, tonnes of recycling per annum</p> <p>User satisfaction with recreation programmes and events, use of recreation programmes and events</p>



<p>GENERAL INDICATORS</p>	<p>We aim to measure and quantify the contribution of creativity to Hutt City's economy.</p> <p>We can't provide an entrepreneurial and innovative culture in Hutt City the way we'd provide a road or a park. Instead, we must encourage, observe and at times lead by example, or reduce the risks for those able to act. We'll judge our plans effective if they give certainty to innovators and those engaging in new, creative activities in our city.</p> <p>As our national economy changes, so does the state of Hutt City's. We need to stay up to date on these changes to ensure that people are aware of the opportunities available. By taking the 'economic pulse' every now and again, we can look at how our economy is progressing in comparison with those of our neighbours, our country and other similar cities in the world. Using this information, we can determine our strengths (for championing) and our weaknesses (for addressing).</p>
<p>SPECIFIC INDICATORS INCLUDE:</p>	<ul style="list-style-type: none"> → growth in the number of Hutt City businesses in innovative sectors → growth in the number of Full Time Equivalent workers (FTEs) in innovative businesses → businesses and FTEs in high-value sectors → the percentage of the workforce with higher qualifications → the difficulties of filling skilled vacancies → the value of successful research and development grant applications → the number of tertiary students studying in Hutt City → the AC Neilson national perceptions survey → the area profile building improvement index.



Wellington regional outcome 4

Healthy environment – The region will offer a beautiful, ecologically sustainable natural environment. That environment will offer numerous opportunities for recreation and healthy living.

HUTT CITY OUTCOMES

Having clean air, water and land.

Continued protection and conservation of our natural environment.

Efficient use and conservation of energy resources.

<p>OUR COMMUNITY PARTNERS</p>	<p>Greater Wellington Regional Council, Wellington Water Management Ltd, environmental groups, residents' groups, Business Care, Maori, Department of Conservation</p> <p>See page 140 for information about how we work with our community partners</p>	
<p>APPLICABLE STRATEGIES, POLICIES & PLANS</p>	<p>District Plan, Waste Management Plan, Environmental Sustainability Strategy</p>	
<p>OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES</p>	<p>THE COUNCIL ACTIVITIES INVOLVED</p>	<p>MEASURES USED TO ASSESS OUR PERFORMANCE</p>
<p>We develop, implement, monitor and review the District Plan, relevant bylaws and other environmental policies and plans for the city's sustainable development.</p>	<p>Environmental Management</p>	<p>Resident satisfaction, Land Information Memoranda (LIMs) processed to statutory requirements, building consent/project information and resource consents processed to statutory and District Plan requirements, response to requests for service, monitoring of resource consents, timely registration and licensing of premises, Code of Compliance certificates issued to statutory requirements, response to dog complaints, response to noise complaints</p>

OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
<p>By supplying high-quality, affordable water we contribute to the community's health, fire-fighting capability and industrial and residential development. Wastewater collection, treatment and disposal supports development in the city and protects the physical environment and the community's health. Effective stormwater control is necessary to protect the health and safety of the community and to minimise property damage. Solid waste management is necessary for the health and quality of life of the community, the local economy and the environment.</p> <p>We monitor resource and building consents to ensure compliance.</p> <p>We undertake pollution and noise control and monitor hazardous substances, trade waste activities and beaches to promote and protect public health and safety.</p> <p>Our waste-minimisation programme promotes the concept of 'reduce, reuse, recycle'.</p> <p>Our Environmental Sustainability Strategy guides our contribution to improving the sustainability of the natural physical environment and the use of natural resources.</p>	Parks and Reserves	Resident satisfaction with identified services, sports field standards, area of parks and reserves, household use of parks and reserves, standard of maintenance and development of facilities
	Water Supply	Resident satisfaction, compliance with NZ Drinking Water Standards, quality of water, reliability of water supply, response to water supply disruptions, average un-metered water consumption
	Wastewater	Resident satisfaction, absence of resource consent-related infringement notices, reliability of wastewater service, response to wastewater disruptions
	Stormwater	Resident satisfaction, reliability of stormwater service, water quality at main recreational beaches, response to stormwater disruptions
	Solid Waste	Resident satisfaction, absence of resource consent-related infringement notices
	Local Urban Environment	Resident and business pride in the way the city looks and feels, resident satisfaction, use of the recycling service, access to recycling facilities, tonnes of recycling per annum
	Advice and Support	Satisfaction with advice and responses to requests for help



<p>GENERAL INDICATORS</p>	<p>We aim to measure and communicate our citizens' ability to use and enjoy our natural environment to the general public and policy-makers.</p> <p>We know that the provision and use of our physical infrastructure often come at an environmental cost – a cost that has led to a wide range of design features aimed at reducing the effect of these works on the environment. It's important that we determine the true effectiveness of these design features in the Hutt City environment.</p> <p>By using environmental indicators, we have a base from which to compare the natural health of our city's biological systems with similar systems in other cities with similar environmental considerations. These monitoring criteria can also be useful when comparing the relative position of the city from one year, two years or three years ago – effectively finding out whether Hutt City's environmental quality is improving or degrading.</p> <p>The intensity and density of development can also affect the surrounding environment. In turn, the state and health of the environment affect the health of citizens, their quality of life and their ability to live, work and play. By monitoring the state of the environment, we can get clues about why we're experiencing some issues, and the factors we need to alter to address them.</p>
<p>SPECIFIC INDICATORS INCLUDE:</p>	<ul style="list-style-type: none"> → the air quality (24-hour average PM10 concentration) – measured against a national guideline of 50ug/m³ → the Hutt River water quality (the Macroinvertebrate Community Index (MCI) and Water Quality Index (WQI)) → the Wainuiomata River water quality → residential water consumption per capita → 'Soil Quality – Hazardous Waste Collection', a measure of the amount of hazardous waste removed permanently from soil and the potentially harmful effects of spillage → waste to landfill per dollar of Gross Domestic Product (GDP) → carbon dioxide emissions per dollar of GDP → the volume of recycling per capita → green waste diverted from landfill → other waste diverted from landfill → the proportion of newly registered light vehicles in Hutt City with a fuel economy of six litres per 100 kilometres or better → fuel use per capita per annum

SPECIFIC INDICATORS INCLUDE (CONTD):

- the proportion of driver vehicle trips made to work
- kilometres travelled by car on Council business
- the proportion of Council staff travelling to/from work in sole-occupancy cars
- public transport patronage
- the kilometres of cycleway
- the number of consents for solar hot water heating
- the number of consents for small-scale local electricity production per annum
- the proportion of Hutt City housing with floor and ceiling insulation
- the proportion of Hutt City housing with efficient heating (heat pumps, natural gas and pellet fires)
- the Council's energy consumption (electricity and gas)
- Council-owned and -administered land biomass
- the urban (built-up area) biomass
- the district biomass
- the proportion of native forest to total biomass (district wide)
- the number of Environmental Sustainability Strategy actions completed
- our environmental accreditation to ISO 14001.



Wellington regional outcome 5

Lifestyle – The region will have an exceptional quality of life, where living is easy, safe and fun, and there is a wide range of affordable, healthy lifestyle options underpinning a strong community spirit. We will be celebrated for our arts, sports and entertainment scene.

HUTT CITY OUTCOMES

A city that is safe.

Affordable access to community facilities that include arts, cultural and recreational options.

A diverse natural environment that is accessible, enjoyable and safe.

Encouragement of arts, cultural and sports activities including local, national and international events.

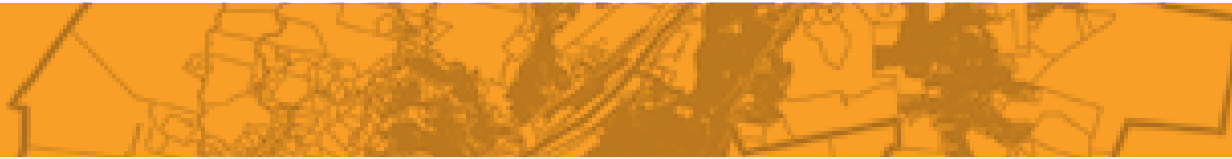
Attraction of tourists to Hutt City.

OUR COMMUNITY PARTNERS	Police, Accident Compensation Corporation, Hutt Valley Health, Maori , Greater Wellington Regional Council, Department of Conservation, Upper Hutt City Council, tourism providers See page 140 for information about how we work with our community partners	
APPLICABLE STRATEGIES, POLICIES & PLANS	Safer City Strategy, Earthquake Prone, Dangerous and Insanitary Buildings Policy, Active Recreation and Sport Strategy, Swimming Pool Strategy, Sportsground Policy, Arts and Culture Policy, Heritage Policy, Community Halls Policy, Reserve Management Plans, Reserves Strategic Directions, Reserve Lands Acquisition and Disposal Policy, Environmental Sustainability Strategy, Events Strategy, Visitor Strategy, District Plan	
OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
We have initiated a whole-of-community approach to injury prevention and safety promotion initiatives that will lead to the development of a Safer City Strategy. Our maintenance of the roading network and associated footpaths, signage, lighting etc contributes to residents' health and safety.	Community Support	Community satisfaction with support programmes, community organisation satisfaction, residents' perceptions
	Roading and Traffic	Resident satisfaction with identified services, the condition of the road surfaces, the roughness of the roads, accident trends
	Libraries	Use of library services by residents, resident satisfaction, number of library visits per year in person and via the internet, library stock turnover

OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
<p>We analyse road accident data to assist with the development of targeted community road safety initiatives and traffic safety improvements on the road network, with the objective of improving safety for all road users.</p> <p>We provide a range of community facilities and activities that are accessible to the community and positively affect people's lives.</p> <p>We develop, implement, monitor and review the District Plan, relevant bylaws and other environmental policies and plans for the city's sustainable development.</p> <p>We monitor resource and building consents to ensure compliance.</p> <p>We undertake pollution and noise control and monitor hazardous substances, trade waste activities and beaches to promote and protect public health and safety.</p> <p>Our Environmental Sustainability Strategy guides our contribution to improving the sustainability of the natural physical environment and the use of natural resources.</p> <p>We provide and maintain active and passive recreational facilities and reserves for public enjoyment and wellbeing, with a focus on retaining areas in their natural state where possible.</p>	Museums	Number of visits per year, resident satisfaction, education programmes delivered to meet needs and expectations of school groups
	Aquatics and Recreation	Resident satisfaction, use of pools, accreditation of holiday programmes, accreditation for swimming pool operation, cost per visit to pools, user satisfaction with recreation programmes and events, use of recreation programmes and events
	Parks and Reserves	Resident satisfaction with identified services, sports field standards, area of parks and reserves, household use of parks and reserves, standard of maintenance and development of facilities
	Property	Tenant satisfaction with Council accommodation, resident satisfaction
	Environmental Management	Resident satisfaction, compliance with statutory requirements, response to requests for service, monitoring of resource consents, response to dog complaints, response to noise complaints
	Economic Development	Business satisfaction with economic development programmes, resident satisfaction with visitor information services and special events, the city's economic performance
	Advice and Support	Satisfaction with advice and responses to requests for help



OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
<p>By promoting the city, we build recognition of it as a business location and vibrant place to live and work, and our recreational programmes and events help to reinforce the image of an attractive and vibrant city.</p> <p>Our promotion of the city, including events, is successful in attracting locals and their visiting friends and relatives, and is being extended to cover cruise ship and coach tour operators with the aim of attracting more tourists to the city.</p>		
<p>GENERAL INDICATORS</p>	<p>We aim to measure Hutt City citizens' quality of life and their ability to access and enjoy lifestyle opportunities.</p> <p>While we have an important role in protecting the natural environment of our city, we need the active engagement of our citizens if we're to enhance and maintain it. As most of our citizens engage in our environment through their lifestyle choices, we need to measure our effectiveness in getting people to engage with one another in these pursuits, and in providing and maintaining the facilities required for these activities.</p> <p>In measuring this outcome there are two factors that can change substantially:</p> <ul style="list-style-type: none"> → the composition/size of the population and the recreational activities they enjoy → the environment in which they are enjoying these activities. <p>If we are to respond effectively to the needs and desires of our citizens, we need a clear picture of both aspects.</p>	

**SPECIFIC INDICATORS INCLUDE:**

- the percentage of residents who use pools
- the percentage of residents who use libraries
- the percentage of residents who use sportsgrounds
- the annual number of museum visits
- the percentage of residents who are satisfied with the city's parks, reserves and gardens
- the percentage of residents who feel safe in the city in general
- the percentage of residents who feel safe in the central city
- the number of crimes recorded in Hutt City
- the total number of crimes recorded in Hutt City in the areas of violence, sexual offences, drugs and antisocial behaviour, dishonesty, property damage, property abuses, administrative
- the total number of ACC claims in Hutt City – the entitlement claim rate per 100,000 population
- the alcohol consumed – the Last Drinks Survey
- NZ Transport Agency accident statistics.



Wellington regional outcome 6

Regional foundations – People and businesses will have high-quality, secure essential services for their everyday living. They will be retained and developed in a manner that is consistent with the sustainable growth of the region.

HUTT CITY OUTCOMES

Everyone has a quality standard of affordable housing.

Roading, water and waste (including recycling) services are accessible to all.

Maintenance and continual upgrade of services to allow for security and growth.

Good information on how to be prepared for an emergency.

<p>OUR COMMUNITY PARTNERS</p>	<p>UrbanPlus, Wellington Water Management Ltd, Housing New Zealand, Hutt Mana Charitable Trust, Greater Wellington Regional Council, private sector contractors, Upper Hutt City Council, Ministry of Health, NZ Transport Agency</p> <p>See page 140 for information about how we work with our community partners</p>	
<p>APPLICABLE STRATEGIES, POLICIES & PLANS</p>	<p>Housing Policy, Asset Management Plans, Corporate Asset Management Policy, Waste Management Plan, Environmental Sustainability Strategy</p>	
<p>OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES</p>	<p>THE COUNCIL ACTIVITIES INVOLVED</p>	<p>MEASURES USED TO ASSESS OUR PERFORMANCE</p>
<p>UrbanPlus, a Council-controlled trading organisation, owns and manages our social housing, and our Housing Policy explains our expectations for social rental housing.</p> <p>We manage the city's roading network and maintain and improve footpaths, road pavements/ reconstructions, traffic signals, signs, street lighting, parking services, bridges and road safety activities.</p>	<p>Property</p>	<p>Tenant satisfaction with Council accommodation, resident satisfaction, occupancy rate of rental housing</p>
	<p>Roading and Traffic</p>	<p>Resident satisfaction with identified services, the condition of the road surfaces, the roughness of the roads, accident trends</p>
	<p>Water Supply</p>	<p>Resident satisfaction, compliance with NZ Drinking Water Standards, quality of water, reliability of water supply, response to water supply disruptions</p>

OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
We provide a sustainable and high-quality water supply to the community for domestic and commercial use, bought from Greater Wellington Regional Council and distributed through our water supply system.	Wastewater	Resident satisfaction, absence of resource consent-related infringement notices, reliability of wastewater service, response to wastewater disruptions
	Stormwater	Resident satisfaction, reliability of stormwater service, water quality at main recreational beaches, response to stormwater disruptions
We provide a piping network that takes household and commercial effluent to the Seaview Wastewater Treatment Plant for treatment to meet public health and environmental standards.	Solid Waste	Resident satisfaction, absence of resource consent-related infringement notices
We provide a stormwater drainage system to manage surface water run-off from urban catchments.	Environmental Management	Resident satisfaction, Land Information Memoranda (LIMs) processed to statutory requirements, building consent/project information and resource consents processed to statutory and District Plan requirements, response to requests for service, monitoring of resource consents, timely registration and licensing of premises, Code of Compliance certificates issued to statutory requirements
We manage collection contracts for the city's refuse and recycling, and own and operate two landfills to provide for the disposal of residual waste.	Emergency Management	Preparedness for emergencies, response to emergencies, response to rural fires
We develop, implement and monitor city-wide emergency management plans and promote community preparedness for emergencies.		



<p>GENERAL INDICATORS</p>	<p>We're looking for good information on the quality and state of regionally important civic concerns for better, more integrated decision-making at local, cross-territorial and regional levels.</p> <p>The effectiveness of our plan for 'regional foundations' can be measured through:</p> <ul style="list-style-type: none"> → Our effectiveness in implementing regional policy, as contained in Greater Wellington Regional Council's policy statements. → Our effectiveness in ensuring that Hutt City issues and situations are considered in these policy statements and in cross-boundary issues with our neighbouring councils. <p>These indicators enable us to understand Hutt City's place in the region – an understanding that's important to maintaining our role as a hub within the Wellington region and protecting our citizens' interests in regional decision-making.</p>
<p>SPECIFIC INDICATORS INCLUDE:</p>	<ul style="list-style-type: none"> → median house prices in the city relative to median income → waiting list numbers for Housing New Zealand/Council accommodation → the median rental price of accommodation as a percentage of average income → the number of complaints to Council about poor standards of accommodation → the percentage of residents who think there is enough access to affordable and quality housing in Hutt City → the percentage of residents who say they are prepared for an emergency and have enough water stored.

Wellington regional outcome 7

Sense of place – We will have a rich, diverse sense of place as a sophisticated region encompassing the intimate urban core, capital city status, magnificent harbours, rivers, centres of learning, extensive coastlines, its rolling hinterland and diverse centres and neighbourhoods, which are all treasured by its citizens.

HUTT CITY OUTCOMES

A built environment that is attractive, safe and healthy.

A more attractive Hutt City.

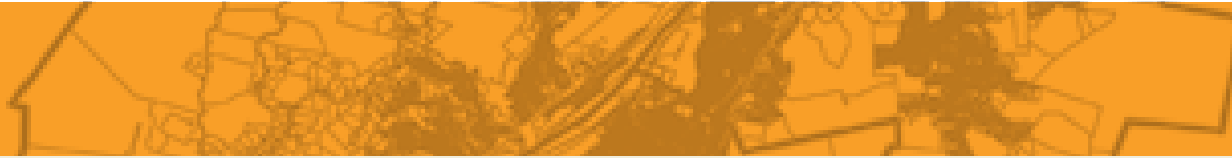
Developing the uniqueness of Hutt City including its history and culture.

More and better focus on the harbour, river and recreation opportunities.

OUR COMMUNITY PARTNERS	Maori, developers, Greater Wellington Regional Council, WelTec, Department of Conservation See page 140 for information about how we work with our community partners	
APPLICABLE STRATEGIES, POLICIES & PLANS	District Plan, Development and Financial Contributions Policy, Active Recreation and Sport Strategy, Heritage Policy, Environmental Sustainability Strategy	
OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
Our maintenance of the roading network and associated footpaths, signage, lighting etc contributes to residents' health and safety. We analyse road accident data to assist with the development of targeted community road safety initiatives and traffic safety improvements on the road network, with the objective of improving safety for all road users.	Roading and Traffic	Resident satisfaction with identified services, the condition of the road surfaces, the roughness of the roads, accident trends
	Emergency Management	Preparedness for emergencies, response to emergencies, response to rural fires
	Property	Tenant satisfaction with Council accommodation, resident satisfaction, occupancy rate of rental housing
	Local Urban Environment	Resident and business pride in the way the city looks and feels, resident satisfaction, use of the recycling service, access to recycling facilities, tonnes of recycling per annum



OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
<p>We aim to develop an urban environment that will enhance the city's image, attracting people, business and investment.</p> <p>Our preservation of Hutt City's heritage contributes to our point of difference from other cities, enhancing local culture and how we identify ourselves.</p>	<p>Environmental Management</p>	<p>Resident satisfaction, Land Information Memoranda (LIMs) processed to statutory requirements, building consent/project information and resource consents processed to statutory and District Plan requirements, response to requests for service, monitoring of resource consents, timely registration and licensing of premises, Code of Compliance certificates issued to statutory requirements, dog pound opening hours, response to dog complaints, response to noise complaints</p>
<p>We implement environmental policies and plans for the city's sustainable development.</p>	<p>Libraries</p>	<p>Use of library services by residents, resident satisfaction, number of library visits per year in person and via the internet, library stock turnover</p>
<p>We provide a range of community facilities and activities that are accessible to the community and positively affect people's lives.</p>	<p>Museums</p>	<p>Number of visits per year, resident satisfaction, education programmes delivered to meet needs and expectations of school groups</p>
	<p>Aquatics and Recreation</p>	<p>Resident satisfaction, use of pools, accreditation of holiday programmes, accreditation for swimming pool operation, cost per visit to pools, user satisfaction with recreation programmes and events, use of recreation programmes and events</p>
	<p>Parks and Reserves</p>	<p>Resident satisfaction with identified services, sports field standards, area of parks and reserves, household use of parks and reserves, standard of maintenance and development of facilities</p>
	<p>Community Support</p>	<p>Community satisfaction with support programmes, community organisation satisfaction, residents' perceptions</p>
<p>GENERAL INDICATORS</p>	<p>'Urban design' is the process of improving the experience and functionality of the city centre or its neighbourhoods. Urban design indicators are not usually included in formal monitoring strategies as they are complex to construct, involve measuring public and private development, and often don't fall neatly into Community Plan or District Plan monitoring.</p>	

**SPECIFIC INDICATORS INCLUDE:**

- the percentage of open spaces relative to built-up spaces
- the percentage of residents who are satisfied with the city's parks, reserves and gardens
- the percentage of residents who think Hutt City is better, about the same or worse than it was three years ago
- the city's urban footprint
- the coverage of impervious surfaces
- the composite urban form index
- the proportion of dwellings within a five-minute walk of commercial centres or main arterials
- NZ Transport Agency accident statistics.



Wellington regional outcome 8

Strong and tolerant communities – We will have inclusive, caring, friendly and participative communities that embrace newcomers, are open and welcoming to different lifestyles and celebrate diversity. The relationship with tangata whenua and ethnic communities will be important to the vibrancy of the community tapestry.

HUTT CITY OUTCOMES

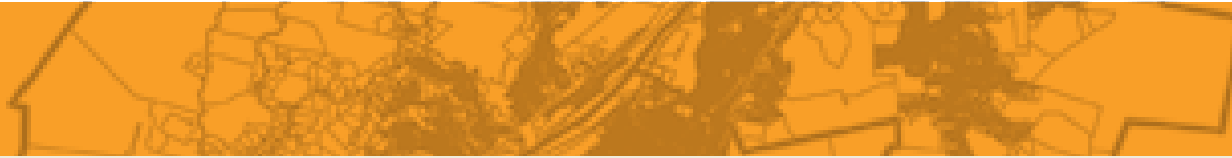
A city that is friendly and welcoming where people experience a sense of belonging.

Encouraging community involvement and engagement with civic life.

More celebration of tangata whenua and multiculturalism in the city.

Migrants are well adapted to New Zealand way of living.

OUR COMMUNITY PARTNERS	Maori, Te Puni Kokiri, Ministry of Social Development See page 140 for information about how we work with our community partners	
APPLICABLE STRATEGIES, POLICIES & PLANS	Settlement Support Strategic Plan, Youth Policy, Consultation Policy, Significance Policy, Arts and Culture Policy	
OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
<p>By providing parking spaces, we encourage our residents to participate in social, economic and civic activities.</p> <p>We have a policy of understanding and identifying our communities and their issues, ensuring that we can respond appropriately.</p> <p>Together with our community boards and community committees, we encourage community involvement in decision-making and other Council processes.</p> <p>We support our communities through community grants and funding for community activities and events.</p>	Roading and Traffic	Resident satisfaction with identified services, the condition of the road surfaces, the roughness of the roads, accident trends
	Parks and Reserves	Resident satisfaction with identified services, sports field standards, area of parks and reserves, household use of parks and reserves, standard of maintenance and development of facilities
	Community Support	Community satisfaction with support programmes, community organisation satisfaction, residents' perceptions
	Elected Members	Resident satisfaction
	Advice and Support	Satisfaction with advice and responses to requests for help

**GENERAL INDICATORS**

We're looking for information on our city's effectiveness in attracting, retaining and growing migrants and their communities.

The lower North Island is generally experiencing a population loss and a decline in urban centre populations. The Wellington region is the exception to this, largely through the success of its constituent cities and our actions in attracting migrants.

Migration brings diversity, which affects the structure and feel of our city. This relationship between diversity and urban systems means that if we are to understand how our migrants are adapting to life in Hutt City we need to see how they are, or are not, changing its face and state.

SPECIFIC INDICATORS INCLUDE:

- the percentage of residents who think the community works together and people support each other
- the percentage of residents who believe that increasing diversity in the city is a positive factor.



Wellington regional outcome 9

Healthy and educated community – Our physical and mental health is protected. Living and working environments are safe, and everyone has access to health care. Every opportunity is taken to recognise and provide for good health. Lifelong learning and education opportunities are world class, contributing to an internationally competitive workforce and reinforcing the region as a desirable place to live.

HUTT CITY OUTCOMES

Everyone has access to a wide range of excellent education services.

Everyone has affordable access to services that improve health.

There is a seamless integration of health services.

Residents have a high standard of living.

OUR COMMUNITY PARTNERS	Ministry of Education, Hutt Valley Health, UrbanPlus, Hutt Mana Charitable Trust, schools, WelTec, Open Polytechnic See page 140 for information about how we work with our community partners	
APPLICABLE STRATEGIES, POLICIES & PLANS	Safer City Strategy, Housing Policy, Active Recreation and Sport Strategy, Sportsground Policy, Cycling Strategy, Walking Strategy	
OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
We provide a range of community facilities and activities that are accessible to the community and positively affect people's lives. We have initiated a whole-of-community approach to injury prevention and safety promotion initiatives that will lead to the development of a Safer City Strategy. UrbanPlus owns and manages our social housing, and our Housing Policy explains our expectations for social rental housing.	Libraries	Use of library services by residents, resident satisfaction, number of library visits per year in person and via the internet, library stock turnover
	Museums	Number of visits per year, resident satisfaction, education programmes delivered to meet needs and expectations of school groups
	Aquatics and Recreation	Resident satisfaction, use of pools, accreditation of holiday programmes, accreditation for swimming pool operation, cost per visit to pools, user satisfaction with recreation programmes and events, use of recreation programmes and events

OUR CONTRIBUTION TO ACHIEVING THE OUTCOMES	THE COUNCIL ACTIVITIES INVOLVED	MEASURES USED TO ASSESS OUR PERFORMANCE
	Parks and Reserves	Resident satisfaction with identified services, sports field standards, area of parks and reserves, household use of parks and reserves, standard of maintenance and development of facilities
	Community Support	Community satisfaction with support programmes, community organisation satisfaction, residents' perceptions
	Property	Tenant satisfaction with Council accommodation, resident satisfaction, occupancy rate of rental housing
	Advice and Support	Satisfaction with advice and responses to requests for help
GENERAL INDICATORS	<p>We're looking for information on our citizens' health and wellbeing in a simple and understandable form as the basis for further co-operation with the Hutt Valley District Health Board.</p> <p>One of Hutt City's defining qualities is our citizens' ability to have a great quality of life. Our plans and actions aim to promote this in everything we do, whether it's building recreation centres or ensuring adequate provisions for sunlight in the District Plan.</p> <p>The state of health and education in our city is important to us. If we're to be prompt and useful in addressing our citizens' collective health and wellbeing, we need to know the city's state of health. When we have that, we can move to address issues quickly while they are small, or target larger issues more effectively.</p>	



SPECIFIC INDICATORS

Indicators that we can measure include:

- the percentage of the population currently enrolled with Hutt City Primary Health Organisations (PHOs) and the comparative rates of ethnic groups enrolled
- the number of Full Time Equivalent General Practitioners in Hutt City
- the number of publicly funded beds available for the elderly
- the percentage of three- to five-year-olds enrolled in early childhood education (including kohanga reo and Pacific Island language nests)
- the percentage of three- to five-year-olds enrolled in early childhood education compared with the national average
- the percentage of school leavers who leave school without qualifications
- the percentage of students with qualifications enrolling in tertiary institutions.

Indicators that we'd like to measure include:

- the number of school health visits by school nurses each year
- the number of preventable (total/via primary care) hospital admissions per year (young, old, men, women, Maori, Pacific, Asian, European)
- the number of notifiable disease cases per year.

The rest of this document talks about how we're going to achieve Hutt City's community outcomes:

- 'How we plan to achieve our goals' describes what we do, why we do it and how it affects community wellbeing (page 60).
- 'Financing our work' looks at the financial aspects of the major projects we have planned (page 100).
- 'Achieving our community outcomes: measuring progress' outlines how we'll track progress towards the achievement of community outcomes (page 136).
- 'Our community' describes the council and our community partners (page 140).
- 'Legislation affecting local government' covers the laws according to which we work (page 158).



Getting going

The Get Going programme promotes physical activities and social events throughout the city to the over 50s. The physical activities range from tai chi and walking to aerobics and petanque, while the popular Hutt City Seniors bus trip programme transports participants to gardens, concerts, exhibitions and more.



**How We Plan To
Achieve Our Goals**



HOW WE PLAN TO ACHIEVE OUR GOALS

IT'S ALL VERY WELL TO DECIDE ON THE MEDIUM- AND LONG-TERM GOALS FOR OUR COMMUNITY (OUR 'COMMUNITY OUTCOMES'), BUT HOW DO WE MAKE THEM HAPPEN?

That's where it's important to have a strong Council structure that develops, allocates, manages and monitors the work. Working together and with others in our community, we can make sure we know what we're doing, why we're doing it and the kinds of service we need to deliver.

FIVE COUNCIL GROUPS, 18 KEY ACTIVITIES

To help us to achieve the community outcomes identified in the previous sections, we've divided our organisation into five Council groups, and allocated 18 key activities among them:

1. **Group People** is responsible for Libraries, Museums, Aquatics and Recreation, Parks and Reserves, Community Support, and Property.
2. **Group Utility Services** is responsible for Rooding and Traffic, Water Supply, Wastewater, Stormwater, and Solid Waste.
3. **Group Environment** is responsible for Environmental Management and Emergency Management.
4. **Group Economy** is responsible for Local Urban Environment and Economic Development.
5. **Group Organisation** is responsible for Elected Members, Advice and Support, and Managing Services.

KEY PERFORMANCE INDICATORS

For each activity, we've also developed five 'key performance indicators' so we can track and assess our performance. They are:

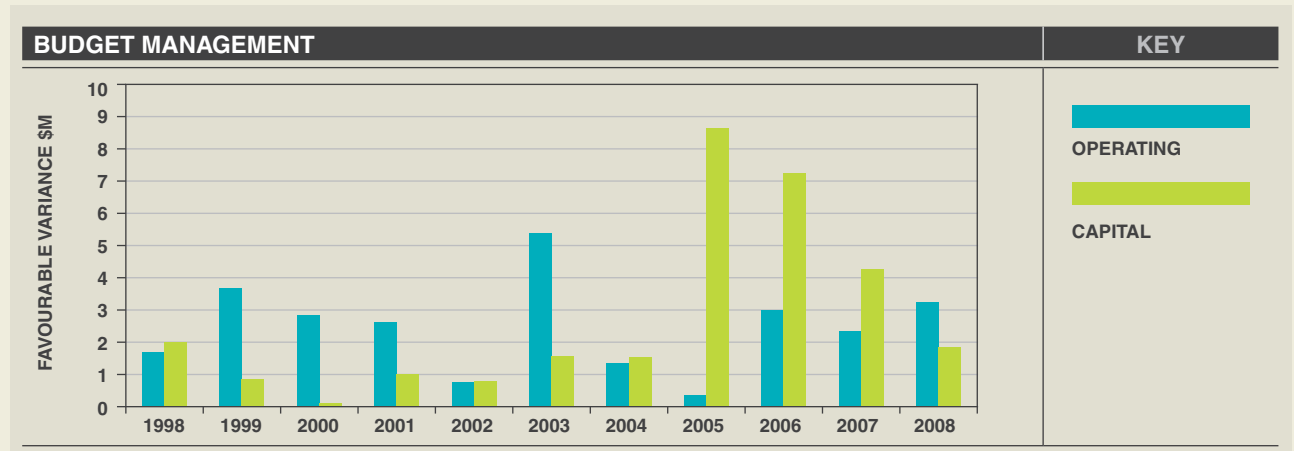
1. Budget management
2. Customer satisfaction
3. Staff perceptions
4. Project completion
5. Compliance with the law, contracts, consents, employment agreements, health and safety requirements and Council policy.

So how are we doing so far?

BUDGET MANAGEMENT

Our Financial Strategy (see page 20) establishes the foundation for all our budgeting. With this key performance indicator, our results are compared with the budget.

As you can see in the graph, we've delivered operating and capital surpluses compared with budget every year since 1998. However, these favourable results are typically the result of timing differences on project completion.

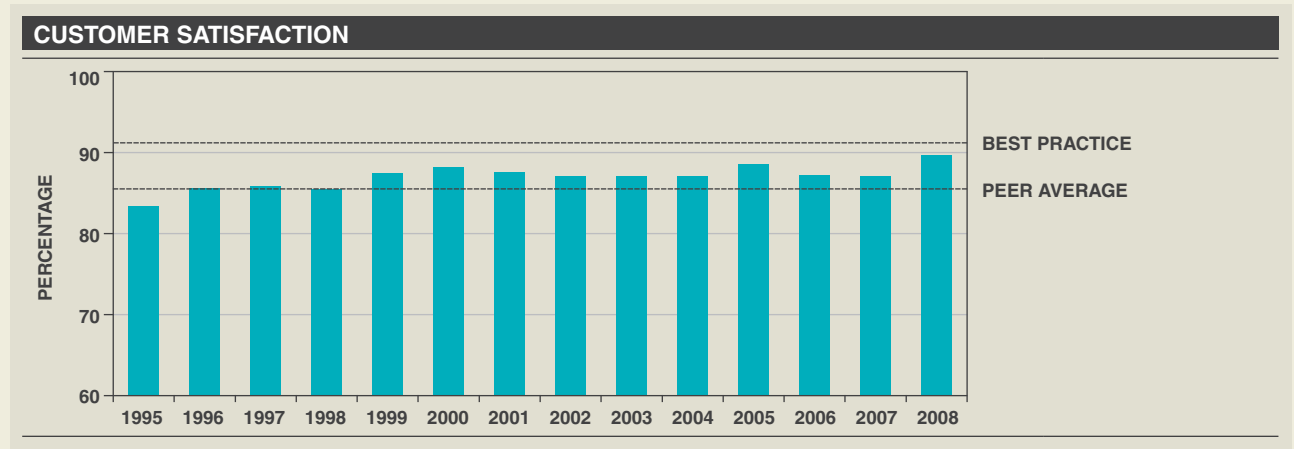


CUSTOMER SATISFACTION

We monitor customer satisfaction levels with our services every year, through an independently conducted survey.

This graph shows that we've achieved steady results that are above the average of our peers. Our budgets aim to:

- maintain satisfaction levels that are equal to the previous year's results
- maintain an overall performance average that is at least our peers' average
- achieve results in the long term that are regarded as 'best practice'.



STAFF PERCEPTIONS

We measure staff perceptions using the John Robertson & Associates' 'Best Places to Work' survey.

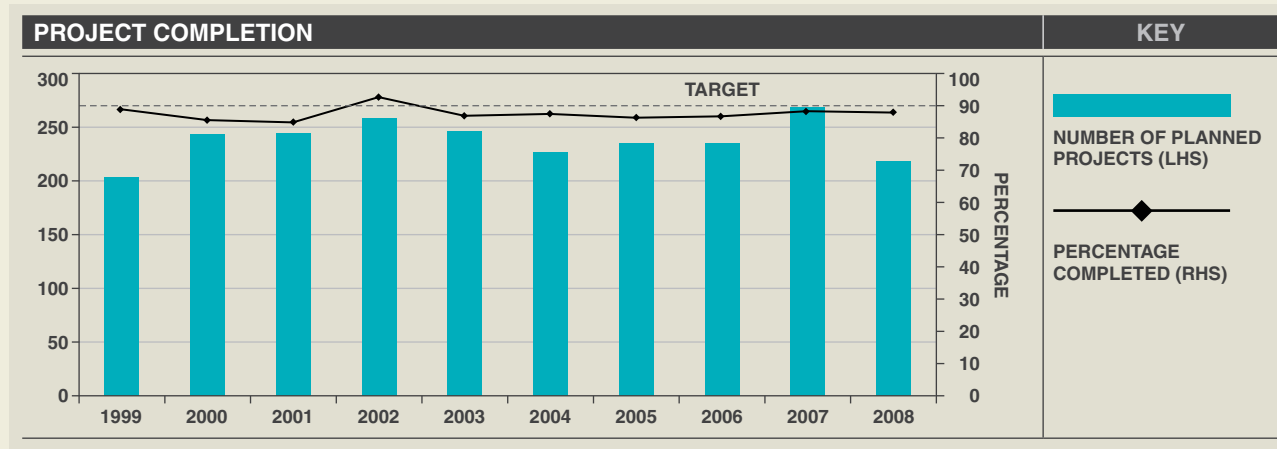
The graph indicates that our staff perceive Hutt City Council to be a better place to work than the average local authority. Emphasis is placed on Organisation Development initiatives that support making Hutt City a great place to work. These initiatives include improving our leadership capability, a strong internal communications strategy, training and development opportunities that support our values and vision, and opportunities for flexible work wherever possible.



PROJECT COMPLETION

Every year we commit to 200-300 projects through our 10-year plan.

Inevitably, some of these projects can't be completed owing to a variety of reasons, so we usually carry them into the next financial year and complete them then. For this reason we have a target of completing at least 90% of projects scheduled for the financial year.





COMPLIANCE

As we're a significant and complex business operating in a wide variety of areas, it's vital that our staff, contractors and other business associates comply with the law, contracts, consents, employment agreements, health and safety requirements and Council policy.

We monitor this compliance on a monthly basis, with a target of having no significant non-compliance instances. We've achieved this every year since 2004, with the several minor breaches identified having been remedied with no significant impact on our operations.

YEAR	NON-COMPLIANCE INSTANCES	
	INSIGNIFICANT	SIGNIFICANT
2004	9	–
2005	6	–
2006	1	–
2007	3	–
2008	1	–

LOOKING AHEAD – OUR TARGETS AND PERFORMANCE MEASURES FOR THE NEXT 10 YEARS

On the following pages, you'll find descriptions of our 18 activities, along with targets for their performance and the ways in which we'll measure progress.

GROUP PEOPLE

GROUP PEOPLE IS RESPONSIBLE FOR MANAGING THE COMMUNITY'S CULTURAL, SOCIAL AND RECREATIONAL ASSETS IN THE FORM OF THE LIBRARY NETWORK, THE NEWDOWSE AND PETONE SETTLERS MUSEUMS INCLUDING THEIR COLLECTIONS, SWIMMING POOLS AND THE NETWORK OF PARKS AND RESERVES TO THE AGREED SERVICE LEVELS DESCRIBED IN OUR ASSET MANAGEMENT PLANS.

ACTIVITY 1: LIBRARIES

What we do

We provide, maintain and manage eight libraries across the city. Run as a single city-wide service, their primary role is to provide written and recorded material such as books, audiovisual resources and access to electronic information. We regard this as our core business.

Why we do it

People use library services for many purposes, including learning, research and entertainment. By providing libraries, we enable all citizens to access information, knowledge and learning opportunities. The services and facilities are a collective resource that is greater than any individual or family could afford or accommodate. They support community learning, literacy and recreation. The Libraries Activity supports the city's outcomes related to Lifestyle (page 43), Sense of Place (page 50) and Healthy and Educated Community (page 55).

Effects on community wellbeing

The Libraries Activity promotes cultural wellbeing in particular through our Arts and Culture Policy. Looking at the potential for negative effects associated with this activity, the libraries are places where people congregate and are vulnerable to the risks associated with any public space.

Projects planned to maintain current service levels over the next ten years

- ➔ annual funding of \$700,000 to \$900,000 to replace library stock
- ➔ programmes to replace furniture, equipment and library shelving.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Percentage of residents who have used library services during the year (measured by independent survey)	81%	78%	80%	≥ 80%
Residents' satisfaction with library services (measured by independent survey)	97% (peer average 98%)	98% (peer average 97%)	≥ 97%	≥ 97%
Number of physical visits per year (measured by management reports)	1,124,969	1,042,825	1,200,000	1,200,000
Number of visits via the Internet per year (measured by management reports)	683,320	83,647 online catalogue transactions 426,921 website visits	700,000	120,000 online catalogue transactions 230,000 website visits
Library stock turnover (measured by New Zealand Public Library Statistics) (Note: a number greater than or equal to the National Mean shows that our library stock turnover is at least equal to or better than is achieved nationally)	5.85 (national mean 3.82) (average annual circulation per item)	5.69 (national mean 4.3) (average annual circulation per item)	≥ National mean	≥ National mean

Note: Survey percentages exclude those who responded 'Don't Know'.

ACTIVITY 2: MUSEUMS

What we do

We operate two museums, which are open to the public at no charge other than for special exhibitions:

- TheNewDowse collects and displays fine art as well as decorative and applied arts, and is a conduit for community engagement and participation in the creative arts, underpinned by innovative exhibitions, education and associated community programmes.
- The Petone Settlers Museum specialises in showcasing the social history of the early Maori and European settlement of the lower Hutt Valley and Petone area.

We regard this as our core business.

Why we do it

By providing museums we enable people to freely access arts and cultural facilities which enrich, inspire and offer a range of lifelong learning opportunities. The museums act as a focal point for the community, enhance cultural life and diversity, and promote civic pride and community values. The Museums Activity supports the city's cultural outcomes related to Lifestyle (page 43), Sense of Place (page 50) and Healthy and Educated Community (page 55).

Effects on community wellbeing

The Museums Activity promotes cultural wellbeing in our communities by increasing opportunities for people to access the arts and cultural production, strengthening partnerships with tangata whenua, and celebrating diversity – objectives identified in our Arts and Culture Policy. Looking at the potential for negative effects associated with this activity, the museums are places where people congregate and are vulnerable to the risks associated with any public space.

Projects planned to maintain current service levels over the next ten years

- building and plant maintenance funding for TheNewDowse
- funding for carpets, soft furnishings, collection development, gallery lighting, office furniture and equipment at TheNewDowse
- Petone Settlers Museum building and plant maintenance, exhibition furniture and fittings
- a new permanent, highly experiential exhibition at the Petone Settlers Museum focusing on the Maori and European settlement of the Lower Hutt area.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Number of museum visits per year (measured by management reports)	107,799	271,801	120,000 (baseline and increasing)	200,000
Residents' satisfaction with TheNewDowse museum (measured by independent survey)	91% (peer average 92%)	93% (peer average 93%)	≥ 91%	≥ 93%
Residents' satisfaction with Petone Settlers Museum (measured by independent survey)	89% (peer average 92%)	95% (peer average 93%)	≥ 89%	≥ 93%
Education programmes delivered that meet the needs and expectations of school groups (measured by management reports and participant evaluation forms)	New measure for 2008/09	New measure for 2008/09	Education programmes delivered to 11,000 students 90% satisfaction	Education programmes delivered to 11,000 students 90% satisfaction

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ACTIVITY 3: AQUATICS AND RECREATION

What we do

We provide and maintain six swimming pools in Hutt City, and provide quality and accessible tuition in essential water safety and life skills. Our recreational programmes are community based and designed to encourage residents to engage in a range of recreational activities. We regard this as our core business.

Why we do it

People's lives are positively affected by participation in recreation, sports, fitness and cultural activities – and providing these high-quality services at a low user cost makes them available to the whole community. Aquatics and recreational programmes also make an important contribution to creating an attractive area for people and businesses considering moving to Hutt City. The Aquatics and Recreation Activity supports the city's outcomes related to Community Prosperity (page 32), Lifestyle (page 43), Sense of Place (page 50) and Healthy and Educated Community (page 55).

Effects on community wellbeing

The activity promotes cultural wellbeing in particular through our Active Recreation and Sport Strategy, Arts and Culture Policy, Events Strategy, Swimming Pool Strategy, Cycling Strategy and Walking Strategy. Looking at the potential for negative effects associated with this activity, the swimming pools are places where people congregate and are vulnerable to the risks associated with any public space. There is also a risk of drowning occurring. The recreational programmes offered could potentially expose participants to the risk of injuring themselves. These risks are mitigated through the presence of trained staff.

Projects planned to maintain current service levels over the next ten years

- ongoing swimming pool maintenance projects
- Walter Nash Stadium repainting, maintenance and upgrading projects.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with pools (measured by independent survey)	93% (peer average 88%)	95% (peer average 88%)	≥ 93%	≥ 93%
Residents' use of pools (measured by independent survey)	65% (peer average 61%)	67% (peer average 61%)	≥ 65%	≥ 65%
Out of School Care and Recreation (OSCAR) accreditation of quality standards for holiday programmes (measured by external audit)	Accreditation maintained	Accreditation maintained	Accreditation maintained	Accreditation maintained
POOLSAFE accreditation for swimming pool operation, including quality standards for health and safety, water quality, supervision, pool building and operation, signage and other standards (measured by external audit)	Accreditation maintained	Accreditation maintained	Accreditation maintained	Accreditation maintained
Cost per visit to Council of aquatic services provided (measured by management reports)	\$3.70	\$3.84	\$3.96	2009/10 \$4.07 2010/11 \$4.18 2011/12 \$4.31 2018/19 \$5.28
User satisfaction with 'Leisure Active' programmes and events (measured by independent survey)	New measure for 2009/10 onwards	New measure for 2009/10 onwards	New measure for 2009/10 onwards	≥ 92%
Residents' use of 'Leisure Active' programmes and events (measured by independent survey)	New measure for 2009/10 onwards	New measure for 2009/10 onwards	New measure for 2009/10 onwards	≥ 30%

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ACTIVITY 4: PARKS AND RESERVES

What we do

We provide and maintain active and passive recreational facilities in Hutt City for public enjoyment and wellbeing. With access largely free of charge, our recreation areas are both natural and developed. Most of our work is targeted at maintaining developed areas and retaining bush land in its natural state. 'Parks and Reserves' also includes Council cemeteries. We regard these activities as our core business.

Why we do it

In providing and maintaining parks, reserves and street gardens, we help to create a pleasant environment in which people can live, work and play. Providing and maintaining these areas at high quality and low user cost makes them available to the whole community. The Parks and Reserves Activity supports the city's outcomes related to Lifestyle (page 43), Sense of Place (page 50), Strong and Tolerant Communities (page 53) and Healthy and Educated Community (page 55).

Effects on community wellbeing

The Parks and Reserves Activity promotes cultural wellbeing in particular through our Active Recreation and Sport Strategy, Reserve Lands Acquisition and Disposal Policy, Reserves Policy, Reserves Strategic Directions, Sportsground Policy, Cycling Strategy and Walking Strategy. Looking at the potential for negative effects associated with this activity, parks, reserves and sportsgrounds are places where people congregate to play and this could result in noise, vandalism and injury. There could also be impacts on security, privacy and traffic volumes for neighbouring properties. Weed spraying of gardens could affect nearby residents. The cemeteries activity can cause environmental effects. Mitigation measures are in place to address these possibilities.

Projects planned to maintain current service levels over the next ten years

- annual sportsgrounds building maintenance
- annual maintenance of parks hard surfaces, playgrounds, seats and bins, signage and interpretation, street trees and tracks
- wharf survey and maintenance.



How we measure the service provided

MEASURE	ACHIEVED 2006/07		ACHIEVED 2007/08		TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with:		Peer average		Peer average		
→ sportsgrounds	98%	94%	98%	94%	≥ 95%	≥ 95%
→ parks, reserves and gardens	98%	97%	98%	97%	≥ 95%	≥ 95%
→ cemeteries	95%	91%	93%	91%	≥ 90%	≥ 90%
(measured by independent survey)						
Sports fields meet the standard agreed with sports codes (measured by audits and complaints received)	98%		98%		≥ 95%	≥ 95%
Area of parks and reserves per 1000 of population	53 hectares		54 hectares		≥ 24.9 hectares	≥ 24.9 hectares
Percentage of households that have used or visited parks, reserves or gardens in the previous 12 months (measured by independent survey)	89%		87%		≥ 89%	≥ 89%
Maintain a high standard of maintenance and development of playgrounds, parks, reserves, gardens and cemeteries (measured by audits)	100%		100%		95% of contract and asset management plan requirements met	95% of contract and asset management plan requirements met

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ACTIVITY 5: COMMUNITY SUPPORT

What we do

We support our community through services such as facilitation, advocacy and consultation and through providing grants to community organisations and groups. These services are provided through our Community Development and Youth Development teams or private contracts. We've also increased our focus on working with government agencies and using funding from externally sourced contracts to provide services to our community. We regard this as our core business.

Why we do it

We've always been committed to identifying and understanding our communities so that we can respond appropriately to issues affecting them. Our support helps community groups to achieve their goals where they can't do it themselves because of a lack of resources. The Community Support Activity supports the city's outcomes related to Lifestyle (page 43), Sense of Place (page 50), Strong and Tolerant Communities (page 53) and Healthy and Educated Community (page 55).

Effects on community wellbeing

The Community Support Activity promotes social wellbeing in particular through our Ageing Together Strategy, Safer City Strategy, Settlement Support Strategic Plan and Youth Policy, and cultural wellbeing through our Community Halls Policy. Looking at the potential for negative effects associated with this activity, there are conflicting public perspectives about the extent of the role that councils should take in this area.

Projects planned to maintain current service levels over the next ten years

- continuing to work with government agencies and access funding externally
- continuation of the Community Grants schemes.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Community satisfaction with support programmes delivered by Community and Youth Development teams (measured by independent survey)	New measure for 2009/10	New measure for 2009/10	New measure for 2009/10	≥ 90%
Community organisations' satisfaction with the availability and quality of our support, advice and funding (measured by survey of community organisations)	New measure for 2009/10	New measure for 2009/10	New measure for 2009/10	≥ 90%
Residents' perceptions of Hutt City in terms of: → their sense of community in their local neighbourhood → their sense of safety at home, in their neighbourhood and in the city centre → their sense of the positive impacts of our population's diversity (measured by various surveys)	New measure for 2009/10	60% 79% 59% (Source: Quality of Life 2007 Survey of New Zealand's 12 largest cities)	New measure for 2009/10	≥ 60% ≥ 79% ≥ 59%

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ACTIVITY 6: PROPERTY

What we do

We manage a variety of properties for our community's use – mainly community and civic halls and venues, public toilets, community houses and the Council Administration Building. We review these facilities regularly for their efficiency and ability to meet changing public requirements.

We also have a 100% shareholding in Urban Plus Limited (trading as UrbanPlus), a Council-controlled trading organisation that owns and manages housing units on our behalf – mainly for the elderly and socially disadvantaged.

UrbanPlus aims to increase the number of rental properties available to residents, and is also involved in developing and selling land within the city, both on its own account and on our behalf, to meet the city's growing and changing needs.

We regard these activities as our core business.

Why we do it

We provide community and civic halls and venues because they offer an environment for a diverse range of social, cultural and community-based activities, including clubs, indoor sports, band practices, arts and theatre. We provide public toilets to safeguard public health – and ensure they are physically accessible, appropriately located, designed and built, and cleaned and maintained to appropriate standards.

Regular assessments of the property we own and occupy can result in property upgrades and sales of surplus assets.

The Property Activity supports the city's outcomes related to Lifestyle (page 43), Sense of Place (page 50) and Healthy and Educated Community (page 55).

Effects on community wellbeing

The Property Activity promotes social wellbeing in particular through our Housing Policy and cultural wellbeing through our Community Halls Policy. Looking at the potential for negative effects associated with this activity, there are conflicting public perspectives about the extent of the role that councils should take with respect to community property. Halls have the potential to cause negative effects such as noise and traffic effects on neighbouring properties. Public toilets can be targets for graffiti and anti-social behaviour. Wastewater discharges could cause environmental effects and public health risks if not effectively managed.

Projects planned to maintain current service levels over the next ten years

- community halls maintenance
- maintenance of the Administration Building, Avalon Park Pavilion, CBD Community Resource Centre, community houses, Horticultural Hall, Korohiwa Bus Barn, Library buildings, Little Theatre, Minoh Friendship House and rental houses.



How we measure the service provided

MEASURE	ACHIEVED 2006/07		ACHIEVED 2007/08		TARGET 2008/09	TARGET 2009/10 TO 2018/19
Tenants' satisfaction with Council accommodation (measured by internal survey)	Not measured		93%		90%	90%
Residents' satisfaction with: → public halls → public toilets (measured by independent survey)	94%	Peer average 91%	95%	Peer average 91%	≥ 94%	≥ 94%
	58%	76%	69%	77%	≥ 58%	≥ 58%
Occupancy rate of Council rental housing (measured by management reports)	94%		97%		90%	90%

Note: Survey percentages quoted exclude those who responded 'Don't Know'. We work to meet these measures through UrbanPlus.

GROUP UTILITY SERVICES

GROUP UTILITY SERVICES IS RESPONSIBLE FOR MANAGING THE COMMUNITY'S INFRASTRUCTURAL ASSETS IN THE FORM OF THE ROADING, WATER SUPPLY, WASTEWATER AND STORMWATER NETWORKS, THE WASTEWATER TREATMENT SYSTEM AND THE CITY'S LANDFILLS. THESE ASSETS ARE MAINTAINED TO AGREED LEVELS OF SERVICE SET OUT IN OUR ASSET MANAGEMENT PLANS.

ACTIVITY 7: ROADING AND TRAFFIC

What we do

Our 'Roading and Traffic' Activity includes:

- the professional and technical work involved in managing the city's roading network
- the improvement and day-to-day operation and maintenance of footpaths, road pavement/reconstruction/upgrades, traffic signals, signs, street lighting, parking services, bridge maintenance and various road safety activities.

We support this work through policy development, forward planning, road safety co-ordination, and various quality and safety management systems. We regard this as our core business.

Why we do it

Having the road corridor in public ownership ensures that all our residents have appropriate access to property and freedom of travel throughout Hutt City. We provide sealed roads, footpaths and street lights so that motor vehicles, bicycles and pedestrians can travel efficiently and safely. The Roading and Traffic Activity supports the city's outcomes related to Community Prosperity (page 32), Connected (page 35), Lifestyle (page 43), Regional Foundations (page 47), Sense of Place (page 50) and Strong and Tolerant Communities (page 53).

Effects on community wellbeing

The Roading and Traffic Activity promotes economic wellbeing in particular through encouraging growth and development of the city, and promotes cultural wellbeing through our Road Safety Programme along with our Cycling Strategy and Walking Strategy.

Looking at the potential for negative effects associated with this activity, our work in building new, and maintaining existing, roads can potentially cause noise, dust and traffic congestion, while road accidents can and will happen even on the most efficient road network.

All our roading contracts are governed by strict health, safety and quality requirements to keep the effects of road works to a minimum. This Community Plan includes funding for programmes that have been designed to promote traffic safety and reduce accident numbers and severity.

Projects planned to maintain current service levels over the next ten years

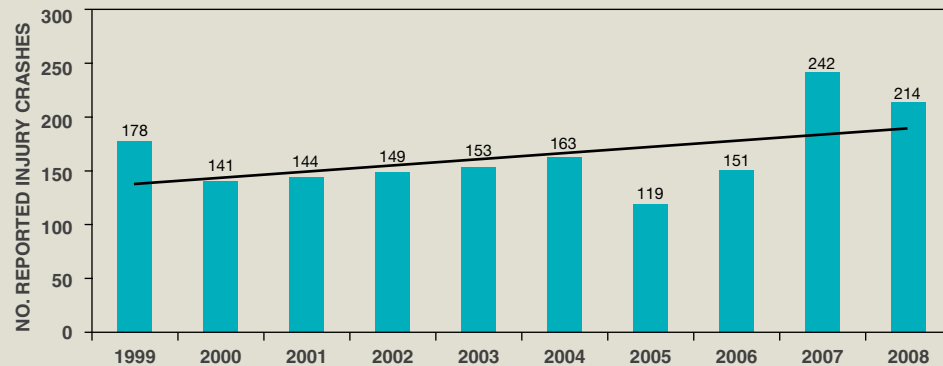
- annual carpark and footpath resurfacing
- annual road and footpath construction and pavement surfacing
- annual safety works
- pedestrian crossing, street name sign, street lighting and traffic signal maintenance.



MEASURE	ACHIEVED 2006/07		ACHIEVED 2007/08		TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with:		Peer average		Peer average		
→ street lighting	87%	89%	90%	89%	≥ 87%	≥ 89%
→ roads and gutters being free of litter	86%	76%	89%	76%	≥ 86%	≥ 86%
→ traffic control	82%	–	87%	–	≥ 82%	≥ 82%
→ footpaths	81%	79%	81%	79%	≥ 81%	≥ 79%
→ roads	74%	80%	80%	80%	≥ 74%	≥ 80%
→ parking in and around Hutt City	71%	61%	80%	61%	≥ 71%	≥ 72%
→ the safety and convenience of movement around city streets (measured by independent survey)	82%	–	87%	–	≥ 82%	≥ 82%
'Road Condition Index', which measures the condition of the road surface (measured by the NZ Transport Agency)	2.7		2.7		Hold or improve rating	Hold or improve rating
'Smooth Travel Exposure', which is a nationally accepted measure of road roughness (measured by the NZ Transport Agency)	75%		76%		Hold or improve rating	Hold or improve rating
Accident trend (measured by the NZ Transport Agency)	See graph		See graph		Contribute to a reducing trend over 10 years	Contribute to a reducing trend over 10 years

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ALL REPORTED INJURY CRASHES WITHIN LOWER HUTT LOCAL ROADS EXCLUDING STATE HIGHWAYS



KEY

NUMBER OF INJURY CRASHES REPORTED

TREND OF REPORTED CRASHES

The Water Supply Activity supports the city's outcomes related to Community Prosperity (page 32), Healthy Environment (page 39) and Regional Foundations (page 47).

Effects on community wellbeing

The Water Supply Activity promotes economic and environmental wellbeing in particular through providing for the growth and development of the city. Looking at the potential for negative effects associated with this activity, we work closely with Greater Wellington Regional Council to ensure that the amount of water we take remains within resource consent limits. We also have programmes and projects to ensure our water quality meets New Zealand's Drinking Water Standards. We continue to promote water conservation and are currently working on ways to ensure that our available water supplies keep pace with projected regional growth and demand.

ACTIVITY 8: WATER SUPPLY

What we do

We provide a sustainable and high-quality water supply to our community for domestic and commercial use. We buy bulk water from Greater Wellington Regional Council, and then distribute it to the community through our water supply system. We regularly monitor the water quality and plan for the city's future water supply, including any maintenance and upgrades needed to maintain the required service. We regard this as our core business.

Why we do it

In supplying high-quality, affordable water, we contribute to:

- our community's health
- community safety (through the water supply system's fire-fighting capability)
- industrial and residential development.

Projects planned to maintain current service levels over the next ten years

- ongoing water main, rider and services maintenance
- water supply maintenance projects
- reservoir upgrades.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with the city water supply (measured by independent survey)	97% (peer average 94%)	96% (peer average 94%)	≥ 95%	≥ 95%
Compliance with New Zealand Drinking Water Standards	Achieved full compliance with New Zealand Drinking Water Standards	Achieved full compliance with New Zealand Drinking Water Standards	Full compliance with New Zealand Drinking Water Standards	Full compliance with New Zealand Drinking Water Standards
Quality of water (measured by Ministry of Health) Note: 'b' grading means a satisfactory, low level of risk	Achieved a 'b' grading for the Hutt City water supply	Achieved a 'b' grading for the Hutt City water supply	Achieve 'b' grading from the Ministry of Health for the Hutt City water supply	Achieve 'b' grading from the Ministry of Health for the Hutt City water supply
Provide a reliable water supply service (measured by contract reports)	Achieved fewer than 0.2 unplanned supply cuts per 1000 connections	Achieved fewer than 1.48 unplanned supply cuts per 1000 connections	Fewer than four unplanned supply cuts per 1000 connections	Fewer than four unplanned supply cuts per 1000 connections
Respond promptly to water supply disruptions (measured by contract reports)	99%	99%	97% of requests responded to within one hour of notification	97% of requests responded to within one hour of notification
Maintain the average un-metered water consumption in Hutt City	Achieved less than 325 litres per head per day	Achieved less than 339 litres per head per day	–	Less than 350 litres per head per day

Note: Survey percentages quoted exclude those who responded 'Don't Know'. We work to meet these measures through Capacity.

ACTIVITY 9: WASTEWATER

What we do

We provide a piping network that takes household and commercial effluent to the Seaview Wastewater Treatment Plant, which treats it to public health and environmental standards. Opened in November 2001, the resource consents under which the Treatment Plant now operates ensure that all relevant standards are adhered to, and that full compliance with the Resource Management Act 1991 is achieved. The Plant's operation has led to a significant improvement to the environment. We regularly undertake maintenance and upgrades to maintain the required service levels. We regard this as our core business.

Why we do it

The Wastewater Activity supports the city's outcomes related to Community Prosperity (page 32), Healthy Environment (page 39) and Regional Foundations (page 47).

By collecting, treating and disposing of wastewater, we provide a service to residents and businesses that supports development in the city and protects the physical environment and our community's health.

Effects on community wellbeing

The Wastewater Activity promotes economic and environmental wellbeing in particular through providing for the growth and development of the city. Looking at the potential for negative effects associated with this activity, the capacity of our existing wastewater drainage systems may be exceeded in extreme weather events and result in wastewater overflows. This Community Plan includes initiatives designed to improve drainage capacity and performance across the city and target identified problem areas.

Projects planned to maintain current service levels over the next ten years

- sewer renewals and replacement
- Local Pumping Station annual maintenance
- wastewater network cyclic replacement.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with the city wastewater service (measured by independent survey)	96% (peer average 94%)	97% (peer average 94%)	≥ 95%	≥ 95%
No resource consent-related infringement notices received from Regional Council	100% compliance	100% compliance	No infringement notices	No infringement notices
Provide a reliable wastewater service (measured by contract reports)	Achieved 0.7 incidents	Achieved 1.01 incidents	Fewer than 1.2 wastewater incidents reported per kilometre of wastewater reticulation pipeline	Fewer than 1.2 wastewater incidents reported per kilometre of wastewater reticulation pipeline
Respond promptly to wastewater disruptions (measured by contract reports)	99%	99%	97% of requests responded to within one hour of notification	97% of requests responded to within one hour of notification

Note: Survey percentages quoted exclude those who responded 'Don't Know'. We work to meet these measures through Capacity.

ACTIVITY 10: STORMWATER

What we do

We provide a stormwater drainage system to manage the surface water run-off from urban catchments. Our objective is to achieve the best possible balance between the level of protection and the cost to our community. This includes maintaining and upgrading assets to maintain the required service levels. We regard this as our core business.

Why we do it

The Stormwater Activity supports the city's outcomes related to Community Prosperity (page 32), Healthy Environment (page 39) and Regional Foundations (page 47). Most of the development in Hutt City is concentrated on flat valley plains with the potential for flooding. We need to control stormwater to protect our community's health and safety and minimise property damage. A comprehensive stormwater system is the most efficient way to do this.

Effects on community wellbeing

The Stormwater Activity promotes economic wellbeing in particular through providing for the growth and development of the city, and promotes environmental wellbeing through our Stormwater Strategy. Looking at the potential for negative effects associated with this activity, the capacity of our existing stormwater drainage systems may be exceeded in extreme weather events and result in flooding and damage to property. This Community Plan includes initiatives designed to improve our drainage capacity and performance and target identified problem areas.

Projects planned to maintain current service levels over the next ten years

- stormwater maintenance works
- stormwater network renewals
- stormwater utilities renewals.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with the city stormwater service (measured by independent survey)	80% (peer average 89%)	86% (peer average 89%)	≥ 80%	≥ 80%
Provide a reliable stormwater service (measured by contract reports)	Achieved 0.12 incidents	Achieved 0.075 incidents	Fewer than one stormwater incident reported per kilometre of stormwater pipeline	Fewer than 0.5 stormwater incident reported per kilometre of stormwater pipeline
Achieve water quality at main recreational beaches (measured by contract reports)	Achieved Recreational Water Quality Standards	Achieved Recreational Water Quality Standards	90% of sampling days when water quality meets Ministry for the Environment guidelines	90% of sampling days when water quality meets Ministry for the Environment guidelines
Respond promptly to stormwater disruptions (measured by contract reports)	99%	98%	97% of requests responded to within one hour of notification	97% of requests responded to within one hour of notification

Note: Survey percentages quoted exclude those who responded 'Don't Know'. We work to meet these measures through Capacity.

ACTIVITY 11: SOLID WASTE

What we do

We manage contracts for the collection of the city's refuse and recycling, and own and operate two landfills where people and businesses can dispose of residual waste. We're working on 'Silverstream Stage Two', which will enable us to maintain current service levels when the area currently being used at Silverstream is full. We regard these activities as our core business.

Why we do it

The Solid Waste Activity supports the city's outcomes related to Healthy Environment (page 39) and Regional Foundations (page 47). Solid waste management is

necessary for the health and quality of life of the community, the local economy and the environment.

Effects on community wellbeing

The Solid Waste Activity promotes environmental wellbeing in particular, as uncontained refuse and litter can have detrimental health and environmental effects. We also have a number of educational programmes to promote waste reduction, reuse and recycling, and for the disposal of residual waste. We also own and operate landfills that fully comply with resource consent conditions and are managed and operated to 'best practice' standards. Looking at the potential for negative effects associated with this activity, environmental effects caused through failure to comply with resource consent

conditions has been identified as a possible risk that is addressed through our management techniques and 'best practice' standards. Poor recycling services could potentially lead to increased volumes of solid waste for disposal and the associated costs.

Projects planned to maintain current service levels over the next ten years

- cleanfill site development
- annual funding for Silverstream Landfill Stage 2
- Wainuiomata Landfill closure.

How we measure the service provided

MEASURE	ACHIEVED 2006/07		ACHIEVED 2007/08		TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with: → rubbish collection → refuse disposal (measured by independent survey)	93%	Peer average 89%	94%	Peer average 88%	≥ 93%	≥ 93%
	87%	83%	92%	82%	≥ 87%	≥ 87%
No resource consent-related infringement notices received from Regional Council	100% compliance		100% compliance		100% compliance	100% compliance

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

GROUP ENVIRONMENT

ACTIVITY 12: ENVIRONMENTAL MANAGEMENT

What we do

This activity includes:

- developing, implementing and monitoring the District Plan, relevant bylaws and other environmental policies and plans for Hutt City's sustainable development
- providing resource management and building consents and inspections, and environmental health and animal services
- regular monitoring to ensure compliance with legislative requirements, the District Plan, resource and building consent conditions and bylaw requirements

- inspections of business and food premises, certifications, liquor licensing law compliance and pollution and trade waste control, and monitoring beaches to promote and protect public health and safety
- monitoring and controlling noise and hazardous substances.

We regard these activities as our core business.

Why we do it

The Environmental Management Activity supports the city's outcomes related to Healthy Environment (page 39), Lifestyle (page 43), Regional Foundations (page 47) and Sense of Place (page 50). This activity is fundamental to achieving a clean, healthy, attractive and sustainable environment. It's also a legal requirement for Hutt City Council.

Effects on community wellbeing

The Environmental Management Activity promotes environmental wellbeing in particular through our District Plan and Earthquake Prone, Dangerous and Insanitary Buildings Policy. Looking at the potential for negative effects associated with this activity, people's perceptions of personal freedom can be reduced through the need for regulatory activities for the benefit of the wider community. Regulatory activities can also be interpreted as causing costs and delays by the users of those services.

Projects planned to maintain current service levels over the next ten years

- ongoing operational projects.

How we measure the service provided

MEASURE	ACHIEVED 2006/07		ACHIEVED 2007/08		TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with: → animal services → inspection services (eg. licences) → requests for service (measured by independent surveys)	82%	Peer average 79%	87%	Peer average 79%	≥ 82%	≥ 87%
	78%	67%	75%	67%	≥ 78%	≥ 75%
	88%	89%	84%	89%	≥ 88%	≥ 84%
Land Information Memoranda (LIMs) processed to comply with statutory requirements (measured by management reports)	92% processed within nine working days		96% processed within nine working days		90% processed within nine working days	90% processed within nine working days
Building consent/project information and resource consents processed to comply with the Building Code, Resource Management Act (RMA) and District Plan requirements (measured by computer database records)	87% of building consents processed within 15 working days 85% of non-notified land use consents processed within 18 working days		88% of building consents and 78% of non-notified land use consents processed within 18 working days		80% of building and non-notified land use consents processed within 18 working days	80% of building and non-notified land use consents processed within 18 working days
Requests for service referred to RMA Monitoring and Enforcement team responded to within required timeframes (measured by management and computer database reports)	New measure for 2008/09		New measure for 2008/09		80% acknowledged within 48 hours	80% acknowledged within 48 hours
Resource consents granted by Council are monitored in a timely manner (measured by management reports)	New measure for 2008/09		New measure for 2008/09		Monthly target of resource consents that require monitoring is set at 60	Monthly target of resource consents that require monitoring is set at 65
Building consents for fireplaces are processed in a timely manner (measured by computer database records)	New measure for 2009/10		New measure for 2009/10		New measure for 2009/10	100% processed within five working days



MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Building consents for solar panels are processed in a timely manner (measured by computer database records)	New measure for 2009/10	New measure for 2009/10	New measure for 2009/10	100% processed within five working days
Premises (eg, food outlets and liquor outlets) registered or licensed within 30 days of application (measured by computer database records)	97%	98%	90%	90%
Code of compliance certificates issued within 20 working days to comply with statutory requirements in the Building Act, or notices to fix issued (measured by computer database records)	98%	100%	100% issued within 20 working days	100% issued within 20 working days 80% issued within 18 working days
Dog pound open 300 days per year (measured by management reports)	Six days per week except for public holidays	300 days	300 days	300 days
Dog complaints are responded to within 30 minutes for dog attacks and 24 hours for other complaints (measured by management reports)	100%	100%	95%	95%
Noise complaints are responded to within 30 minutes (measured by management reports)	84%	85%	85%	85%

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ACTIVITY 13: EMERGENCY MANAGEMENT

What we do

This activity includes:

- developing, implementing and monitoring city-wide emergency management plans
- promoting community preparedness for emergencies
- working with other authorities in the region to plan for and respond to hazards, risks and emergencies.

We also have plans for dealing with and preventing rural fires, and maintain an in-house capacity to co-ordinate responses to civil defence and rural fire emergencies.

We regard these activities as our core business.

Why we do it

The Emergency Management Activity supports the city's outcomes related to Regional Foundations (page 47) and Sense of Place (page 50). This activity is fundamental to making sure our city is prepared for emergencies. We work according to the principles of 'reduce, readiness, response and recovery'.

Effects on community wellbeing

The Emergency Management Activity promotes economic and social wellbeing in particular through encouraging preparedness to cope in the event of a Civil Defence emergency. Looking at the potential for negative effects associated with this activity, emergency equipment such as sirens can create temporary noise effects. Emergency management response and recovery activities may also have a temporary adverse effect on community and environmental wellbeing while social systems and infrastructure are being rebuilt following an emergency event.

Projects planned to maintain current service levels over the next ten years

- ongoing operational projects
- Wainuiomata Bush Fire Force vehicle and headquarters.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Percentage of households that are prepared for a civil defence emergency (measured by independent survey)	56%	56%	60%	60%
We respond to emergencies in accordance with the Wellington Region Civil Defence Emergency Management Group Plan and the Civil Defence Emergency Management Act 2002 (measured by management reports and debrief notes)	100%	100%	100%	100%
We respond to rural fires in accordance with the Hutt City Rural Fire Plan and the Forest and Rural Fires Act 1977 and the Forest and Rural Fires Regulations 2005 (measured by Wellington Regional Rural Fire Committee)	100%	100%	100%	100%

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

GROUP ECONOMY

ACTIVITY 14: LOCAL URBAN ENVIRONMENT

What we do

We work to develop an urban environment that will enhance the city's image, attracting people, businesses and investment, and meet our community's needs and aspirations, while recognising the important role of our heritage and features.

We:

- implement environmental policies and plans for Hutt City's sustainable development, including environmental education and promotion
- run an annual waste-minimisation programme to promote the concept of 'reduce, reuse, recycle' to businesses and residents.

We regard these activities as our core business.

Why we do it

The Local Urban Environment Activity supports the city's outcomes related to Community Prosperity (page 32), Connected (page 35), Entrepreneurial and Innovative Culture (page 37), Healthy Environment (page 39) and Sense of Place (page 50). We recognise that our urban design and infrastructure must support our changing business and community environment. We manage and develop Hutt City's public spaces and preserve our heritage buildings because this benefits both businesses and our community. It contributes to our point of difference from other cities, supporting local cultures and enhancing how we identify ourselves. We manage our waste (through promoting recycling and waste reduction) to maintain our community's health and quality of life.

Effects on community wellbeing

The Local Urban Environment Activity promotes social, economic, environmental and cultural wellbeing through encouraging development of our urban environment while at the same time promoting sustainability through our Environmental Sustainability Strategy. In particular the Vision CBD 2030 and CBD Making Places (incorporating the CBD Masterplan) projects are working to improve the local urban environment and make it sustainable into the future. Looking at the potential for negative effects associated with this activity, urban design activities could result in temporary disruptions during any construction phase. Poor recycling services could potentially lead to increased volumes of solid waste for disposal and the associated costs.

Projects planned to maintain current service levels over the next ten years

- ongoing operational projects
- annual maintenance of Seaview/Gracefield banners.



How we measure the service provided

MEASURE	ACHIEVED 2006/07		ACHIEVED 2007/08		TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents feel a sense of pride in the way the city looks and feels (measured by independent survey)	86%		90%		≥ previous results	≥ previous results
Businesses feel a sense of pride in the way the city looks and feels (measured by independent survey)	76%		67%		≥ previous results	≥ previous results
Residents' satisfaction with:		Peer average		Peer average		
→ litter control	86%	76%	89%	76%	≥ 86%	≥ 89%
→ recycling	86%	91%	91%	91%	≥ 86%	≥ 91%
→ graffiti levels	84%	Not available	82%	Not available	≥ 84%	≥ 82%
(measured by independent survey)						
Percentage of households that have used the recycling service in the previous 12 months (measured by independent survey)	79%		86%		≥ 79%	≥ 86%
All residents have access to community recycling facilities (measured by management reports)	100%		100%		100%	100%
Tonnes of recycling per annum (measured by management reports)	7129		7479		Increasing	Increasing

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ACTIVITY 15: ECONOMIC DEVELOPMENT

What we do

We take a lead role in encouraging Hutt City's growth through:

- creating a business-friendly environment
- facilitating the expansion and creation of local businesses and employment
- increasing tourism and events in Hutt City
- contributing to regional growth through regional economic development.

We regard these activities as our core business.

Why we do it

The Economic Development Activity supports the city's outcomes related to Community Prosperity (page 32), Connected (page 35), Entrepreneurial and Innovative Culture (page 37) and Lifestyle (page 43). We know that individual businesses generally lack incentives to explore opportunities that benefit Hutt City as a whole, as well as themselves. By supporting the business sector and promoting Hutt City as a business location and vibrant city, we generate benefits for local enterprises and our residents.

Effects on community wellbeing

The Economic Development Activity promotes economic wellbeing in particular through our Economic Development Strategy, Visitor Strategy and Suburban Shopping Centres Fund Policy. Looking at the potential for negative effects associated with this activity, any focus on one area of the local economy could divert attention away from other equally important areas.

Projects planned to maintain current service levels over the next ten years

- ongoing operational projects.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Businesses' satisfaction with economic development programmes (measured by business survey)	85%	90%	≥ 85%	≥ 85%
Residents' satisfaction with the Visitor Information Centre (measured by independent survey)	91%	Not measured	≥ 91%	≥ 91%
Hutt City's economic performance according to the annual Economic Development Strategy report to Council, which includes measures such as: → number of businesses → number of full-time equivalents (FTEs) in the workforce → Gross Domestic Product (GDP) (measured by Business Economic Research Ltd)	→ up 1.9% → up 2.0% → up 3.6%	→ sixth ranked number of businesses growth → seventh ranked job growth → second ranked GDP growth	Improvement in relative ranking with other cities measured. Working towards a 10-15% increase in number of businesses, number of FTEs and GDP by 2014.	Improvement in relative ranking with other cities measured. Working towards a 10-15% increase in number of businesses, number of FTEs and GDP by 2014, and a 30% increase by 2019.

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

GROUP ORGANISATION

ACTIVITY 16: ELECTED MEMBERS

What we do

Elected members of Hutt City Council have an important role in the community. They:

- provide a governance role for the city
- set Council's strategic direction, including determining the activities we undertake (within legal parameters)
- monitor our performance on behalf of the city's residents and ratepayers.

Our governance structure includes community boards and community committees, which provide local input into our decision-making. You can read more about them in 'Our community' on page 140.

Why we do it

The Elected Members Activity supports the city's outcomes related to Strong and Tolerant Communities (page 53). This ensures sound governance and robust decision-making within Hutt City.

Effects on community wellbeing

The Elected Members Activity promotes social wellbeing in particular through our Consultation Policy, but also promotes social, economic, environmental and cultural wellbeing through contributing to projects Council-wide. Looking at the potential for negative effects associated with this activity, there is a risk that some portions of the population are not represented adequately. This is mitigated through our consultation and engagement practices.

Projects planned to maintain current service levels over the next ten years

- ongoing operational projects.



How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Residents' satisfaction with the Mayor's and councillors' performance (measured by independent survey)	88% (peer average 89%)	94% (peer average 89%)	≥ 88%	≥ 90%
Residents' satisfaction with the way we spend their rates (measured by independent survey)	81% (peer average 79%)	86% (peer average 79%)	≥ 81%	≥ 83%
Residents' satisfaction with our public consultation (measured by independent survey)	New measure for 2009/10 onwards	New measure for 2009/10 onwards	New measure for 2009/10 onwards	Improvement

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

ACTIVITY 17: ADVICE AND SUPPORT

What we do

This activity comprises the processes that support our decision-making, such as strategic planning, policy development and monitoring and reporting.

Why we do it

The Advice and Support Activity supports the city's outcomes related to Community Prosperity (page 32), Lifestyle (page 43), Strong and Tolerant Communities (page 53) and Healthy and Educated Community (page 55). Professional advice and support are necessary to help us and community boards and committees to make informed decisions on behalf of our community.

Effects on community wellbeing

The Advice and Support Activity promotes social, economic, environmental and cultural wellbeing through contributing to projects Council-wide. Looking at the potential for negative effects associated with this activity, there is a possibility that providing advice that balances the needs and wants of the local community in the interests of the public good will cause a negative effect on individuals or groups.

Projects planned to maintain current service levels over the next ten years

- ongoing operational projects.

How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Councillors are satisfied or more than satisfied with the formal advice they receive from officers (measured by internal survey)	100%	100%	80%	80%
Councillors are satisfied or more than satisfied with responses to requests for help from officers (measured by internal survey)	New measure for 2008/09	New measure for 2008/09	80%	80%
Community board and community committee members are satisfied or more than satisfied with the formal advice they receive from officers (measured by internal survey)	72.5%	75%	80%	80%
Community board and community committee members are satisfied or more than satisfied with responses to requests for help from officers (measured by internal survey)	New measure for 2008/09	New measure for 2008/09	80%	80%

Note: Survey percentages quoted exclude those who responded 'Don't Know'.



ACTIVITY 18: MANAGING SERVICES

What we do

'Managing Services' incorporates the organisational support functions that help us to provide our other activities efficiently and effectively.

Why we do it

The Managing Services Activity contributes to all community outcomes by supporting all our other activities.

Effects on community wellbeing

The Managing Services Activity promotes social, economic, environmental and cultural wellbeing through providing services which support all other activities across the

How we measure the service provided

MEASURE	ACHIEVED 2006/07	ACHIEVED 2007/08	TARGET 2008/09	TARGET 2009/10 TO 2018/19
Staff turnover (measured by management reports)	12%	13.7%	Less than 15%	Less than 14%
Legal and policy requirements (measured by management reports)	No significant instances of non-compliance	No significant instances of non-compliance	No significant instances of non-compliance	No significant instances of non-compliance
Work-related accidents (measured by management reports)	Five work-related accidents resulted in time off work	Four work-related accidents resulted in time off work	Fewer than six resulting in time off work	Fewer than six resulting in time off work

Note: Survey percentages quoted exclude those who responded 'Don't Know'.

organisation, such as Human Resources Management, Financial Management, Corporate Strategy and Risk, Corporate Counsel and Information Services, and by contributing to projects Council-wide. Any potential negative effects associated with supporting all the Council's other activities have been identified under each activity.

Projects planned to maintain current service levels over the next ten years

- core system replacement/upgrades
- corporate application/hardware replacement and software purchases
- computer and network maintenance projects
- server replacement, IT storage and disaster recovery capability
- internet and intranet maintenance projects.



Cycle safety child-size

Young bikers can now learn all about cycle safety at Avalon Park's Fulton Hogan cycle park. The park has all the road signs and markings you'd find on a normal road but on a child-size scale and without the danger of vehicle traffic. There's even a rail crossing where the Lions Club model train intersects the cycle track. James and mum Sarah checked out the park over the summer holidays.



Financing Our Work



FINANCING OUR WORK

NOW THAT WE'VE SET SOME TARGETS FOR OUR WORK IN THE NEXT 10 YEARS, WE NEED TO CONSIDER HOW WE'RE GOING TO PAY FOR IT.

That's what this section is about. It shows you how we plan to manage our money between 2009 and 2019 according to each Council group and the 18 key activities for which they are responsible. It covers our capital and operating projects, our estimated income and expenditure, and the costs and sources of funds.

PRIORITISING OUR SPENDING

It's always a challenge to balance requests for new funding with the need to keep going on projects that will help us to achieve the goals our community believes should be our priorities. We typically provide for 200-300 projects every year – and of course we're always aware of the effect of rate increases to fund our spending.

Our Financial Strategy aims to:

- maintain general rate increases at below the rate of inflation every year, plus half a percent to account for growth in the rating base through new developments in the city
- reduce net debt to below \$60 million by 2011 and below \$30 million by 2015.

As we've already discussed, this is all with the goal of strengthening our financial position so we'll be well placed for the anticipated projects and programmes that will need funding in the next 20 to 30 years.

TYPES OF EXPENDITURE

We have two types of spending:

- 'capital expenditure', which is spending that will increase the value of our assets
- 'operating expenditure', which goes on significant projects that don't result in either the creation of new Council assets or an increase in the values of existing assets.

The projects funded by these two types of expenditure (capital projects and operating projects) are covered in the tables that follow.

The capital projects are those we've identified in our asset management plans to maintain and improve our existing services while meeting future service needs.

Capital expenditure will be funded by loans, capital contributions, transfers from reserves, rate funded depreciation charges and asset sales. More detail is provided in the Funding Impact Statement (see page 213).

You'll find the estimated cost of each project in the Forecast Financial Statements (see page 187). Note that some project costs include a component to cover anticipated future increases in demand for our facilities as a result of growth in the city. Our Policy on Development and Financial Contributions (see page 257) summarises this type of capital expenditure and how it is to be funded.

Road projects in Activity 7 (Roading and Traffic) will qualify for subsidies from the NZ Transport Agency. The base subsidy rate that applies to operating and capital maintenance works is 47% and 57% for NZTA approved capital development projects.

You'll find the rationale for our funding decisions in relation to each key activity in our Revenue and Financing Policy on page 236.

**INCOME: FOR THE WHOLE OF COUNCIL****WHOLE OF COUNCIL – PROSPECTIVE INCOME STATEMENT**

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000
REVENUE				
General rates & other rate charges	77,570	80,087	82,260	84,409
User charges	26,565	30,100	29,858	30,367
Operating contributions	3,477	3,555	3,666	3,767
Upper Hutt CC operating contribution	2,458	2,481	2,538	2,489
Capital contributions	5,096	5,460	5,672	14,504
Interest on investments	152	150	(33)	35
Other revenue	2,281	2,347	2,197	2,118
Total revenue	117,599	124,180	126,158	137,689
EXPENDITURE				
Employee costs	23,496	25,710	26,379	27,048
Support costs	–	–	–	–
Operating costs	60,509	63,133	63,979	65,092
Interest expense	5,602	4,418	3,685	3,020
Depreciation	23,976	27,459	27,182	27,521
Total expenditure	113,583	120,720	121,225	122,681

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000
OPERATING SURPLUS BEFORE REVALUATION GAINS				
Revaluation gains/(losses)	4,016	3,460	4,933	15,008
	(4,000)	800	800	1,000
SURPLUS BEFORE TAX	16	4,260	5,733	16,008
Taxation	–	–	–	–
SURPLUS AFTER TAX	16	4,260	5,733	16,008
Gains on Asset Revaluation	109,644	–	–	–
SURPLUS AFTER REVALUATION GAINS AND LOSSES	109,660	4,260	5,733	16,008

GROUP PEOPLE

CAPITAL PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
1. LIBRARIES										
Maintenance										
Library Stock Replacement	\$733	\$757	\$783	\$801	\$821	\$840	\$860	\$880	\$902	\$924
Library Furniture & Equipment Maintenance	\$75	\$41	\$43	\$44	\$45	\$46	\$47	\$48	\$49	
Library Shelving Replacement			\$80	\$27						
New/Improvements										
Digitisation	\$20	\$10	\$11							
Eastbourne Library Refurbishment	\$60	\$10								
Community Libraries Security System	\$75	\$52	\$53	\$55						
Wainuiomata Library Refurbishment			\$96							
2. MUSEUMS										
Maintenance										
Dowse Museum Building, Fittings & Equipment Maintenance	\$2	\$13	\$117	\$22	\$29	\$38	\$56	\$35	\$35	
Settlers Museum Building, Fittings & Equipment Maintenance				\$3	\$6	\$9	\$11	\$10	\$37	
New/Improvements										
Dowse Museum Deck Barrier	\$35									
Dowse New Artworks	\$15	\$15	\$16	\$16	\$17	\$17	\$18	\$18		
Petone Settlers Museum Collection Acquisitions	\$3	\$3	\$3	\$3	\$3	\$3	\$4	\$4		
Petone Settlers Museum New Gallery Lighting			\$27					\$30		
3. AQUATICS & RECREATION										
Maintenance										
Huia Pool Replace Boiler		\$52								
Naenae Pool Replace Filters						\$346				
Other Projects	\$354	\$420	\$344	\$411	\$427	\$442	\$459	\$546	\$566	\$592
Stokes Valley Pool Replace Heat Coil, Ducting & Supply Fan		\$49								
Wainuiomata Pool Replace Filters				\$273						
Walter Nash Stadium Building, Fittings & Equipment Maintenance	\$90	\$35	\$217	\$148	\$95	\$109	\$136	\$66	\$173	\$66

FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
Kelson Reserve Development [Funded from Reserve Fund]			\$211							
Korohiwa Recreation Area [Funded from Reserve Fund]	\$100									
Memorial Park Synthetic Turf [Funded from Reserve Fund]	\$10		\$528							
Mountain Bike Park [Funded from Reserve Fund]	\$140	\$31	\$32	\$33	\$34	\$34	\$35	\$37	\$37	\$38
New Cemetery Development, Akatarawa Road								\$97		
New Tracks/Track Upgrades [Funded from Reserve Fund]					\$112	\$115	\$118	\$122		
Otonga School Site Development [Funded from Reserve Fund]			\$211							
Percy Scenic Reserve Development [Funded from Reserve Fund]	\$225				\$112					
Petone Foreshore Improvements [Funded from Reserve Fund]						\$344		\$365		
Poto Road Reserve Development [Funded from Reserve Fund]			\$211							
Rugby World Cup Hutt Rec Improvements [Funded from Reserve Fund]	\$350									
Sportsgrounds Artificial Training Areas [Funded from Reserve Fund]					\$448					
Te Whiti Park New Changing Rooms [Funded from Reserve Fund]								\$61	\$1,249	
Trafalgar Park Bollards [Funded from Reserve Fund]	\$20									
Trafalgar Park New Toilets/Fence [Funded from Reserve Fund]			\$74			\$172				
Tutukiwi Orchid House Improvements [Funded from Reserve Fund]	\$185									
Wainuiomata Garden of Remembrance Development								\$262		
Walter Mildenhall Park Upgrade [Funded from Reserve Fund]			\$106	\$109						
Walter Nash Reserve Upgrade [Funded from Reserve Fund]						\$23	\$355			
Whiorau Reserve Development [Funded from Reserve Fund]			\$79	\$136						
6. PROPERTY										
Maintenance										
Admin Building Maintenance	\$65	\$31	\$106	\$109	\$90	\$172		\$183	\$87	\$256
Avalon Park Pavilion Maintenance		\$51				\$57		\$73		\$102
CBD Community Resource Centre Maintenance	\$28			\$33						\$38
Community Halls Maintenance	\$160	\$139	\$211	\$273	\$218	\$69	\$177		\$225	\$256
Community Houses Maintenance	\$35	\$15			\$34		\$59		\$75	\$192
Horticultural Hall Maintenance		\$108		\$27	\$157	\$115	\$24	\$122	\$62	
Korohiwa Bus Barn Maintenance						\$172				\$230



FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
Libraries Building Maintenance	\$30	\$41	\$42		\$34		\$165		\$87	\$192
Little Theatre Maintenance	\$15	\$31		\$11			\$165		\$62	
Minoh Friendship House Maintenance	\$20	\$10			\$56		\$95	\$97		\$115
Miscellaneous Rentals Maintenance	\$20	\$21	\$63	\$27		\$69		\$49		\$154
Singles Houses (Reserves) Maintenance	\$44	\$21		\$65			\$118		\$75	\$115
New/Improvements										
Admin Building Improvements			\$211							
Admin Building Strengthening								\$24,360		
Avalon Park Maintenance	\$20									
Community Halls Improvements	\$114	\$288	\$317	\$44	\$112	\$115	\$35	\$97	\$125	\$128
Community Resource Centre					\$56					
Halls Upgrade Men's Shed	\$10									
Horticultural Hall Improvements							\$71			
Korohiwa Bus Barn Redevelopment	\$2,200									
Library Buildings Improvements	\$9	\$41		\$65	\$90	\$46		\$61	\$62	\$90
Little Theatre Improvements		\$123		\$33						\$77
Little Theatre Sound & Lighting Improvements	\$50									
Minoh Friendship House Improvements							\$130			
Taita Hall Improvements	\$20									
The Pavilion Improvements					\$134					
Toilets Upgrade	\$50	\$359	\$422	\$436					\$125	
Town Hall Improvements		\$123	\$158	\$164						

OPERATING PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000
2. MUSEUMS	
Settlers Museum Feasibility Study	\$39
3. AQUATICS & RECREATION	
Events Funding	\$299
Sportsville Hutt City	\$120
Walter Nash Feasibility	\$44
4. PARKS & RESERVES	
Canopy Weed Control	\$38
Fraser Park Hockey Turf Grant	\$100
Hutt River Trail	\$12
Mitchell Park Tennis Courts Grant	\$200
NI Brown Kiwi	\$5
Problem Tree Removal	\$265
Waiwhetu Stream Working Group	\$32

FOR THE YEAR ENDING 30 JUNE	2010 \$000
5. COMMUNITY SUPPORT	
Arts & Culture Funding	\$89
Citizens Advice Bureau Funding	\$64
Cadet Unit Support	\$15
Community Grants Contestable Fund	\$176
Community Houses Funding	\$255
International Year of the Volunteer	\$2
Marae Funding	\$120
Men's Shed Grant	\$20
Safety Initiatives	\$197
Scholarships	\$10
Social Development Projects	\$30
Youth Centre	\$158
Youth Infusion	\$10
6. PROPERTY	
Review of Community Halls	\$60



1. LIBRARIES

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	479	676	698	722
Total revenue	479	676	698	722
EXPENDITURE				
Employee costs	3,443	3,669	3,764	3,860
Support costs	2,236	2,075	2,143	2,218
Operating costs	704	907	937	968
Interest expense	51	38	32	27
Depreciation	681	763	734	755
Total expenditure	7,115	7,452	7,610	7,828
DEFICIT BEFORE TAX	(6,636)	(6,776)	(6,912)	(7,106)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(6,636)	(6,776)	(6,912)	(7,106)
Total rates funding requirement	(6,636)	(6,776)	(6,912)	(7,106)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(825)	(808)	(799)	(906)
Capital expenditure – improving services	(490)	(155)	(72)	(160)
Less depreciation	681	763	734	755
Total loan funding surplus	(634)	(200)	(137)	(311)
TOTAL FUNDING REQUIREMENT	(7,270)	(6,976)	(7,049)	(7,417)

2. MUSEUMS

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	263	189	195	202
Other revenue	443	215	222	230
Total revenue	706	404	417	432
EXPENDITURE				
Employee costs	1,151	1,153	1,184	1,214
Support costs	544	628	648	672
Operating costs	994	937	884	850
Interest expense	78	58	49	39
Depreciation	346	384	375	369
Total expenditure	3,113	3,160	3,140	3,144
DEFICIT BEFORE TAX	(2,407)	(2,756)	(2,723)	(2,712)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(2,407)	(2,756)	(2,723)	(2,712)
Total rates funding requirement	(2,407)	(2,756)	(2,723)	(2,712)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(116)	(2)	(13)	(117)
Capital expenditure – improving services	(58)	(53)	(19)	(46)
Less depreciation	346	384	375	369
Total loan funding surplus	172	329	343	206
TOTAL FUNDING REQUIREMENT	(2,235)	(2,428)	(2,380)	(2,506)

3. AQUATICS AND RECREATION

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	1,967	2,273	2,359	2,439
Capital contributions	–	–	–	7,583
Other revenue	465	673	695	718
Total revenue	2,432	2,946	3,054	10,740
EXPENDITURE				
Employee costs	2,544	2,916	2,992	3,068
Support costs	639	644	664	688
Operating costs	2,768	2,808	2,867	2,964
Interest expense	80	60	50	40
Depreciation	658	843	852	1,036
Total expenditure	6,689	7,271	7,425	7,796
SURPLUS/(DEFICIT) BEFORE TAX	(4,257)	(4,325)	(4,371)	2,944

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(4,257)	(4,325)	(4,371)	2,944
Add capital contributions	–	–	–	(7,583)
Total rates funding requirement	(4,257)	(4,325)	(4,371)	(4,639)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(206)	(444)	(556)	(561)
Capital expenditure – improving services	(175)	–	(1,446)	(6,024)
Less capital contributions	–	–	–	7,583
Less depreciation	658	843	852	1,036
Total loan funding surplus	277	399	(1,150)	2,034
TOTAL FUNDING REQUIREMENT	(3,980)	(3,926)	(5,521)	(2,605)

4. PARKS AND RESERVES

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	937	971	1,003	1,037
Capital contributions	604	550	568	587
Other revenue	46	19	19	20
Total revenue	1,587	1,540	1,590	1,644
EXPENDITURE				
Employee costs	651	940	965	989
Support costs	522	546	562	582
Operating costs	7,026	8,379	8,127	8,356
Interest expense	625	469	395	317
Depreciation	857	1,075	1,068	1,072
Total expenditure	9,681	11,409	11,117	11,316
DEFICIT BEFORE TAX	(8,094)	(9,869)	(9,527)	(9,672)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(8,094)	(9,869)	(9,527)	(9,672)
Add capital contributions	(604)	(550)	(568)	(587)
Total rates funding requirement	(8,698)	(10,419)	(10,095)	(10,259)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(647)	(699)	(530)	(820)
Capital expenditure – improving services	(1,020)	(1,410)	(36)	(1,568)
Less capital contributions	604	550	568	587
Less depreciation	857	1,075	1,068	1,072
Total loan funding surplus	(206)	(484)	1,070	(729)
TOTAL FUNDING REQUIREMENT	(8,904)	(10,903)	(9,025)	(10,988)

5. COMMUNITY SUPPORT

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000
REVENUE				
User charges	20	20	21	21
Other revenue	158	243	251	259
Total revenue	178	263	272	280
EXPENDITURE				
Employee costs	614	709	727	746
Support costs	460	586	605	626
Operating costs	1,396	1,420	1,422	1,471
Total expenditure	2,470	2,715	2,754	2,843
DEFICIT BEFORE TAX	(2,292)	(2,452)	(2,482)	(2,563)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(2,292)	(2,452)	(2,482)	(2,563)
Total rates funding requirement	(2,292)	(2,452)	(2,482)	(2,563)
TOTAL FUNDING REQUIREMENT	(2,292)	(2,452)	(2,482)	(2,563)

6. PROPERTY

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	751	959	1,036	1,066
Capital contributions	350	350	–	–
Total revenue	1,101	1,309	1,036	1,066
EXPENDITURE				
Support costs	(1,211)	(1,303)	(1,345)	(1,393)
Operating costs	2,733	2,675	2,708	2,784
Interest expense	375	282	237	190
Depreciation	1,356	1,878	1,779	1,752
Total expenditure	3,253	3,532	3,379	3,333
DEFICIT BEFORE TAX	(2,152)	(2,223)	(2,343)	(2,267)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(2,152)	(2,223)	(2,343)	(2,267)
Add capital contributions	(350)	(350)	–	–
Total rates funding requirement	(2,502)	(2,573)	(2,343)	(2,267)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(599)	(417)	(467)	(422)
Capital expenditure – improving services	(1,470)	(2,473)	(935)	(1,109)
Less capital contributions	350	350	–	–
Less depreciation	1,356	1,878	1,779	1,752
Less asset sales	2,400	6,870	12,403	2,831
Total loan funding surplus	2,037	6,208	12,780	3,052
TOTAL FUNDING REQUIREMENT	(465)	3,635	10,437	785



GROUP UTILITY SERVICES

CAPITAL PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
7. ROADING AND TRAFFIC										
Maintenance										
Carpark Resurfacing	\$51	\$53	\$54	\$56	\$57	\$58	\$60	\$61	\$63	\$64
Footpath Resurfacing & Replacement	\$205	\$212	\$218	\$223	\$229	\$235	\$240	\$246	\$252	\$258
Minor Road & Footpath Construction	\$72	\$74	\$76	\$78	\$80	\$82	\$84	\$86	\$88	\$91
Minor Safety Works (Subsidy: 58%)	\$51	\$53	\$54	\$56	\$57	\$58	\$60	\$61	\$63	\$64
Pavement Surfacing (Subsidy: 48%)	\$4,640	\$4,705	\$4,328	\$3,673	\$3,764	\$3,855	\$3,943	\$4,041	\$4,142	\$4,243
Pavements – Area Wide Pavement Treatment (Subsidy: 48%)	\$1,255	\$1,526	\$2,201	\$2,453	\$2,513	\$2,574	\$2,633	\$2,698	\$2,765	\$2,833
Pavements – Road Smoothing (Subsidy: 58%)				\$867	\$888	\$909	\$930	\$953	\$977	\$1,001
Pavements – Wainuiomata Hill Rd Safety Seal (Subsidy: 58%)	\$570	\$578	\$615	\$600	\$614	\$629	\$644	\$659	\$676	\$692
Parking Pay & Display Extension					\$335	\$343	\$351			
Pedestrian Crossing Renewal (Subsidy: 58%)	\$31	\$32	\$33	\$34	\$35	\$35	\$36	\$37	\$38	\$39
Road Reconstruction (Heretaunga Street) (Subsidy: 18%)			\$431							
Road Reconstruction (Outyears) (Subsidy: 18%)				\$462	\$455	\$466		\$488	\$500	
Street Name Sign Replacement (Subsidy: 48%)	\$20	\$21	\$21	\$22	\$22	\$23	\$23	\$24	\$25	\$25
Streetlight Lantern Replacement Programme (Subsidy: 48%)	\$51	\$53	\$54	\$56	\$57	\$58	\$60	\$61	\$63	\$64
Streetlight Standard Replacement (Subsidy: 48%)	\$20	\$21	\$21	\$22	\$22	\$23	\$23	\$24	\$25	\$25
Traffic Signal Replacement (Subsidy: 48%)	\$150	\$155	\$159	\$164	\$184	\$194	\$199	\$204	\$209	\$214
New/Improvements										
Bridge Seismic Strengthening (Hutt Road Overbridge) (Subsidy: 58%)			\$531							
Bridge Seismic Strengthening (Wingate/ Wainui Rd/Seaview Rd) (Subsidy: 58%)								\$402		
Broadband Ducting	\$21	\$22	\$22	\$23	\$23	\$24	\$25	\$25	\$26	\$26
Connolly Street Stopbank Project (NZTA Subsidy) (Subsidy: 100%)		\$258	\$477	\$327						
Cycleway Network Development (Subsidy: 58%)	\$351	\$363	\$372	\$383	\$392	\$402	\$411	\$421	\$431	\$442
Eastern Bays Walkway (Subsidy: 58%)		\$279	\$76	\$78	\$80	\$82	\$84	\$86	\$88	\$91
Land Purchase for Roads	\$85	\$10	\$11	\$11	\$11	\$11	\$12	\$12	\$12	\$13

FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
Local Area Traffic Management (Subsidy: 58%)	\$51	\$53	\$54	\$56	\$57	\$58	\$60	\$61	\$63	\$64
Melling/SH 2 Interchange Upgrade – Associated Works (Subsidy: 58%)							\$4,797			
New Pedestrian Crossings (Subsidy: 58%)	\$51	\$53	\$54	\$56	\$57	\$58	\$60	\$61	\$63	\$64
Reconstruction Improvements		\$83	\$85		\$89	\$92		\$96	\$98	
Roading Network Improvements							\$17,971			
State Highway 2 Upgrade	\$50									
Substandard Road Upgrading (Subsidy: 13%)	\$450	\$517		\$273	\$279	\$286	\$293	\$300	\$307	\$315
Traffic Safety Improvements (Subsidy: 58%)	\$350	\$413	\$424	\$436	\$447	\$458	\$468	\$480	\$492	\$504
Wainuiomata Hill Summit Bridge (Subsidy: 58%)			\$849							
Witako/Waterloo Rd Intersection Improvements (Subsidy: 58%)				\$279						
8. WATER SUPPLY										
Maintenance										
Bledisloe Crescent Watermain, Ridermain and Services Renewal Stage 1 – Wainuiomata	\$255									
Buller Wilkie Watermain Renewal – Naenae	\$72									
Konini Reservoir Roof Upgrade Work	\$260									
Main Road Watermain and Services Renewal Stage 3 – Wainuiomata	\$347									
Minor Works – Non Discrete Asset Renewals	\$150									
Other Maintenance Projects beyond 2009/10		\$1,470	\$1,699	\$1,798	\$1,904	\$2,007	\$2,059	\$2,115	\$2,169	\$2,701
Pharazyn Street Pumping Station Renewal	\$150	\$153								
Pumping Stations Minor Works	\$43	\$47	\$52	\$53	\$54	\$56	\$57	\$59	\$60	\$62
Reservoir Hatch Security	\$25									
Reservoir Minor Works	\$67	\$36	\$52	\$39	\$214	\$126	\$54	\$43	\$48	\$62
Scada Renewal	\$26	\$26	\$26	\$27	\$27	\$28	\$29	\$176	\$30	\$37
Woodvale Grove Watermain, Ridermain and Services Renewal – Eastern Hutt	\$120									
New/Improvements										
Reservoir Construction Eastern Bays Stage 1 – Design and Consents Fees									\$181	
Emergency Supply Point (Valving)				\$85						
Emergency Water Storage Tanks					\$163					
Trunk Watermain Connection – Kelson/Fairway				\$372						

FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
Trunk DBO Pipeline Cyclic Replacement	\$90									
Trunk Non-DBO Pumping Station Te Marua Flow Meter Installation (Subsidy: 32%)		\$18								
Trunk Type A Asset Development (Subsidy: 32%)	\$350	\$357	\$364	\$212	\$218	\$223	\$229	\$235	\$301	\$803
Trunk Type B Network Development (Subsidy: 32%)	\$350			\$266	\$708	\$503	\$3,265	\$235	\$241	\$247
Type A Network Development Carryover (Subsidy: 37%)	\$300									
Type B Network Development Carryover (Subsidy: 37%)	\$250									
10. STORMWATER										
Maintenance										
Minor Works Non Discrete Asset Renewals	\$120									
Pine Tree Lane/Korokoro Stormwater Renewal	\$110									
Scada Renewal	\$26	\$36	\$26	\$27	\$27	\$28	\$29	\$176	\$30	\$31
Other Maintenance Projects beyond 2009/10		\$475	\$503	\$539	\$584	\$637	\$698	\$772	\$792	\$757
Pumping Stations Minor Works	\$77	\$77	\$78	\$80	\$82	\$84	\$86	\$88	\$90	\$93
Udy Street (Richmond Street to Britannia Street) Stormwater Renewal	\$165									
Waiwhetu Stream Stormwater Outlets Renewals (In Association with the Waiwhetu Project)	\$68									
New/Improvements										
Adelaide Street Stormwater Upgrade									\$473	
Ariki Street Stormwater Upgrade							\$321			
Awamutu Stream Stormwater Upgrade	\$431	\$1,399	\$849	\$2,098	\$1,819	\$45	\$286			
Beach Stormwater Outlets Upgrade									\$482	
Black Creek Stage 3 Bridges Upgrade	\$206	\$1,634	\$802							
Boulcott Stopbank Project – HCC Contribution		\$255	\$260	\$319						
East Street/Petone Stormwater Upgrade					\$103					
Esplanade Stormwater Upgrade								\$411		
Heketara Street/Pukatea Street Stormwater Upgrade										\$736
Hutt River Backflow Electrical Stormwater Upgrade					\$218		\$229		\$241	
Hutt River Floodplain Stormwater Outlets Upgrade	\$289				\$272		\$286			
Jessie Street/Petone Stormwater Upgrade								\$368		
Manuka Street Stormwater Upgrade			\$625							



FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
Melling Road Pumping Station Installation										\$618
Moera Street Stormwater Upgrade									\$422	
Percy Cameron Stormwater Upgrade								\$411		
Queen Street Stormwater Upgrade				\$744						
Rutherford Street Pumping Station Installation										\$618
Victoria Street/Humes Street Stormwater Upgrade					\$392	\$235				
Waiwhetu Stream Contribution to Remediation (In Association with the Waiwhetu Project)	\$1,500	\$1,532								
Walter Road Stormwater Upgrade					\$353					
11. SOLID WASTE										
New/Improvements										
Cleanfill Site Development	\$20	\$21								
Silverstream Landfill Stage Two	\$600	\$1,673	\$1,869	\$1,640	\$767	\$1,427	\$950	\$1,207	\$1,993	\$1,474
Wainuiomata Landfill – Closure Costs				\$383						

OPERATING PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000
7. ROADING AND TRAFFIC	
Cross Valley Link Study	\$150
9. WASTEWATER	
DBO Main Outfall Leak Invest & Repairs	\$300

7. ROADING AND TRAFFIC

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	3,177	3,194	3,299	3,388
Operating contributions	3,127	3,351	3,461	3,555
Capital contributions	3,430	4,012	4,446	5,488
Other revenue	530	520	537	552
Total revenue	10,264	11,077	11,743	12,983
EXPENDITURE				
Employee costs	1,034	1,089	1,117	1,145
Support costs	2,064	2,214	2,284	2,366
Operating costs	9,818	10,030	10,185	10,461
Interest expense	1,985	1,490	1,254	1,007
Depreciation	7,294	8,688	8,618	8,653
Total expenditure	22,195	23,511	23,458	23,632
DEFICIT BEFORE TAX	(11,931)	(12,434)	(11,715)	(10,649)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(11,931)	(12,434)	(11,715)	(10,649)
Add capital contributions	(3,430)	(4,012)	(4,446)	(5,488)
Total rates funding requirement	(15,361)	(16,446)	(16,161)	(16,137)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(6,398)	(7,116)	(7,482)	(8,265)
Capital expenditure – improving services	(1,124)	(1,409)	(2,049)	(2,956)
Less capital contributions	3,430	4,012	4,446	5,488
Less depreciation	7,294	8,688	8,618	8,653
Total loan funding surplus	3,202	4,175	3,533	2,920
TOTAL FUNDING REQUIREMENT	(12,159)	(12,271)	(12,628)	(13,217)

8. WATER SUPPLY

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	2,295	2,260	2,307	2,354
Capital contributions	48	115	124	137
Total revenue	2,343	2,375	2,431	2,491
EXPENDITURE				
Support costs	326	306	316	327
Operating costs	8,987	9,406	9,604	9,796
Interest expense	685	515	433	348
Depreciation	2,615	2,923	2,872	2,841
Total expenditure	12,613	13,150	13,225	13,312
DEFICIT BEFORE TAX	(10,270)	(10,775)	(10,794)	(10,821)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(10,270)	(10,775)	(10,794)	(10,821)
Add capital contributions	(48)	(115)	(124)	(137)
Total rates funding requirement	(10,318)	(10,890)	(10,918)	(10,958)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(907)	(1,515)	(1,732)	(1,829)
Capital expenditure – improving services	(665)	–	–	–
Less capital contributions	48	115	124	137
Less depreciation	2,615	2,923	2,872	2,841
Total loan funding surplus	1,091	1,523	1,264	1,149
TOTAL FUNDING REQUIREMENT	(9,227)	(9,367)	(9,654)	(9,809)

9. WASTEWATER

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	742	788	804	820
Capital contributions	195	260	331	454
Upper Hutt CC operating contribution	2,154	2,165	2,211	2,151
Total revenue	3,091	3,213	3,346	3,425
EXPENDITURE				
Support costs	582	520	536	555
Operating costs	9,715	9,964	10,174	10,065
Interest expense	1,281	962	810	650
Depreciation	5,771	6,174	6,184	6,136
Total expenditure	17,349	17,620	17,704	17,406
DEFICIT BEFORE TAX	(14,258)	(14,407)	(14,358)	(13,981)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(14,258)	(14,407)	(14,358)	(13,981)
Add capital contributions	(195)	(260)	(331)	(454)
Total rates funding requirement	(14,453)	(14,667)	(14,689)	(14,435)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(3,314)	(3,113)	(3,794)	(3,936)
Capital expenditure – improving services	(1,689)	(2,061)	(393)	(364)
Less capital contributions	195	260	331	454
Less UHCC capital contribution	578	629	524	529
Less depreciation	5,771	6,174	6,184	6,136
Total loan funding surplus	1,541	1,889	2,852	2,819
TOTAL FUNDING REQUIREMENT	(12,912)	(12,778)	(11,837)	(11,616)



10. STORMWATER

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009	2010	2011	2012
	\$000	\$000	\$000	\$000
REVENUE				
User charges	2	2	-	-
Operating contributions	7	7	7	7
Capital contributions	101	166	196	248
Total revenue	110	175	203	255
EXPENDITURE				
Support costs	317	296	305	316
Operating costs	2,596	2,560	2,614	2,666
Interest expense	767	576	485	389
Depreciation	2,240	2,534	2,540	2,570
Total expenditure	5,920	5,966	5,944	5,941
DEFICIT BEFORE TAX	(5,810)	(5,791)	(5,741)	(5,686)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009	2010	2011	2012
	\$000	\$000	\$000	\$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(5,810)	(5,791)	(5,741)	(5,686)
Add capital contributions	(101)	(166)	(196)	(248)
Total rates funding requirement	(5,911)	(5,957)	(5,937)	(5,934)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(488)	(566)	(587)	(607)
Capital expenditure – improving services	(998)	(2,426)	(4,819)	(2,536)
Less capital contributions	101	166	196	248
Less depreciation	2,240	2,534	2,540	2,570
Total loan funding surplus	855	(292)	(2,670)	(325)
TOTAL FUNDING REQUIREMENT	(5,056)	(6,249)	(8,607)	(6,259)

11. SOLID WASTE

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	11,810	13,901	12,693	12,686
Total revenue	11,810	13,901	12,693	12,686
EXPENDITURE				
Support costs	116	125	129	134
Operating costs	6,451	6,341	6,551	6,773
Depreciation	769	393	406	447
Total expenditure	7,336	6,859	7,086	7,354
SURPLUS BEFORE TAX	4,474	7,042	5,607	5,332

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	4,474	7,042	5,607	5,332
Total rates funding requirement	4,474	7,042	5,607	5,332
LOAN FUNDING REQUIREMENT				
Capital expenditure – improving services	(620)	(620)	(1,694)	(1,869)
Less depreciation	769	393	406	447
Total loan funding surplus	149	(227)	(1,288)	(1,422)
TOTAL FUNDING REQUIREMENT	4,623	6,815	4,319	3,910



GROUP ENVIRONMENT

CAPITAL PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
12. ENVIRONMENTAL MANAGEMENT										
Maintenance										
Parking Handhelds Replacement					\$36					
13. EMERGENCY MANAGEMENT										
Maintenance										
Wainuiomata Bush Fire Force Vehicle		\$93		\$98						
New/Improvements										
Wainuiomata Bush Fire Force Headquarters		\$413								

OPERATING PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000
12. ENVIRONMENTAL MANAGEMENT	
District Plan Projects	\$25

12. ENVIRONMENTAL MANAGEMENT

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
User charges	3,939	3,704	4,239	4,383
Other revenue	137	176	181	187
Total revenue	4,076	3,880	4,420	4,570
EXPENDITURE				
Employee costs	4,228	4,993	5,123	5,253
Support costs	1,676	1,724	1,779	1,843
Operating costs	2,015	2,077	2,120	2,192
Depreciation	4	2	2	2
Total expenditure	7,923	8,796	9,024	9,290
DEFICIT BEFORE TAX	(3,847)	(4,916)	(4,604)	(4,720)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(3,847)	(4,916)	(4,604)	(4,720)
Total rates funding requirement	(3,847)	(4,916)	(4,604)	(4,720)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(32)	–	–	–
Less depreciation	4	2	2	2
Total loan funding surplus	(28)	2	2	2
TOTAL FUNDING REQUIREMENT	(3,875)	(4,914)	(4,602)	(4,718)



13. EMERGENCY MANAGEMENT

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
Operating contributions	52	52	54	56
Upper Hutt CC operating contribution	304	316	327	338
Total revenue	356	368	381	394
EXPENDITURE				
Employee costs	425	422	433	444
Support costs	288	226	233	242
Operating costs	313	352	364	376
Depreciation	21	26	54	79
Total expenditure	1,047	1,026	1,084	1,141
DEFICIT BEFORE TAX	(691)	(658)	(703)	(747)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(691)	(658)	(703)	(747)
Total rates funding requirement	(691)	(658)	(703)	(747)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	–	–	(93)	–
Capital expenditure – improving services	–	–	(413)	–
Less depreciation	21	26	54	79
Total loan funding surplus	21	26	(452)	79
TOTAL FUNDING REQUIREMENT	(670)	(632)	(1,155)	(668)

GROUP ECONOMY

CAPITAL PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000	2011 \$000	2012 \$000	2013 \$000	2014 \$000	2015 \$000	2016 \$000	2017 \$000	2018 \$000	2019 \$000
14. LOCAL URBAN ENVIRONMENT										
Maintenance										
Seaview/Gracefield Banners	\$31	\$32	\$33	\$34	\$35	\$35	\$36	\$37	\$38	\$39
New/Improvements										
CBD Making Places	\$130	\$961	\$566							
CCTV Upgrades Central Area, & Installation Wainuiomata	\$50	\$52	\$53							
Naenae Subway Improvements (up to 50% contribution)			\$534							
Suburban Shopping Centre Improvements	\$586	\$213	\$220	\$225	\$231	\$236	\$242	\$247	\$253	\$260
Suburban Shopping Centre Improvements (Stokes Valley)	\$100									
Wingate Development Plan	\$294									

OPERATING PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000
14. LOCAL URBAN ENVIRONMENT	
Business Programmes	\$36
Energy Efficient Projects	\$98
Heritage Incentives	\$130
Heritage Project Fund	\$25
Rapid Response Anti-Graffiti Service	\$150
School Programmes	\$38
Urban Form	\$10
Waste Minimisation Projects	\$59

FOR THE YEAR ENDING 30 JUNE	2010 \$000
15. ECONOMIC DEVELOPMENT	
Business Hutt Valley	\$254
CBD Coordinator	\$30
International Co-operating Cities	\$30
Jackson Street Programme	\$100
Positively Wellington Tourism	\$20
Retail Co-ordinator	\$55



14. LOCAL URBAN ENVIRONMENT

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
Capital contributions	7	7	7	7
Other revenue	–	360	–	–
Total revenue	7	367	7	7
EXPENDITURE				
Employee costs	111	450	461	473
Support costs	165	178	183	190
Operating costs	731	649	351	363
Interest expense	6	4	4	3
Depreciation	280	310	330	390
Total expenditure	1,293	1,591	1,329	1,419
DEFICIT BEFORE TAX	(1,286)	(1,224)	(1,322)	(1,412)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(1,286)	(1,224)	(1,322)	(1,412)
Add capital contributions	(7)	(7)	(7)	(7)
Total rates funding requirement	(1,293)	(1,231)	(1,329)	(1,419)
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(31)	(31)	(32)	(33)
Capital expenditure – improving services	(1,281)	(1,160)	(1,225)	(1,373)
Less capital contributions	7	7	7	7
Less depreciation	280	310	330	390
Total loan funding surplus	(1,025)	(874)	(920)	(1,009)
TOTAL FUNDING REQUIREMENT	(2,318)	(2,105)	(2,249)	(2,428)

15. ECONOMIC DEVELOPMENT

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009	2010	2011	2012
	\$000	\$000	\$000	\$000
REVENUE				
User charges	275	303	312	323
Operating contributions	155	139	144	149
Other revenue	12	13	14	14
Total revenue	442	455	470	486
EXPENDITURE				
Employee costs	609	572	586	601
Support costs	409	408	422	437
Operating costs	1,120	1,067	1,061	1,097
Interest expense	17	13	11	9
Total expenditure	2,155	2,060	2,080	2,144
DEFICIT BEFORE TAX	(1,713)	(1,605)	(1,610)	(1,658)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009	2010	2011	2012
	\$000	\$000	\$000	\$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(1,713)	(1,605)	(1,610)	(1,658)
Total rates funding requirement	(1,713)	(1,605)	(1,610)	(1,658)
TOTAL FUNDING REQUIREMENT	(1,713)	(1,605)	(1,610)	(1,658)

OPERATING PROJECTS

FOR THE YEAR ENDING 30 JUNE	2010 \$000
18. MANAGING SERVICES	
Internet Design	\$40
Quality of Life Study	\$15
Research – Monitoring & Evaluation of Outcomes	\$70

16. ELECTED MEMBERS

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000
REVENUE				
User charges	–	4	4	4
Total revenue	–	4	4	4
EXPENDITURE				
Employee costs	943	914	938	962
Support costs	533	704	727	753
Operating costs	181	197	203	210
Total expenditure	1,657	1,815	1,868	1,925
DEFICIT BEFORE TAX	(1,657)	(1,811)	(1,864)	(1,921)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(1,657)	(1,811)	(1,864)	(1,921)
Total rates funding requirement	(1,657)	(1,811)	(1,864)	(1,921)
TOTAL FUNDING REQUIREMENT	(1,657)	(1,811)	(1,864)	(1,921)

**17. ADVICE AND SUPPORT****PROSPECTIVE INCOME STATEMENT**

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009	2010	2011	2012
	\$000	\$000	\$000	\$000
REVENUE				
Operating contributions	(6)	6	–	–
Other revenue	–	–	145	–
Total revenue	(6)	6	145	–
EXPENDITURE				
Support costs	3,710	3,868	3,991	4,134
Operating costs	70	35	346	37
Total expenditure	3,780	3,903	4,337	4,171
DEFICIT BEFORE TAX	(3,786)	(3,897)	(4,192)	(4,171)

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009	2010	2011	2012
	\$000	\$000	\$000	\$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	(3,786)	(3,897)	(4,192)	(4,171)
Transfers from/(to) funds – operating	(50)	103	(53)	(54)
Total rates funding requirement	(3,836)	(3,794)	(4,245)	(4,225)
TOTAL FUNDING REQUIREMENT	(3,836)	(3,794)	(4,245)	(4,225)

18. MANAGING SERVICES

PROSPECTIVE INCOME STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
REVENUE				
General rates & other rate charges	77,570	80,087	82,260	84,409
User charges	(92)	856	888	922
Operating contributions	142	–	–	–
Capital contributions	361	–	–	–
Interest on investments	152	150	(33)	35
Other revenue	490	128	133	138
Total revenue	78,623	81,221	83,248	85,504
EXPENDITURE				
Employee costs	7,743	7,883	8,089	8,293
Support costs	(13,376)	(13,745)	(14,182)	(14,690)
Operating costs	2,891	3,329	3,461	3,663
Interest expense	(348)	(49)	(75)	1
Depreciation	1,084	1,466	1,368	1,419
Total expenditure	(2,006)	(1,116)	(1,339)	(1,314)
SURPLUS BEFORE TAX (INCL RATES)	80,629	82,337	84,587	86,818

PROSPECTIVE FUNDING REQUIREMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE	BUDGET	FORECAST	FORECAST
	2009 \$000	2010 \$000	2011 \$000	2012 \$000
RATES FUNDING REQUIREMENT				
Surplus/(deficit)	80,629	82,337	84,587	86,818
Add capital contributions	(361)	–	–	–
Rate funded debt repayment	1,130	1,895	792	(450)
Total rates funding requirement	81,398	84,232	85,379	86,369
LOAN FUNDING REQUIREMENT				
Capital expenditure – maintaining services	(1,197)	429	(1,045)	(1,198)
Capital expenditure – improving services	(1,686)	(897)	(607)	29
Less capital contributions	361	–	–	–
Less depreciation	1,086	1,465	1,368	1,419
Less rate funded debt repayment	(1,130)	(1,895)	(792)	450
Total loan funding surplus	(2,566)	(898)	(1,076)	700
TOTAL FUNDING REQUIREMENT	78,832	83,334	84,303	87,068

FORECAST FINANCIAL STATEMENTS

Information about Council's Forecast Financial Statements can be found from page 187.

This includes:

- significant assumptions
- significant risks
- commitments and contingencies
- Council net debt
- Council rates income
- full financial tables
- a summary of significant accounting policies to accompany the Forecast Financial Statements.

FUNDING IMPACT STATEMENT

The Funding Impact Statement outlines all the funding mechanisms we intend using and the amount of money each mechanism will produce. You can read it on page 213.

RATES FOR 2009/10

A schedule of rates for 2009/10 including the amount for each rate and charge, and examples of rates on a range of typical properties, can be found from page 214.

FEES AND CHARGES

A schedule of user fees and charges can be found from page 218.



A community approach makes a difference

More than 80 volunteers from the Naenae community joined Council staff for 'Big Splash Naenae', a challenge to paint 20 local shops in 12 hours. "The Naenae shops needed a good spruce-up, and we thought the paintathon would be a great way to get the community together to create something positive. The shops are very much the heart of the community and it was a great way for people to have a good time while making a difference in Naenae" explains Council staffer Joanna.



Achieving Our Community Outcomes: Measuring Progress



ACHIEVING OUR COMMUNITY OUTCOMES: MEASURING PROGRESS

ONCE OUR PLANS ARE FINALISED AND PROJECTS AND PROGRAMMES ARE UNDERWAY, IT'S VITAL THAT WE TRACK THEIR PROGRESS TO CHECK THAT THEY'RE HELPING US TO ACHIEVE OUR COMMUNITY OUTCOMES.

We already have a well established process for monitoring each of our 18 key activities. Every year, once the annual budgeting process is complete, each area of Council produces and finalises a Business Plan. The Plans include key tasks and objectives for the year, and a range of performance measures and targets for each activity.

We use a number of techniques to monitor progress. For example:

- we commission public perception surveys such as the NRB Communitrak Survey and the Quality of Life Survey. We use the results to help report on the performance measures and targets for each activity.
- our officers report monthly, quarterly and annually on progress towards our 'key performance indicators' and other targets and measures. You can read the quarterly and annual reports at www.huttcity.govt.nz.

PROGRESS ON ACHIEVING OUR COMMUNITY OUTCOMES 2003-2006

Every local authority is required to monitor and, at least once every three years, report on the progress its community has made in achieving its community outcomes. We produced our first report in 2007 (covering 2003 to 2006).

Here's a quick summary of the 2007 report; if you'd like to read the full version, please visit www.huttcity.govt.nz. As this was our first report on progress towards achieving community outcomes, the detailed results will be used as our baseline data against which future reporting will be undertaken.

Clean air, water and land

Residents' perceptions indicated that they were concerned about air pollution, and to a greater extent water pollution.

Air quality monitoring indicated issues in Wainuiomata, particularly during the winter months, and confirmed that pollution incidents relating to odour were the most common. Water quality monitoring also identified some issues, although drinking water quality was assessed as satisfactory, with a very low level of risk when the water left the treatment plant.

Access to services that improve health

Hutt City had fewer general practitioners (GPs) per 100,000 of population compared with the rest of New Zealand, but the introduction of primary health organisations (PHOs) had made primary health care in the Hutt Valley considerably more affordable than previously.

The meningococcal B campaign achieved well above the national average coverage rate. The number of beds available for elderly care increased over the previous four years, although the elderly population had also increased in this time.

Safety in the city

The road toll for Hutt City reduced. While recorded crime appeared to rise between 2005 and 2006, these figures were still declining when compared with 2003 and 2004.

Results from the closed circuit television project in the CBD were very promising. The perception of safety in the community falls dramatically after dark. Sixty per cent of residents agreed they felt a sense of community in their local neighbourhood, and most felt that greater cultural diversity had made the city a better place.

The number of residents gaining citizenship increased considerably, but voter turnout decreased from the 2001 to the 2004 elections from 46% to 39%.

Affordable access to educational services

In most education categories the highest qualification level attained was higher than the national average. Hutt City compared favourably with its neighbours (with the exception of Wellington City) in the percentage of school leavers qualified to attend university. Early childhood education attendance was higher than the national average, with the percentage of non-attendance in Hutt City lower than the national average.

Standard of affordable housing

There was a steady rise in the median house sale price in Hutt City, an increase in the mean rent for properties, and a decline in home affordability. Private landlords owned most of the rental housing in Hutt City. Housing New Zealand Corporation owned just under 30% of the rental properties, providing guaranteed income-related rents for the most needy of Hutt City's residents.

The local economy

The number of businesses in Hutt City increased significantly, with a considerable rise in the number of employees, apart from those in the education sector. There was a sharp decline in unemployment.

Affordable access to community facilities

Council-provided facilities (including arts, cultural and recreational options) enjoyed high levels of use and satisfaction.

A diverse, accessible, enjoyable and safe natural environment

Almost all residents found it easy to access a local park or other green space. A range of biodiversity-related projects had been started and were ongoing.

Balancing natural and built environments

Sixty per cent of residents felt a sense of pride in the city, with 88% satisfied with its overall look and feel.

PROGRESS ON ACHIEVING OUR COMMUNITY OUTCOMES: 2006 ONWARDS

When Hutt City's community outcomes were realigned to the Wellington regional outcomes in 2006, they were also updated. At the same time, we reviewed our measurement tools (indicators) and introduced some new ones. These were used in preparing our first monitoring report in 2007 and our Environmental Sustainability and Economic Development Strategies, and include the key performance indicators that will be used to assess progress against the targets set for these two key strategies.

We're now developing an 'integrated monitoring programme' based on the 'Anticipated Environmental Results' (AER) identified in each chapter of our District Plan and the community outcomes from our 10-year plan.

Our next report will use this integrated approach and we'll use the information in it when planning and prioritising projects for the future. It will also contribute to the next review of community outcomes, which is required no later than 2012.



Getting fit at the swim-gym

A member of the Fitness Suite at Naenae Pool since August 2008, Haruru Ward is already feeling the benefits of being part of the 'swim-gym'. He's lost 20 kilos and improved his mobility and overall health. "I used to come in here with my walking frame because my knees were shot - Losing the weight has made a huge difference to how I feel".



Our Community



OUR COMMUNITY

A HUGE NUMBER OF PEOPLE AND ORGANISATIONS ARE WORKING TO MAKE HUTT CITY A GREAT PLACE TO LIVE, WORK AND PLAY. HERE'S AN INTRODUCTION TO THE CITY AND TO THE KEY COUNCIL-RELATED PARTICIPANTS WHO WORK INDIVIDUALLY AND TOGETHER.

THE LOWER HUTT COMMUNITY

One of the purposes of local government is to enable democratic local decision-making and action by, and on behalf of, communities.

We're delighted that so many residents and ratepayers choose to work with us on our city's direction. We usually receive around 1000 submissions on our annual and 10-year plans, and residents and ratepayers also participate in consultation exercises that we organise. It's a great way to get local contributions to the decisions that affect the city's current and future wellbeing.

Let's take a closer look at the people who make up our city.

The New Zealand Census provides a snapshot of how we looked in 2006:

POPULATION		NUMBER OF HOUSEHOLDS	
Northern Ward	15,288	Northern Ward	5,259
Eastern Ward	16,920	Eastern Ward	6,180
Western Ward	12,402	Western Ward	4,437
Central Ward	18,642	Central Ward	7,209
Harbour Ward	17,235	Wainuiomata Ward	5,802
Wainuiomata Ward	17,214	Harbour Ward	6,837
Total population	97,701	Total households	35,724

AGE		ETHNICITY:	
Under 15	22.9%	European	65.0%
15 to 24	13.7%	Maori	17.0%
25 to 44	29.1%	Pacific Peoples	11.0%
45 to 64	23.4%	Asian	9.0%
65 and over	10.9%	Middle Eastern, Latin American and African	1.0%
		Other	10.0%

Other information from the Census includes gender, highest qualification, personal income and its sources, household income, family types, landlord types, household composition, weekly rent paid, means of transportation to work, cigarette smoking behaviour, household access to motor vehicles, access to telecommunications and a range of other information, all broken down by ward. If you'd like to read it, please contact us.

HUTT CITY COUNCIL

'Hutt City Council' was established in 1989 after the amalgamation of the former Lower Hutt City, Eastbourne Borough, Petone Borough and Wainuiomata District Councils, and the Hutt Valley Drainage Board. The Council area covers the city of Lower Hutt.

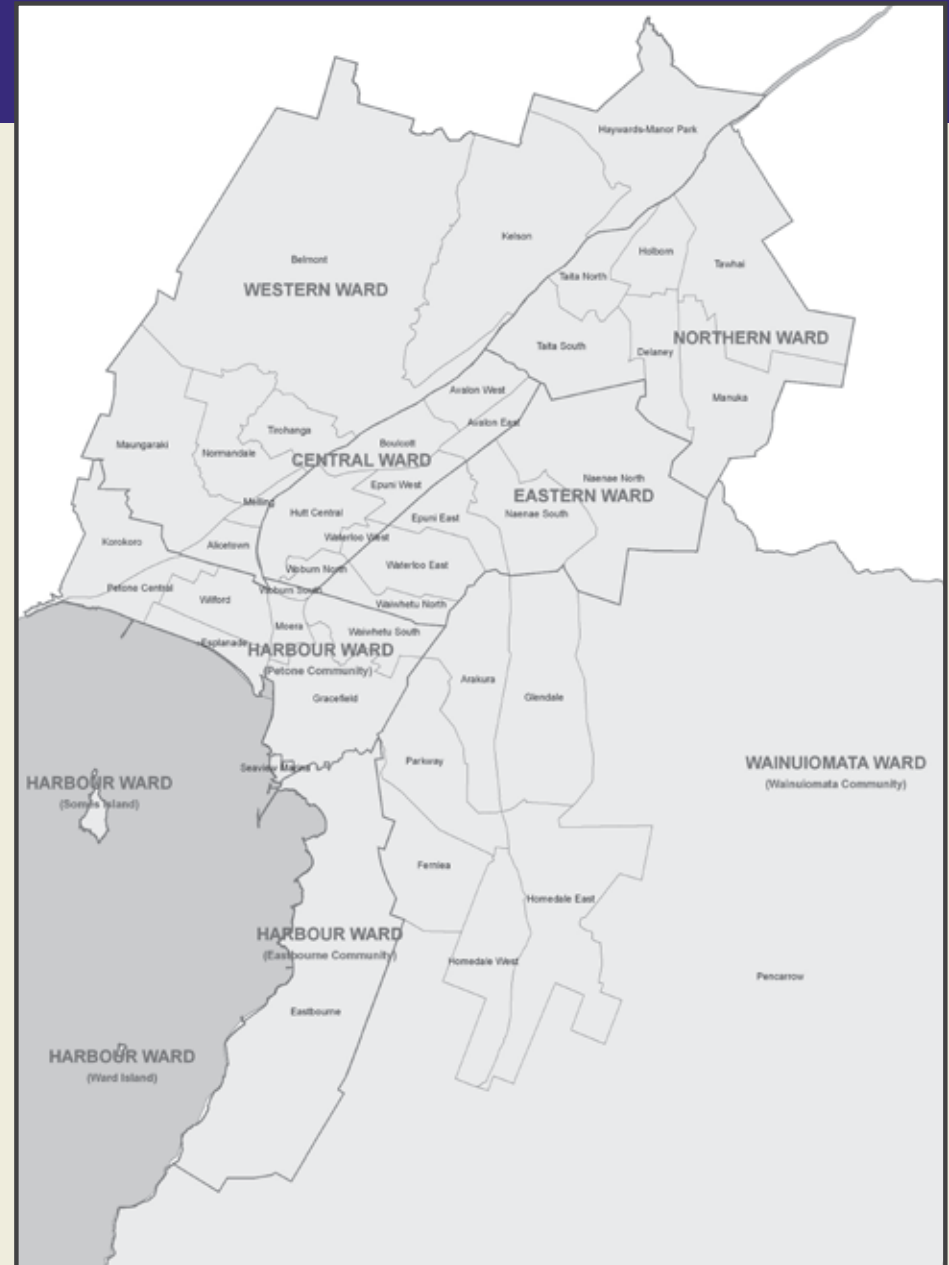
Our purpose is to enable democratic local decision-making in order to promote the social, economic, environmental and cultural wellbeing of the city and its residents in the present and for the future.

Our roles include:

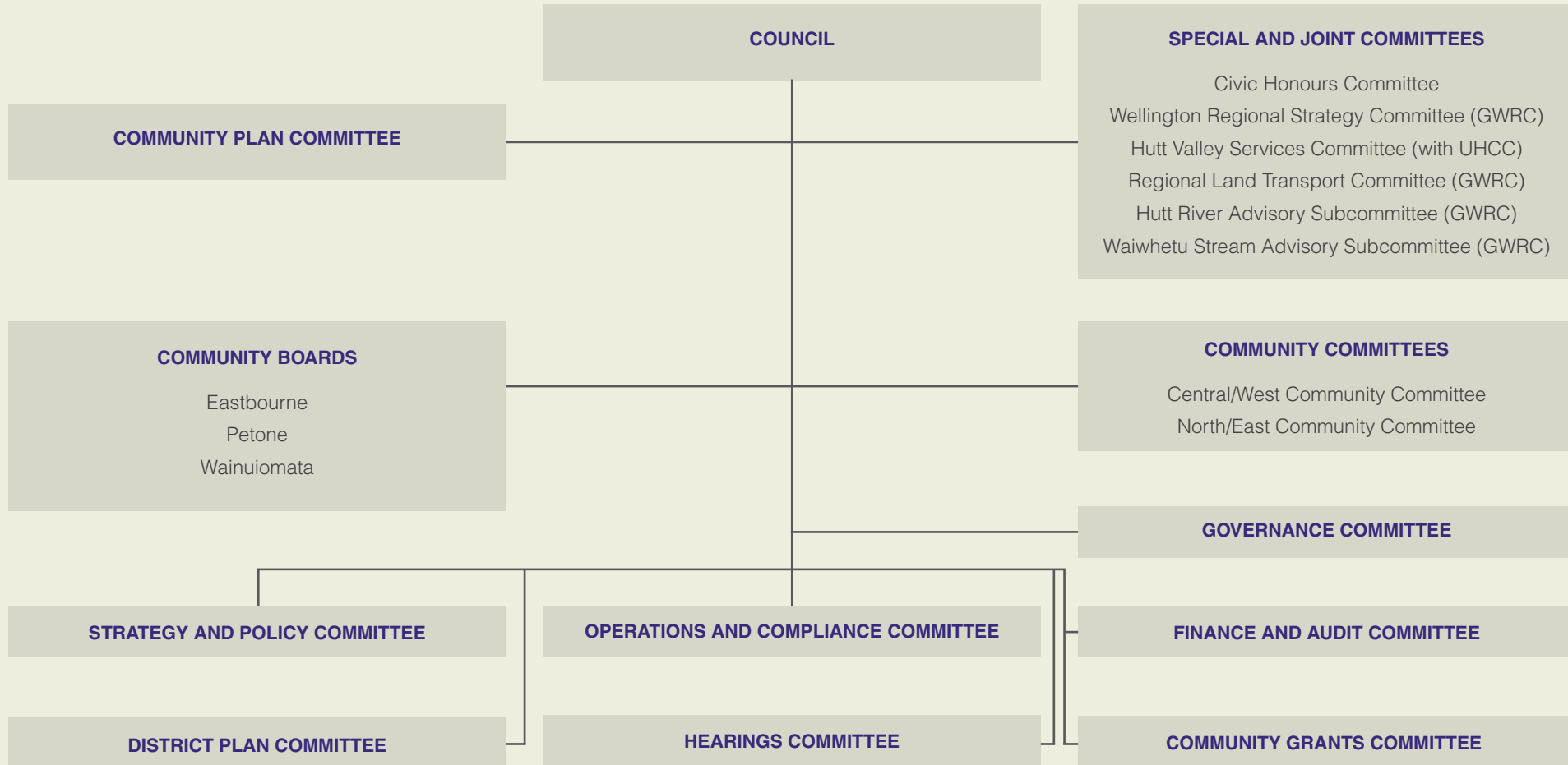
- providing leadership for the city
- advocating with other agencies on behalf of the local community
- administering and enforcing various pieces of legislation (see page 178)
- ensuring the sustainable development of local resources
- managing our local infrastructure sustainably
- environmental management
- planning for the future needs of the city and its people by developing a strategic vision
- taking responsibility and accountability for the direction and control of our activities while pursuing the outcomes the community has identified as priorities.

Hutt City Council is governed by a Mayor and 12 councillors, with the Mayor elected on a city-wide basis. The city is divided into six wards – Northern, Eastern, Central, Western, Harbour and Wainuiomata – and each has two councillors. The councillors elected to represent those wards are required to exercise their powers in the best interests of the city as a whole.

Council also works with three community boards covering the communities of Eastbourne, Petone and Wainuiomata, and two community committees covering the Northern & Eastern, and Central & Western wards. You can read more about them on page 143.



COUNCIL'S COMMITTEE STRUCTURE



Council governance

A Code of Conduct applies to Council and our committees and subcommittees, and the three community boards have also agreed to a code of conduct. This provides guidance on the standards of behaviour expected from elected and appointed members in their dealings with each other, the Chief Executive, staff, the media and the public.

Council meets approximately six weekly throughout the year to monitor management activities and to ensure that our affairs are being conducted in accordance with legal requirements and our organisational objectives.

The diagram on page 142 shows the committee structure we've set up to monitor and help us with our work. We're also represented on joint committees established for specific purposes with Upper Hutt City Council and Greater Wellington Regional Council.

We publicly advertise meetings each month; most are open to the public. Agendas for the meetings of Council, our committees, community boards and community committees are available at www.huttcity.govt.nz and from the main Council building and city libraries.

You can contribute to the meetings by presenting petitions, being part of deputations and through the public comment section, which is generally held for up to 30 minutes at the beginning of each meeting.

Community boards and community committees

Each community board has six members elected by the community, plus two councillors from that ward appointed by Council. The only exception is the Eastbourne Community Board, which has agreed to have only five elected members.

The role of a community board is to:

- represent and act as an advocate for the interests of its community
- consider and report on any matter referred by Council and any issues of interest or concern
- make an annual submission to Council on projects and expenditure in the community
- maintain an overview of services provided by Council within the local community
- be a channel of communication between the community and Council
- undertake any other responsibilities delegated by Council.

From now until the 2010 election, we've also appointed two 'community committees' covering the Northern and Eastern wards, and the Central and Western wards. Non-statutory bodies with similar roles to community boards, each committee has five members appointed from the community plus the four ward councillors. Members are appointed according to their skills and experience, including their ability to support existing residents' associations and similar community groups in their areas and engage positively with Council.

LOCAL COMMUNITY PLANS

During 2008/09 the community boards and community committees consulted their local communities and developed initial 'Local Community Plans' for their areas. The process enabled communities to identify important local issues for their longer-term planning. In turn it's helped us in preparing this 10-year plan to clarify the relative priorities of various activities and projects by affected local communities.

The priorities identified in the Local Community Plans are outlined below. Information has been compiled about the work being done by Council to progress these items.

The community boards and community committees will regularly discuss this at their scheduled meetings, and public participation is welcomed.

EASTBOURNE COMMUNITY BOARD

A plan has been developed that sets the scene in Eastbourne as it is now, how the community perceives its attributes and values, how it sees itself in 2020 and how it will achieve this. An action plan has been developed identifying activities that will promote the natural, built, social, business and cultural environment covering the period until 2020. The plan prioritises the actions required, identifies the agencies involved and includes cost estimates.

Plans to promote the natural environment address beach management, East Harbour Regional Park, urban trees, pest plant control, pines and pine removal, and sustainable management of the coastal ecosystem.

Plans addressing the built environment include monitoring the District Plan, completing the Eastern Bays Walkway, completing the Whiorau Reserve upgrade, advancing the Village Square concept, undergrounding services, upgrading stormwater systems, implementing a zero plastic bag policy, completing the Eastbourne Community Board plan for Korohiwa, investigating Days Bay, and upgrading the Eastbourne wharf and shelter.

Plans to promote the social environment include instituting an elderly in place programme, establishing an Eastbourne Youth Forum, implementing the “Communityville” project, and implementing Neighbourhood Watch.

Plans addressing the business environment include upgrading the Eastbourne CBD, transport from Days Bay to Eastbourne, rates relief for commercial properties, and revamping the Days Bay commercial precinct.

PETONE COMMUNITY BOARD

A Petone Community Action Plan has been developed outlining activities that will move Petone, Moera, Gracefield, Seaview and Waiwhetu South closer to achieving goals of managing growth that is environmentally and economically sustainable, developing Petone as a unique heritage place, and developing a vibrant village culture and community place.

Activities promoting the management of growth include a safe community; recognising Korokoro issues; enhancing the Petone foreshore, Esplanade and river mouth; developing our sportsgrounds, parks and reserves; promoting a wider range of housing choice; protection from flooding; attracting more visitors; reducing pollution; controlling commercial development; protecting small businesses; continuing the artesian and unfluoridated water supply; safeguarding view shifts; and reopening the Gracefield Railway.

Activities promoting heritage include celebrating Petone’s heritage; promoting the historic commercial precinct; protecting the residential areas; protecting historic and geologic landmarks; and developing a close working relationship with Iwi and a wider knowledge in the community of Maori history.

Activities promoting culture include constructing a new swimming pool that meets the needs of the community; providing housing that meets the needs of the community; developing a busy, creative arts and crafts scene; promoting the centre of excellence in education; having an active community board; developing a vibrant Petone Town Centre; supporting youth and young families; and continuing the Anzac Day celebrations.

WAINUIOMATA COMMUNITY BOARD

A community plan has been developed that identifies key economic, environmental, social and infrastructural issues, methods of addressing these, timeframes and indicators.

The key issues include developing and marketing tourism opportunities; developing an employment pool; promoting an attractive, tidy environment; developing a safe, inclusive community in which all members, young and old, will feel included and will have a sense of pride and belonging in their community; providing safe access within and out of Wainuiomata for pedestrians and cyclists including safe access across Wainuiomata Hill Road; developing a self-sustaining community in the case of emergency; providing sufficient public toilets; and developing additional road access in and out of Wainuiomata.

CENTRAL/WEST COMMUNITY COMMITTEE

Four top priorities have been highlighted for action in 2009/10. These are improvements to Avalon Park, upgrading of Manor Park, minor upgrading of the footpath in Miromiro Road and construction of a roundabout at the intersection of Harbourview Road and Viewmont Drive.

An analysis of each area within the Central and Western Wards has been undertaken to identify works required within a one year timeframe and a two year or longer timeframe. This includes works in Alicetown, Maungaraki, Normandale, Harbourview, Belmont, Kelson, Manor Park/Haywards, Avalon, Boulcott, Epuni, Park Avenue and the central city.

NORTH/EAST COMMUNITY COMMITTEE

Separate community plans have been developed covering Stokes Valley, Taita/Pomare, Naenae and Waiwhetu/Fairfield/Waterloo.

The Stokes Valley plan outlines projects and initiatives to promote community safety including increasing safety and surveillance measures in the Stokes Valley CBD, upgrading lighting in the CBD, promoting safe streets, encouraging neighbourhood support, promoting the Combined Adolescent Training Unit and Support Programme, and implementing an age limit curfew in the Stokes Valley shopping centre. Projects promoting youth include developing a playground for under fives, new aquatic attractions at the Stokes Valley swimming

pool, establishing a fitness suite at the Stokes Valley swimming pool, building an adventure playground, providing more youth events, and providing carparks for mums and babies outside the Plunket Rooms. Environmental initiatives include reducing noise pollution, street washing and pavement cleaning, beautification of public areas and private gardens, and holding an inorganic rubbish collection. Projects promoting a community heart include library/hall/public toilet redevelopment, CBD signage, sale of Council land at 24 Evans Street, public artworks, and sportsground development at 158 Holborn Drive.

The Taita/Pomare plan promotes environmental projects including an inorganic rubbish collection, street washing and pavement cleaning, cleaning the Taita shopping centre, cleaning up the Taita subway, providing carparking and beautification in Eastern Hutt Road, and beautification of public areas and private gardens. Projects promoting a community heart include developing community leaders, promoting the Taita community hall, and developing a new vision for the Taita CBD. Projects promoting youth address the development of indoor and outdoor spaces for young people.

The Naenae plan promotes a draft Naenae Masterplan to upgrade the Naenae shopping centre, upgrading of the Naenae subway, promoting more private ownership of housing in Naenae, development of housing for older persons, providing opportunities for growth in new housing, establishing a community resource centre, rationalising community halls,

enhancing leisure and recreational facilities in Naenae, and providing opportunities for older persons to engage in community activities.

The Waiwhetu/Fairfield/Waterloo plan highlights issues involving the shopping centres, transport links, housing, the Waiwhetu Stream and community facilities. The plan recommends that four key issues be addressed in the next financial year. These are to clean and where necessary repair the footpaths around Waterloo, Waiwhetu and Fairfield shops; install bollards or a fence around Trafalgar Park; investigate with Greater Wellington Regional Council opportunities to expand parking at Waterloo Station; and take care with the review of the residential provisions in the District Plan to minimise the number of pockets of low density housing squeezed between high density pockets.

Our management structure

In Hutt City Council, the elected members of Council set the broad strategic direction and policies for the Chief Executive and staff to implement, and audit the results.

The Chief Executive is the sole employee of the elected members of Council, and in turn is the employer of all other Council staff members. He is responsible to Council for:

- implementing its decisions
- advising Council, community board and community committee members
- ensuring that all functions delegated to any employees are carried out.

Hutt City Council monitors the Chief Executive's performance through a series of performance measures and the Chief Executive is accountable to Council through a quarterly reporting process.

Hutt City Council management, through its Strategic Leadership Team, focuses on five priority areas:

PRIORITY AREA	ORGANISATIONAL OBJECTIVES
Core Services and Community Engagement	<ul style="list-style-type: none"> ➔ Delivering excellent and innovative services that provide value for money ➔ Engaging with residents to ensure our key projects and decisions reflect our communities' values
Staff	<ul style="list-style-type: none"> ➔ Staff will have the skills, information and tools they need to do their jobs
Growth and Development	<ul style="list-style-type: none"> ➔ Leading the city's growth and development to ensure a vibrant and thriving Hutt City
Environment	<ul style="list-style-type: none"> ➔ Being an environmental sustainability leader and responding to the changing social and economic climate
Regional Co-operation	<ul style="list-style-type: none"> ➔ Working in partnership with others to deliver shared services and contribute to regional initiatives

We've identified key performance indicators for these areas (see page 60), which are additional to the performance measures and targets for each of the 18 key activities described from page 64.

As part of our commitment to achieving and maintaining service excellence, we undergo independent assessments according to the Baldrige Criteria for Performance Excellence. These and other assessments help us to identify areas for improvement, and gauge our performance relative to other local authorities and best practice private sector organisations.

We've recently been recognised for business excellence, winning:

- ➔ the 'Local Government' award in the 2008 Vero Excellence in Business Support Awards
- ➔ a 2006 Achievement Award (Silver) from the New Zealand Business Excellence Foundation.

Council-controlled trading organisations

We operate three Council-controlled trading organisations (CCTOs): Wellington Water Management Limited (Capacity), Seaview Marina Limited and Urban Plus Limited (UrbanPlus).

These organisations help in achieving our community outcomes by independently managing facilities, delivering services and undertaking developments on behalf of the Lower Hutt community. We have at least a 50% shareholding in these CCTOs, which are operated as businesses for the purpose of making a profit.

The Statements of Intent for the three CCTOs (outlining their performance measures and targets for 2009/10) are set out below and will be finalised by 30 June 2009.

WELLINGTON WATER MANAGEMENT LIMITED (TRADING AS CAPACITY)

Capacity was established in 2004 to manage water assets and provide water services to its shareholders, Hutt City Council and Wellington City Council.

Its activities include:

- ➔ providing high-quality, safe and environmentally sustainable services to its shareholding councils and other customers
- ➔ ensuring that all work is managed for customers according to the highest standards and with regard to the health and safety of employees, contractors and the general public.

Its principal objectives are to:

- undertake long term planning, management and delivery of the shareholding councils' water, stormwater and wastewater assets
- operate as a successful business, returning any benefits to shareholders
- contribute to achieving the co-operative delivery of integrated water services in the Wellington metropolitan region
- exhibit a sense of social and environmental responsibility by having regard to the interests of the community and to conduct its affairs in accordance with sound business practice.

The company's performance measures and key performance targets are to:

- develop and complete Asset Management Plans annually
- deliver budgeted capital expenditure projects
- deliver budgeted operating and maintenance activities
- manage and operate Capacity within its 2009/10 budget
- manage Capacity labour productivity rate to be 80% or more at year end
- achieve annual increases in operating cost per property benchmarks for Hutt City Council's water, stormwater and wastewater networks at or below Auckland Water Industry averages

- meet key performance measures as set out in Service Level Agreements
- comply with financial, technical and regulatory standards.

SEAVIEW MARINA LIMITED

Seaview Marina Limited owns and operates the marina facilities known as the Seaview Marina.

Its key objectives are to:

- operate as a successful and profitable undertaking
- provide a berth operation and associated services that are as safe and efficient as possible
- provide public marine recreation facilities for the enjoyment of the Hutt City community without compromising its commercial objectives and environmental responsibilities
- pursue and promote the development of related commercial opportunities and undertakings with other landowners in the area
- comply with all legislative and regulatory provisions relating to its operation and performance
- ensure all assets are maintained to the best applicable standards
- maintain an effective business continuance plan
- maintain and enhance relationships with users of the marina.

The company's performance measures and key performance targets are to:

- achieve a rate of return on shareholders' funds of 6.5% before taxation in the 2009/10, 2010/11 and 2011/12 financial years
- achieve the following capital development programme targets for the marina complex before 30 June 2010:
 - Complete the development of the Marine Services Centre
 - Investigate the replacement of the marina boat hoist
 - Review the Business Plan for the next five years (1 July 2009 – 1 July 2014)
- comply with financial, building, technical and regulatory standards
- ensure property and asset maintenance is carried out in accordance with asset management plans and to the best applicable trade standards and practice
- develop a strategy that will encourage the public to use the current beach and monitor and report that use back to Hutt City Council.

URBAN PLUS LIMITED (TRADING AS URBANPLUS)

On 1 May 2007, the Council transferred most of its social housing assets and property management functions to UrbanPlus.

The company's main objectives are to:

- own and operate a portfolio of rental housing to provide community housing for the elderly and socially disadvantaged according to normal commercial guidelines and Council's Housing Policy
- develop property in preparation for sale or lease where it is surplus to Council's needs or to fulfil a housing public work requirement, and where this activity provides an appropriate return for the costs and risks of development
- manage Council property and building assets according to Council's policies (as applicable) and the terms and conditions of the contract for services agreed between the company and Council.

UrbanPlus's performance measures and key performance targets are:

Property management:

- Net capital and operational expenditure within budget
- Resident satisfaction with public halls greater than or equal to the peer average, subject to Council funding
- Resident satisfaction with public toilets greater than or equal to the peer average within five years, subject to Council funding
- Tenant satisfaction with Council-owned community buildings greater than or equal to 90%
- Council satisfaction with building management 90%.

Rental housing:

- Net capital and operational expenditure within budget
- A return on investment in line with market norms for the nature and condition of the property portfolio
- Tenant satisfaction with the provision of the company's rental housing greater than or equal to 90%
- Percentage of total housing units occupied by elderly/ socially disadvantaged greater than or equal to 85%
- Retain at least 180 housing units with the objective of growing this number to a minimum of 210 by 2013.

OUR COMMUNITY PARTNERSHIPS

We've forged a number of close and highly productive working relationships with people and groups in our community, including:

- contractors, service suppliers, consultants and advisors
- businesses and their representative organisations
- local mana whenua and marae
- local and central government agencies
- volunteer organisations
- community groups.

Examples of our partnerships include:

- Tamaiti Whangai, a five-year contract in which we work with a range of government agencies and Te Rūnanganui o Taranaki Whānui to improve the community wellbeing of Wainuiomata, Naenae, Pomare and Taita by providing a range of health, education and social services. Government agencies involved in the project include the Ministry of Social Development, Te Puni Kokiri, the Ministry of Education, the Hutt Valley District Health Board, ACC and WelTec

- the Disability Advisory Group, a joint project in which we work with Upper Hutt City Council, the Hutt Valley District Health Board and community representatives who can advise on issues of concern for people with disabilities within the region
- fostering a more inclusive society and promoting the interests of organisations including the Department of Labour, the Hutt Ethnic Council, the Hutt Valley New Settlers Centre, the Hutt Valley Youth Workers Network and our youth council (Youth Infusion)
- the Safer Streets Action Plan 2007-12, the result of work with the Ministry of Justice, New Zealand Police and other agencies to improve the safety and perception of safety in Lower Hutt
- initiatives that help young people to access education, training and work opportunities, for example working with WelTec and Trade Start (funded by the Ministry of Social Development)
- participating in the Healthy Housing Steering Group, whose members include Housing New Zealand, EnergySmart, the Hutt Mana Charitable Trust and the Wellington School of Medicine. The group's 'Healthy Homes Healthy People' programme, launched in February 2008, has been incorporated into a larger joint initiative involving Housing New Zealand Corporation and the Hutt Valley District Health Board. Up to 1700 households in Naenae, Taita and Pomare will be included in the programme over three years, and a joint assessment covering their housing, health and social needs will be undertaken

- the Road Safety Action Plan, with partners including New Zealand Police, ACC, the New Zealand Transport Agency and Greater Wellington Regional Council. Regular meetings address the engineering, education and enforcement measures available to influence road safety problems or causes and determine the actions required.

Partnerships with business

We have a number of initiatives designed to strengthen our relationships with businesses in Hutt City:

- our quarterly business newsletter, 'Thrive', covers issues of interest to business and highlights businesses in the city
- our 'Creating Business Success – Hutt City' brochure outlines the benefits of living, playing and operating a business in Hutt City. The brochure is being used by our staff and commercial agents in attracting new business to the city
- our 'Business Communication Programme' includes visits to businesses by the Mayor and senior staff, mayoral functions, and presentations by senior Council staff to business groups. We provide regular updates to the real estate industry and other professional groups, and Council staff have a regular meeting programme with businesses in the city

- we support the Wellington Region Gold Awards to business and the Wellingtonian of the Year Awards, and are a major sponsor of the Hutt City Business Awards
- 'Business Hutt Valley', a joint venture between the Hutt Valley Chamber of Commerce and CBD+, has a broad representation of the city's business community and offers a Business After 5 programme that regularly attracts large numbers of attendees
- we continue to help the 'Jackson Street Programme' to achieve its priorities for funding and operations each year.

In working to achieve our community outcomes, our partner business organisations fulfil a range of roles. This is done in the course of carrying out their core business in areas that can contribute to the community's achievement of these outcomes.

ORGANISATION/ PROGRAMME	ADVOCATE	FUNDER	SERVICE PROVIDER	REGULATOR	FACILITATOR	MONITOR
Business Care/ EnviroSmart	✓					
Business Hutt Valley	✓		✓		✓	
CBD+			✓		✓	
Grow Wellington (the regional economic development agency)	✓	✓			✓	✓
Jackson Street Programme			✓		✓	
Private sector contractors			✓			
Sustainable Business Network	✓					
WelTec		✓	✓		✓	

Partnerships with Maori

We're committed to the principles of the Treaty of Waitangi – Te Tiriti O Waitangi – and to maintaining and improving opportunities for Maori to contribute to local government decision-making. We also recognise and provide for the special relationship between Maori and their culture, traditions, land and taonga.

Our commitment to consulting Maori includes recognising those who have mana whenua, or inherited rights of land ownership. Within Hutt City these are represented by:

- ➔ Ngā Tekau o Pōneke – the Wellington Tenths Trust
- ➔ Te Rūnanganui o Taranaki Whānui ki te Upoko o te Ika a Maui.

Both these groups represent Te Atiawa and the Taranaki tribes within the Wellington region. We also consult urban Maori now resident in Hutt City, including (but not limited to) Te Taurahere o Te Awakairangi and the seven marae within the city – Koraunui Marae, Te Mangungu Marae, Wainuiomata Marae, Te Kakano o te Aroha Marae, Waiwhetu Marae, Kokiri Seaview Marae and Te Tatau o te Po Marae.

The key principles of our partnership with Maori are to:

- ➔ consider the principles of the Treaty of Waitangi – Te Tiriti O Waitangi
- ➔ continue the established contractual agreements with Te Atiawa
- ➔ continue to work alongside established, and develop relationships with other, Maori organisations and the seven marae
- ➔ pursue our statutory obligations under Part II of the Resource Management Act 1991 and Section 4 of the Local Government Act 2002.



Our goals are to:

- provide opportunities for Maori to contribute to our decision-making
- enable greater information flows on activities of mutual interest to both us and Maori
- foster the city's cultural life in which we and Maori will play our parts in a bicultural partnership
- maintain consultation and involvement with Te Atiawa
- consult Te Taurahere o Te Awakairangi
- consult the seven marae within Hutt City.

Our programme includes:

- ongoing promotion of memoranda of understanding with key Maori stakeholders
- working to maintain longstanding relationships with Te Rūnanganui o Taranaki Whānui ki te Upoko o te Ika a Maui, Ngā Tekau o Pōneke – the Wellington Tenth Trust, Te Taurahere o Te Awakairangi and the seven marae within Hutt City
- working to maintain existing and developing relationships with other Maori community organisations
- ensuring that all parties are kept informed of our developments and given the opportunity to take part in our affairs
- providing quality advice and support for capacity and capability strengthening
- providing Council grants to each of the seven city marae.

Examples of joint initiatives include:

- joint management of Te Whiti Park with Te Rūnanganui o Taranaki Whānui ki te Upoko o te Ika a Maui
- Owhiti Urupa
- Te Puni Street Urupa
- preservation of the prow of a Maori waka discovered at the Opahu Pumping Station construction site in 2006 as a co-operative venture with Ngā Tekau o Pōneke – the Wellington Tenth Trust and the Ministry for Culture and Heritage.

In working to achieve our community outcomes, our partner Maori organisations fulfil a range of roles. This is done in the course of carrying out their core business in areas that can contribute to the community's achievement of these outcomes.

ORGANISATION	ADVOCATE	FUNDER	SERVICE PROVIDER	REGULATOR	FACILITATOR	MONITOR
Ngā Tekau o Pōneke – the Wellington Tenth Trust	✓	✓			✓	
Te Rūnanganui o Taranaki Whānui ki te Upoko o te Ika a Maui	✓	✓	✓		✓	
Te Taurahere o Te Awakairangi	✓	✓	✓		✓	

Partnerships with other local authorities

We're committed to working with other local authorities where there are benefits to the city in doing so – for example in promoting or achieving priorities and goals, and making efficient use of resources.

We work co-operatively and collaboratively with the other councils within the Wellington region to ensure we maintain appropriate levels of consultation and co-ordination, and contribute to the strengthening of regional relationships.

Examples of our work with other local authorities include:

Regional initiatives:

- working to build an internationally competitive Wellington region while enhancing our quality of life through the Wellington Regional Strategy (see page 19)
- jointly funding 'Grow Wellington', the regional economic development agency, through Greater Wellington Regional Council, to facilitate, promote and foster the development of a dynamic economy in the Wellington region

- the joint 'Triangle' roading study with Greater Wellington Regional Council, Wellington City Council and the NZ Transport Agency
- the Wellington and Wairarapa International Marketing Alliance with Positively Wellington Tourism, Porirua City Council, Upper Hutt City Council, Enterprise Coast and Destination Wairarapa
- an Intersectoral Group with Greater Wellington Regional Council, Upper Hutt City Council and Hutt Valley District Health Board.

With Wellington City Council:

- operating Capacity
- providing an after hours telephone answering service
- previous joint roading tenders.

With Upper Hutt City Council:

- a combined 'whole of valley' shared wastewater treatment and disposal system
- combined 'whole of valley' access to the Silverstream Landfill, operated by Hutt City Council
- a combined Waste Management Plan for the Hutt Valley

- a combined cemetery service for the Hutt Valley at Akatarawa
- combined emergency management services for the Hutt Valley at Lower Hutt
- combined community-related advisory and governance groups, including the Hutt Valley Governance Group, the Alcohol Advisory Group, the Youth Workers Network, the Settlement Support Steering Group and the Healthy Housing Project
- joint tourism marketing, including www.huttvalleynz.com
- working together/providing services for environmental health, animal control, trade waste, liquor licensing and public safety issues
- Youth Transition Services (funded by the Ministry of Social Development)
- previous joint roading tenders.

In working to achieve community outcomes, local and regional government organisations with which we partner fulfil a range of roles. This is done in the course of carrying out their core business in areas that can contribute to the community's achievement of these outcomes.



ORGANISATION	ADVOCATE	FUNDER	SERVICE PROVIDER	REGULATOR	FACILITATOR	MONITOR
Hutt City Council	✓	✓	✓	✓	✓	✓
Greater Wellington Regional Council	✓	✓	✓	✓	✓	✓
Hutt Valley District Health Board	✓	✓	✓	✓	✓	✓
Porirua City Council	✓	✓	✓	✓	✓	✓
Upper Hutt City Council	✓	✓	✓	✓	✓	✓
Wellington City Council	✓	✓	✓	✓	✓	✓

Partnerships with central government

We are pleased to work with central government where there are benefits to the city in doing so – for example in promoting or achieving priorities and goals, and making efficient use of resources.

In working to achieve community outcomes, central government organisations with which we have partnerships fulfil a range of roles. This is done in the course of carrying out their core business in areas that can contribute to the community’s achievement of these outcomes.

ORGANISATION	ADVOCATE	FUNDER	SERVICE PROVIDER	REGULATOR	FACILITATOR	MONITOR
ACC		✓	✓		✓	
Child, Youth and Family	✓	✓	✓			✓
Creative New Zealand		✓				
Department of Conservation	✓	✓	✓	✓	✓	✓
Department of Labour		✓				
Energy Efficiency Conservation Authority	✓	✓			✓	
Ministry for the Environment	✓	✓				✓
Ministry of Health				✓		✓
Ministry of Justice		✓				

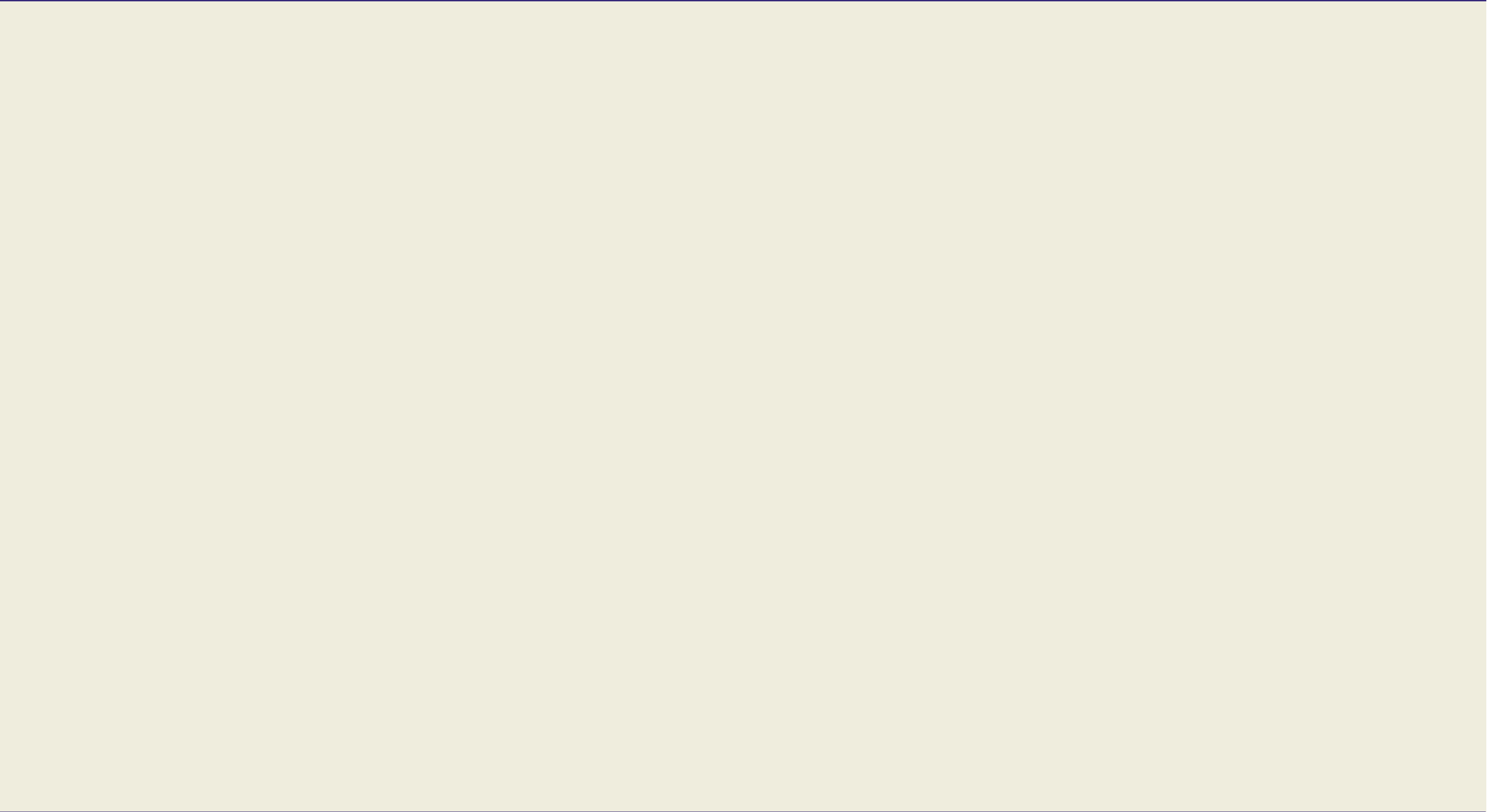
ORGANISATION	ADVOCATE	FUNDER	SERVICE PROVIDER	REGULATOR	FACILITATOR	MONITOR
Ministry of Social Development (Work and Income New Zealand)			✓		✓	
New Zealand Trade and Enterprise	✓	✓			✓	
NZ Transport Agency	✓	✓				
New Zealand Police			✓			✓
Quotable Value			✓			
Te Puni Kokiri	✓				✓	
Tourism New Zealand	✓				✓	

Partnerships with our community

In working to achieve our community outcomes, community and voluntary organisations fulfil a range of roles. This is done in the course of carrying out their core activities in areas that can contribute to the community's achievement of these outcomes.

ORGANISATION	ADVOCATE	FUNDER	SERVICE PROVIDER	REGULATOR	FACILITATOR	MONITOR
Environmental groups	✓				✓	✓
Enviroschools					✓	
Residents' and ratepayers' groups	✓					✓
Volunteers and volunteer organisations	✓					✓
Charitable trusts	✓	✓	✓			

Individuals also play an important role through their participation in our consultation processes and other initiatives, leading to decisions that affect the current and future wellbeing of the city and its communities.





Learn to swim

Each year, thousands of Hutt City residents from six months of age through to older adults participate in our Swim City Learn to Swim programmes. For beginners like these tiny tots, the parent-assisted programmes focus on learning the basics, building confidence, and safety in and around the water.



Legislation Affecting Local Government



LEGISLATION AFFECTING LOCAL GOVERNMENT

AS A LOCAL AUTHORITY, WE AND OUR WORK ARE GOVERNED BY A LARGE NUMBER OF PIECES OF LEGISLATION – MANY WITH A FOCUS ON THE KEY CONCEPTS OF COMMUNITY WELLBEING AND SUSTAINABLE DEVELOPMENT.

Here's a description of the main ones, in alphabetical order. Note it's not an exhaustive list as we're also bound by general legislation, but it highlights the major pieces of legislation that govern our activities.

BUILDING ACT 2004

The Building Act covers:

- the regulation of building work
- a licensing regime for building practitioners
- the setting of performance standards for buildings to ensure users' health and safety, physical independence and wellbeing and ability to escape in a fire, and the design, construction and use of buildings in ways that promote sustainable development.

BYLAWS ACT 1910

The Bylaws Act covers the validity of bylaws introduced by councils.

CIVIL DEFENCE EMERGENCY MANAGEMENT ACT 2002

The Civil Defence Emergency Management Act:

- promotes the sustainable management of hazards to contribute to the social, economic, cultural and environmental wellbeing and safety of the public and protection of property
- provides for planning and preparation for emergencies and for response and recovery in emergencies
- requires local authorities to co-ordinate regional planning, programmes and activities related to civil defence emergency management
- provides for the integration of national and local civil defence emergency management planning and activity
- encourages the co-ordination of emergency management, planning and activities related to civil defence emergency management.

DOG CONTROL ACT 1996

The Dog Control Act covers the care and control of dogs by:

- requiring them to be registered
- making special provisions for dangerous and menacing dogs
- imposing on dog owners obligations to ensure that dogs do not cause a nuisance, injure, endanger or cause distress to any person, stock, poultry, domestic animal or protected wildlife
- making provision for damage caused by dogs.

FOREST AND RURAL FIRES ACT 1977

The Forest and Rural Fires Act aims to safeguard life and property by preventing, detecting, controlling, restricting, suppressing and extinguishing fire in forest and rural areas and other areas of vegetation.

HUTT VALLEY DRAINAGE ACT 1967

The Hutt Valley Drainage Act covers sewage and trade waste disposal.

LOCAL AUTHORITIES (MEMBERS INTERESTS) ACT 1968

The Local Authorities (Members Interests) Act restricts contract-making between local authorities and their members, and restricts members' actions when a Council is considering matters in which they have a pecuniary interest.

LOCAL ELECTORAL ACT 2001

The Local Electoral Act:

- governs the conduct of local elections and polls through uniform rules for elections, rights of individuals to participate, the appointment of officials, the compilation of electoral rolls, the procedures for the conduct of elections and polls, offences and penalties, disputed elections, electoral expenses and vacancies
- allows local decision-making on the electoral system to be used, the review of representation arrangements and the voting method to be used.

LOCAL GOVERNMENT ACT 2002

The Local Government Act:

- provides for democratic and effective local government that recognises the diversity of New Zealand communities
- enables democratic local decision-making and action by, and on behalf of, communities
- promotes communities' social, economic, environmental and cultural wellbeing, in the present and for the future.

LOCAL GOVERNMENT ACT 1974 (PART)

This Act outlines councils' general powers in respect of roads, service lanes and access ways, requirements for private drains and council land drainage works.

LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

The Local Government Official Information and Meetings Act:

- makes official information held by local authorities more freely available
- provides for public attendance at local authorities' meetings
- protects official information held by local authorities, and their deliberations, to the extent consistent with the public interest and the preservation of personal privacy.

LOCAL GOVERNMENT (RATING) ACT 2002

This Act promotes the purpose of local government by:

- providing local authorities with flexible powers to set, assess and collect rates to fund their activities
- ensuring that rates are set through decisions made in a transparent and consultative way
- providing for processes and information to enable ratepayers to identify and understand their liabilities for rates.

RESERVES ACT 1977

The Reserves Act:

- covers the preservation and management, for the benefit and enjoyment of the public, of those areas of New Zealand possessing recreational use or potential, wildlife, indigenous flora or fauna, environmental and landscape amenity or interest, or natural, scenic, historic, cultural, archaeological, biological, geological, scientific, educational, community or other special features or value
- ensures the survival of all indigenous species of flora and fauna in their natural communities and habitats
- ensures the preservation of public access to the coast, lakeshores and riverbanks, and promotes the preservation of their natural character and their protection from unnecessary subdivision and development.

RESOURCE MANAGEMENT ACT 1991

The Resource Management Act promotes the sustainable management of natural and physical resources by:

- managing the use, development and protection of natural and physical resources in a way, or at a rate, that enables people and communities to provide for their social, economic and cultural wellbeing and for their health and safety,

while:

- sustaining the potential of natural and physical resources to meet the reasonably foreseeable needs of future generations
- safeguarding the life-supporting capacity of air, water, soil, and ecosystems
- avoiding, remedying or mitigating any adverse effects of activities on the environment.

SALE OF LIQUOR ACT 1989

The Sale of Liquor Act established a system of control over the sale and supply of liquor to the public with the aim of contributing to a reduction of liquor abuse, as far as that can be achieved by legislative means.

OTHER KEY PIECES OF LEGISLATION THAT CONFER POWERS ON HUTT CITY COUNCIL AND REGULATE ITS FUNCTIONS ARE LISTED BELOW.

Local statutes

Hutt Valley And Bays Metropolitan Milk Board Validation Act 1952
 Hutt Valley Electric Power Board Empowering Act 1950
 Lower Hutt City Council (Hutt Park) Act 1982
 Lower Hutt City Empowering Act 1951
 Lower Hutt City (Free Ambulance Site) Act 1977
 Lower Hutt City (Name Of City Council) Act 1991
 Petone Borough Council Empowering Act 1956
 Petone Borough Empowering Act 1905
 Petone Water Supply Conservation Act 1907

General statutes

Arts Council of New Zealand Toi Aotearoa Act 1994
 Biosecurity Act 1993
 Building Research Levy Act 1969
 Burial and Cremation Act 1964
 Commerce Act 1986
 Companies Act 1993
 Conservation Act 1987
 Consumer Guarantees Act 1993
 Copyright Act 1994
 Crimes Act 1961
 District Courts Act 1947
 Earthquake Commission Act 1993
 Electricity Act 1992
 Employment Relations Act 2000
 Environment Act 1986
 Fair Trading Act 1986
 Fencing Act 1978
 Fencing of Swimming Pools Act 1987
 Financial Reporting Act 1993
 Fire Service Act 1975
 Fisheries Act 1996
 Food Act 1981
 Foreshore and Seabed Act 2004
 Forests Act 1949



Gambling Act 2003
Goods and Services Tax Act 1985
Hazardous Substances and New Organisms Act 1996
Health Act 1956
Health (Drinking Water) Amendment Act 2007
Health and Safety in Employment Act 1992
Historic Places Act 1993
Housing Act 1955
Housing Corporation Act 1974
Human Rights Act 1993
Impounding Act 1955
Income Tax Act 2004
Insolvency Act 1967
Insolvency Act 2006
Interpretation Act 1999
Land Act 1948
Land Drainage Act 1908
Land Transfer Act 1952
Land Transport Act 1998
Land Transport Management Act 2003
Litter Act 1979
Local Authority Reorganisation (Property Transfers)
Act 1990

Machinery Act 1950
Minimum Wage Act 1983
Municipal Insurance Act 1960
New Zealand Bill of Rights Act 1990
New Zealand Geographic Board Act 1946
New Zealand Library Association Act 1939
New Zealand Walkways Act 1990
Oaths and Declarations Act 1957
Ombudsmen Act 1975
Privacy Act 1993
Property Law Act 1952
Prostitution Reform Act 2003
Public Finance Act 1989
Public Records Act 2005
Public Works Act 1981
Railway Act 2005
Rating Valuations Act 1998
Rates Rebate Act 1973
Receiverships Act 1993
Residential Tenancies Act 1986
River Boards Act 1908

Secret Commissions Act 1910
Securities Act 1978
Securities Transfer Act 1991
Smoke-free Environments Act 1990
Soil Conservation and Rivers Control Act 1941
Standards Act 1988
Summary Offences Act 1981
Telecommunications Act 2001
Transport Act 1962
Treaty of Waitangi Act 1975
Trespass Act 1980
Trustee Act 1956
Unit Titles Act 1972
Wages Protection Act 1983
Waste Minimisation Act 2008
Wild Animal Control Act 1977
Wildlife Act 1953



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Appendices



SUSTAINABLE DEVELOPMENT PLANNING

ASSET MANAGEMENT PLANNING

The Asset Management Plans set out how Council delivers its asset-based services:

- to the standards expected by customers;
- at the most competitive cost to customers;
- through management of assets in a way that is sustainable in the long term;
- in compliance with legal requirements.

The Asset Management Plans comprise four key elements:

- the service standards which Council aims to achieve;
- the asset system used to achieve the service standards;
- the life cycle of asset management strategies (which set out how Council manages the assets); and
- quality assurance processes.

Service standards set out the services to be delivered and the targets Council aims to achieve in their delivery. Target service standards include:

- customer service standards;
- legislative standards;
- technical standards; and
- environmental standards.

Customer service standards look at services from a customer's perspective. Council customers have been consulted about some standards, major projects and issues such as the fluoridation of the Petone water supply, and the Trunk Wastewater System (which includes the Seaview Wastewater Treatment Plant and network operations).

Technical and environmental service standards are determined by legislation, industry and environmental best practice and in consultation with local community special interest groups, iwi and Central Government agencies.

The asset system describes the assets Council uses to deliver the services. It includes a high level summary of the asset's condition, an assessment of the asset's service capabilities and a forecast of the future demand for the services.

Life cycle management covers the four key strategies necessary to deliver the required service standards.

- Management/Monitoring Strategy.
- Maintenance/Operations Strategy.
- Asset Renewal Strategy.
- Asset Development Strategy.

The first three strategies maintain the service capability of existing assets, while the Asset Development Strategy aims to close gaps between the current service capability and target service standards.

Financial programmes associated with the four strategies are fed into Council's long term financial planning. For example, the Asset Renewal Strategy feeds into the "Maintaining Services" category of projects in the Community Plan, and the Asset Development Strategy feeds into the "Improving Services" category.

Quality assurance sets out how Council evaluates its asset management planning processes against industry best practice. This can be through evaluation of Council's asset management planning against accepted criteria, and/or through internal and external reviews. Recent evaluations have indicated that Council's asset management planning generally compares favourably with best practice elsewhere in New Zealand.

CLIMATE CHANGE CONSIDERATIONS

Projections in the Asset Management Plans of the future demand for asset-based services include assessments of the impacts of predicted climate change on these services where these may be significant. For example, allowance has been made for a hotter and drier climate in projections of the future demand for water supplies in the city.

Groups of Assets Managed By Council

COMMUNITY ASSETS

Council manages the community's cultural, social and recreational assets in the form of libraries, pools, parks, Council-owned property, and museums. These assets are maintained to agreed levels of service set out in the Asset Management Plan.

SWIMMING POOLS

The provision of public swimming pools throughout the city helps contribute to Community Outcome 5 – Lifestyle:

- Affordable access to community facilities that include arts, cultural and recreational options.

With six pool complexes available, Council endeavours to maximise benefit to a wide cross-section of the community by providing aquatic recreational, learning and fitness programmes.

The Asset Management Plan aims to maintain these important recreational facilities to meet community need and demand. The Plan identifies maintenance and replacement programmes, aimed at ensuring the continued running of safe, efficient and enjoyable aquatic facilities.

PROPERTY

The property activities contribute to Community Outcomes 5 – Lifestyle and 6 – Regional Foundations:

- A city that is safe.
- Affordable access to community facilities that include arts, cultural and recreational options.
- A quality standard of affordable housing.

On 1 May 2007, the Council transferred most of its social housing assets and property management functions to Urban Plus Limited, a Council-Controlled Trading Organisation. The company has three principal functions.

These are:

- Ownership and management of the social rental housing.
- Property management of other Council property.
- Property development in preparation for sale or lease, where property is surplus to Council's needs or to fulfil a housing public work requirement, and where this activity provides an appropriate return for the costs and risks of development.

Council provides community buildings such as libraries, halls and toilets as well as social rental housing through Urban Plus Limited to:

- Ensure local communities have access to venues for recreational, cultural and governance activities.
- Provide well maintained and safe living environments for tenants that are affordable and meet their needs.
- Be a contributor to the community's housing needs.

The portfolio comprises the following:

- Community and civic halls and venues.
- Library buildings.
- Public toilets.
- Community houses.
- Council's administrative building and suburban service centres.
- Housing units for the elderly and socially disadvantaged.
- Vacant land.

The portfolio is progressively reviewed to ensure that it is used efficiently and meets the needs of identified internal and external clients.

Vacant land properties identified by Council for possible disposal go through the appropriate consultation and statutory processes, and Council approvals. Following these processes and approvals, those properties determined by Council to be available for sale will either be transferred to Urban Plus Limited for development and/or disposal, or sold to other parties in accordance with the relevant statutory processes and Council decisions.

The company undertakes Condition Assessment Surveys annually to:

- Review the condition of the asset for assessing capital expenditure and maintenance costs.
- Determine whether the asset can maintain the required level of service.
- Collect information for development of financial forecasts for Community Plan and associated funding applications.
- Update and improve the Asset Management Plan.
- Deliver ongoing service to internal and external customers.
- Adhere to Risk Management processes.

The financial programme for capital expenditure, renewals and operating expenditure is based on these inspections and the projection of each asset's remaining useful life.

PARKS AND RESERVES

Parks and Reserves help contribute to Community Outcome 5 – Lifestyle:

- Affordable access to community facilities that include arts, cultural and recreational options.

The city has 5,305 hectares of parks and reserves, 54 children's playgrounds and 29 sports grounds which the community utilises.

Council has reached agreement with Greater Wellington Regional Council whereby Greater Wellington will assume the management responsibility for Council-owned land that falls within the boundaries of a regional park.

The purpose of this arrangement is to allow the integrated management of land forming part of the East Harbour Regional Park and the Belmont Regional Park.

Infrastructural Assets Managed by Council

Council manages the community's infrastructural assets including roading networks, landfills, water supply, stormwater and wastewater collection and treatment. These assets are maintained to agreed levels of service set out in the Asset Management Plan.

ROADING AND TRAFFIC

The roading and traffic activity primarily contributes to Community Outcomes 2 – Connected and 7 – Sense of Place:

- Enhanced roading system.
- A built environment that is attractive, safe and healthy.

The road network provides for safe, reliable and efficient travel throughout the city. Levels of service are defined in the Asset Management Plan and achievement against these is measured through the Communitrak survey. The asset comprises roads, bridges, footpaths, street lights, traffic improvements (for example, traffic lights, roundabouts, kerb extensions) and barriers.

The overall condition of the network can be determined accurately owing to the "visible" nature of the assets. Specialist consultants carry out annual condition rating surveys, the results of which are used to identify current maintenance needs. Pavement deterioration modelling is also undertaken to ensure levels of service will be maintained over the longer term.

Extensions and improvements to the network are achieved through:

- Subdivisional development work, primarily around the perimeter of the current network.
- Improvement projects within the existing network that are ranked in terms of benefit/cost analysis, the benefits being achieved through travel-time savings or safety enhancements.

A seismic review has been undertaken on the city's bridges to determine which would be damaged in the Wellington Lifelines Group's one in 250 year regional earthquake. With the completion of seismic strengthening work on the Estuary and Melling bridges, all four bridges across the Hutt River now meet the required standard. Attention has shifted to the remaining smaller bridges that have been identified as being "at risk". It is hoped that this work would significantly reduce the disruption to movement around the city in the event of a major earthquake.

WATER SUPPLY

The supply of high quality, affordable water for domestic and commercial use contributes primarily to Community Outcomes 1 – Community Prosperity and 4 – Healthy Environment:

- A local economy that is attractive to businesses and residents.
- Clean air, water and land.

Through the supply of water to residents and businesses, Council contributes to the health of the community, and to community safety through the fire-fighting capability of the water supply system.

Council purchases bulk water from Greater Wellington Regional Council and distributes it to the community through the water supply system, which comprises 24 reservoirs, 13 pumping stations and 690 km of underground pipelines. The water supply network throughout the city is in satisfactory condition and performs well even at peak demand periods.

The areas that require improvement are as follows:

- Additional capacity for subdivision or development of land.
 - Additional capacity in the network is required for subdivision or development of land throughout the city. The recent upgrading works in Upper Belmont/Sweetacres will provide water to the new subdivision, improve supply to existing customers and facilitate further development.
- Improving emergency response and contingency planning. This comprises:
 - Maintaining storage in reservoirs. There is an ongoing programme to upgrade and improve the structural integrity of reservoirs to meet minimum seismic requirements identified in recent and continuing seismic investigation studies. The work will help improve the availability of supply after an earthquake. There is an ongoing programme to install auto shut-off valves at key reservoirs.
- Improving reliability of the water supply.
 - There is an ongoing programme to install bulk link mains in the city to improve the reliability of water supply to customers. Stage One of a link main connecting the Hutt Road and Western Hutt Road water supply systems was installed in Petone in 2003/04. Stage Two has been completed in conjunction with the upgrading of SH2 by the NZ Transport Agency. Link mains in Kelson/Fairway Drive and Tama Street/North Street are proposed in the Community Plan for 2012/13 and 2015/16 respectively.

STORMWATER

The stormwater activity primarily contributes to Community Outcomes 1 – Community Prosperity and 4 – Healthy Environment:

- A local economy that is attractive to both businesses and residents.
- Having clean air, water and land.

Through the provision of a stormwater drainage system to manage surface water run-off from urbanised catchments Council:

- Contributes to the safety of the community by minimising the incidence of flooding.
- Minimises property damage from flooding and thus supports the economy of Hutt City.
- Provides a cost-effective stormwater system, which supports development in Hutt City.

The stormwater network comprises a primary system of 528 km of pipes, 24 km of open drains and canals, 13 pumping stations and five retention dams, streams, and a secondary system of overland flowpaths. The pump stations and retention dams generally provide a satisfactory level of flood protection.

The majority of the open watercourses maintained by Council perform satisfactorily. The capacity of the Opahu Stream, however, has been significantly reduced over the years by the filling of much of the original floodplain, narrowing of the stream channel, landscaping and fencing in private properties. Extensive work has been carried out on the stream, providing improved capacity, and a major pumping station on the stream's outlet to the Hutt River was completed in 2007/08.

Management of the stormwater system is focused on the renewal of existing assets that have reached the end of their useful lives and the provision of new assets to provide an increase in the stormwater levels of protection for the community.

- Renewal of pipes: The renewal of piping assets, while ensuring that the stormwater infrastructure is being maintained at an acceptable level, also enables Council to provide increased piping capacity in line with current urban design standards. Traditionally stormwater piping standards, within Hutt City and throughout the country, have been designed with sufficient capacity for a five-yearly rainfall storm. Current design standards, however, are aimed at providing stormwater piping to have sufficient capacity for a 10-year rainfall storm. Therefore, as the pipe renewal work progresses the standard of stormwater protection will gradually increase across the city.
- Hutt City Council proposes to carry out upgrading of stormwater drains affected by major upgrading of the Hutt River floodplain by Greater Wellington Regional Council. This work will be ongoing with \$289,000 budgeted in the 2009/10 year.
- Major upgrading of the Awamutu Stream will be carried out between 2009/10 and 2013/14 at an estimated cost of just over \$6m.
- Upgrading projects will be considered annually to mitigate flooding hot spots throughout the city.

WASTEWATER

The wastewater activity primarily contributes to Community Outcomes 1 – Community Prosperity and 4 – Healthy Environment:

- A local economy that is attractive to both businesses and residents.
- Having clean air, water and land.

Through collecting, treating and disposing of wastewater, Council provides a service to residents and businesses which supports development in the city and protects the physical environment and health of the community.

Wastewater is collected by the local wastewater system (which consists of 568 km of pipes and 24 pump stations) and delivered to the Trunk Wastewater System.

The Trunk Wastewater System comprises 104 km of trunk pipes, 19 pump stations, two peak flow storage tanks, the wastewater plant at Seaview and the outfall at Pencarrow. The wastewater treatment plant at Seaview, commissioned in 2001, has produced significant improvements for the city environment.

Parts of the wastewater network, however, are still subject to overloading with inflow of stormwater and infiltration of groundwater during heavy rain. This can result in overflows of diluted wastewater from the system. These overflows can be detrimental from health, environment and social perspectives. They are also culturally unacceptable.

Council has a comprehensive strategy in place to reduce incidences of overflow from the system. This comprises:

- Reducing wet weather flows by reducing:
 - Infiltration in Council drains. There are ongoing programmes to replace every pipe in the city over the life cycle of the pipe.
 - Inflow and infiltration from private drains. Private drains are a significant contributor to wet weather overloading and community co-operation is required to resolve the issue.
- Providing additional capacity to convey higher flows. Work to further increase the capacity of the wastewater system in the Leighton Avenue catchment will be undertaken in the 2009/10 year.
- Providing storage to accommodate wet weather loading. A 10,000 cubic metre storage tank at Silverstream to eliminate the Welcon Scour (wastewater overflow) overflows into the Hutt River and minimise the quantity and improve the quality of overflows into the Hutt River has been operational since August 2006. The cost of this facility was approximately \$10 million.

ASSUMPTIONS, UNCERTAINTIES AND RISK FOR FINANCIAL ESTIMATES

The financial programme for renewal of water supply, stormwater and wastewater assets is based on projections of useful lives and the replacement value of the system. For above ground assets physical inspection can be carried out to ascertain the useful lives. Useful lives of underground assets are determined by a combination of physical inspection and condition modelling.

Significant errors in asset valuation could lead to the asset renewal programme being under- or over-funded. Significant errors in assessing useful lives of assets will impact on the timing of renewal works but not on the total renewal programme over the life cycle of the assets.

To minimise the risk, a quality assurance system is in place to ensure the accuracy of the asset register. In addition, asset valuations are carried out by independent valuers and are subject to audit.

Generally the useful lives of assets are consistent with the International Asset Management Manual. But in some cases adjustments have been made when experience shows that the remaining lives are shortened or extended by local conditions.

SUMMARY OF 2004 WASTE MANAGEMENT PLAN

The Hutt Valley Waste Management Plan (WMP) outlines the high level strategy for the future by which the Hutt City Council and the Upper Hutt City Council will jointly manage waste. The WMP breaks new ground for both Councils for the following reasons:

- It is the first time both councils have worked together to produce a WMP for the Hutt Valley.
- It addresses both solid and liquid waste.
- The WMP has been prepared using the policy framework established by the New Zealand Waste Strategy (NZWS) – Towards zero waste and a sustainable New Zealand. Prior to this Strategy there were no national standards or targets concerning the management of waste.

The NZWS outlines a series of national targets for waste management and waste reduction. At this stage the NZWS is not legally binding on territorial local authorities – provided positive progress is made to meet targets. If not, government may consider this as an option.

The WMP comes in three sections. The first section outlines what each Council currently has in place, with respect to the management of solid and liquid waste in the Hutt Valley. The second section outlines the proposed Hutt Valley waste targets (which are the same as the NZWS targets) and reports on progress to date in meeting each target. The third section projects into the future and explores issues and opportunities to further reduce waste in the Hutt Valley.

Positive progress has been made on several fronts to manage and reduce waste in the Hutt Valley. This work is set to continue. However, it is possible that the NZWS targets for

organic wastes and construction and demolition wastes will not be met within the set timeframes. While there are no available solutions at this point, both Councils are aware of the issues involved and are keen to investigate options that are economically, socially and environmentally feasible.

A copy of the full 2004 Waste Management Plan can be obtained by contacting Council on ph: (04) 570 6666 or going to: www.huttcity.govt.nz/council-services/rubbish-and-recycling. Hutt City and Upper Hutt City Councils are currently in the process of reviewing the WMP incorporating the requirements of the Waste Minimisation Act. The revised document called the Waste Minimisation and Management Plan will be made available on the Council website when this work has been completed.

DOCUMENT PURPOSE

The vision for managing waste in the Hutt Valley is to move towards zero waste and a sustainable New Zealand. The objectives for the WMP are as follows:

- To promote and encourage cost-effective, efficient and sustainable waste management practices within the Hutt Valley.
- To minimise the quantity of waste being generated and disposed of within the Hutt Valley by providing strategies and tactics to encourage waste reduction, reuse, recycling, and recovery before residual disposal.

The Local Government Act 2002 continues the original requirements of the 1996 Local Government Amendment Act No 4. This legislation requires that Councils effectively and efficiently manage waste from the point of generation through to disposal. The legislation also requires that the WMP take into consideration the waste management hierarchy that involves

a combination of methods including reduction, reuse, recycling, recovery, treatment and disposal.

The Plan focuses on the management of solid and liquid waste in the Hutt Valley. The Plan does not specifically address gaseous waste, as this is outside the role of both Councils.

Both Councils will also include details in their respective Annual Reports about the progress achieved during the reporting period.

The WMP is consistent with New Zealand's international obligations under the Kyoto Protocol, national policies, regional policies, and existing Council waste management policies.

Under the Kyoto Protocol New Zealand's commitment is to limit its total emissions of greenhouse gases to 1990 levels, on average, over the period 2008-2012.

Within New Zealand emissions of methane from landfills are projected to decrease, given the trend towards building larger, better designed landfills and a continuing increase in the collection of landfill gas for energy.

With respect to wastewater, total gas emissions were projected to increase after 2000, but are projected to remain below 1990 levels in 2020.

LINKAGE TO THE COMMUNITY PLAN

Each city's Community Plan is put together by the respective community and Council, and sets the city's strategic direction for the next 10 years. The Community Plan is reviewed once every three years, and the Community Outcomes contained within the document must be reviewed and evaluated once every six years to ensure that Council is on track.

Hutt City Council's Community Plan notes that:

1. Council's Solid Waste Division contributes to strategic goals and Community Outcomes by:
 - Encouraging waste minimisation and environmentally friendly practices.
 - Ensuring refuse is managed and disposed of in a safe, efficient and sustainable manner that maintains the city's natural and aesthetic values.
2. Council's Wastewater Division contributes to strategic goals and Community Outcomes by:
 - Contributing to the health of the community through the efficient collection, treatment and disposal of wastewater in an environmentally sustainable manner.
 - Providing a high quality, cost-effective wastewater system, which supports development in Hutt City.

NEW ZEALAND WASTE STRATEGY (NZWS)

The WMP has been prepared in accordance with the requirements of the NZWS.

The NZWS is the result of a process involving Local Government New Zealand and the Ministry for the Environment. Together they developed a new national vision for minimising and better managing waste. The NZWS covers solid, liquid and gaseous waste, and recognises that moving towards zero waste and a sustainable New Zealand is a long term challenge. It has three core goals:

- Lowering the social costs and risks of waste.
- Reducing the damage to the environment from waste generation and disposal.
- Increasing economic benefit by more efficient use of materials.

New Zealand's waste problem is large, and growing. Waste reduction cannot succeed without a system that manages waste from the point of generation through to disposal. A more effective, integrated approach to material and resource efficiency is needed at every stage of production and consumption.

Up to now waste policies have focused on end of pipe solutions by dealing with disposal rather than prevention. Yet there is a direct link between New Zealand's rate of economic growth and the amount of waste we produce. The long term challenge is to break this link and achieve sustainable growth by learning how to use resources more efficiently – to produce more with less.

The NZWS sets challenging national targets, which are addressed in Section 3.0 of the full Plan available on www.huttcity.govt.nz. While the NZWS was reviewed in 2003 and 2006, no targets were revised as a result of those reviews.



WATER AND SANITARY SERVICES ASSESSMENTS

All territorial authorities are required to carry out assessments of Water and Sanitary Services under Part 7 of the Local Government Act 2002. The primary purpose of an assessment of sanitary services is to ensure that public health is adequately protected. The legislative requirement reflects concerns expressed by government agencies in recent years that in some parts of New Zealand little thought has been given to the ability to provide water and sanitary services of an acceptable standard sustainably into the future.

Although much of the information required to be included in assessments is already contained in asset management plans and other documents and systems, the Local Government Act 2002 requires that this information is brought together in a form suitable for consideration by elected members of Councils and by their communities. The assessments were prepared in 2005 and published in the Council's Long Term Council Community Plan 2005-2015, and the information has been updated for inclusion in each subsequent LTCCP.

The Hutt City Council assessments of Water and Sanitary Services are summarised below, with a full assessment for each service available from Council on ph: (04) 570 6666.

Assessments have been prepared for the following water services:

- Water Supply.
- Wastewater.
- Stormwater.

The following sanitary services assessments are also included:

- Cemeteries and Crematoria.
- Solid Waste.
- Public Toilets.

Water Supply Assessment

Urban areas of Hutt City are serviced by a reticulated water supply system comprising approximately 690 km of pipes, 24 water storage reservoirs and 13 pumping stations. This system distributes water purchased from Greater Wellington Regional Council to homes and businesses across the city.

The table below shows the source of water supply to urban areas of Hutt City.

AREA OF SUPPLY	SOURCE OF WATER	IS CHLORINE USUALLY ADDED?	IS FLUORIDE ADDED?
Hutt Valley and Eastbourne (excluding Petone, Korokoro, Stokes Valley, Manor Park and Haywards)	Hutt Valley Artesian System	No	Yes
Petone, Korokoro	Hutt Valley Artesian System	No	No
Stokes Valley, Manor Park, Haywards	Te Marua (Headwaters of Hutt River)	Yes	Yes
Wainuiomata	Wainuiomata (Headwaters of Wainuiomata and Orongorongo Rivers)	Yes	Yes

The reticulated water supply in Hutt City is graded Bb (B for the bulk supply and b for the water distribution) by the Ministry of Health. This grading indicates that the Ministry of Health assesses the Hutt City Council water supply as being "satisfactory, low level of risk". It is probable that an Aa grading ("completely satisfactory, very low level of risk") or an A1a grading ("completely satisfactory, negligible level of risk, demonstrably high quality") would be achieved if chlorine was added to the artesian water supply.

In addition to the reticulated water supply, Hutt City Council provides a supply of untreated artesian water extracted directly from the aquifer, which is available to the community from "Te Puna Wai Ora", an artesian water facility and sculpture situated in the business area of Petone.

The majority of properties in rural areas obtain their water supplies from roof water run-off or from streams on their properties, although there is a small number of rural/residential areas that have a limited (not meeting normal urban standards for pressure and flow) water supply from the reticulated water supply system as an alternative to roof water or stream supplies.

Year round inflows can be expected into private water supplies on account of the temperate climate in Hutt City, although shortages can still occur over summer months depending on weather patterns and the amount of water storage built into each system. Most rural parts of Hutt City are within 15 minutes driving time of the reticulated Hutt City water supply system and tanker services are available which can provide water into private systems if shortages occur.

The quality of water in private water supplies depends on the quality of the source water, the design of the water supply system, including treatment systems, and the way the water supply system is maintained and operated. These factors vary between individual systems. Risks can be managed to acceptable levels in well designed, maintained and operated private water supplies. There is no known history of significant health problems associated with private water supplies in Hutt City.

Public Health Risk Management Plan

The Public Health Risk Management Plan which was developed in 2008 addresses specific risks in relation to the delivery of drinking water to the residents of Hutt City. The plan has been approved by the Regional Health Board drinking water assessors as per the Health (Drinking Water) Amendment Act 2007.

The Amendment Act sets out criteria for water suppliers to follow in order to minimise or mitigate any risks to the water supply. This covers a wide range of scenarios and uses risk management processes as set out in the New Zealand Standard on Risk Management (AS/NZS 4360:2004).

Within the plan are the steps involved in delivering high quality water from the bulk supply to the end user. It is believed that almost all conceivable risks to the water supply have been identified within the plan. However, in order to provide the resilience that is needed in the water supply activity, triggers and reviews have been built into the plan to deal with any new scenarios.

Future Demand

There is not expected to be a significant change in water consumption in Hutt City over the next 20 years unless measures such as water metering are introduced.



Key Issues and Hutt City Council Proposals

Issues associated with the water supply to the different communities in Hutt City have been identified in terms of their potential to compromise the achievement of health and environmental aspects of Hutt City community outcomes.

ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>NON-CHLORINATION OF ARTESIAN WATER SUPPLY</p> <p>The artesian water supply in Hutt City is not chlorinated. This means that there is no disinfecting agent in the water to counteract contaminants that may enter the water system. It also means that the water is free from the odour and taste of chlorine and from chlorine by-products.</p> <p>The Hutt City artesian water supply system is managed to high standards which recognise that, although the likelihood of contamination of the Hutt City water supply system is lower than for most other public water supplies, the potential consequences of contamination are greater than for chlorinated water supplies.</p> <p>Despite a history of satisfactory performance there remains a higher risk associated with the Hutt Valley artesian water supply (with respect to the consequences of contamination of the water) than for chlorinated water supplies. This is reflected in the Bb grading by the Ministry of Health for the Hutt Valley artesian water supply. It is likely that an Aa or A1a grading could be achieved if the supply was chlorinated.</p> <p>The level of community awareness of the low level of the risk associated with the current non-chlorinated water supply is uncertain and community acceptance or otherwise of this risk has not been determined.</p>	<p>That Hutt City Council carries out a process of consultation to inform the community of the risks associated with the non-chlorination of the public water supply and to obtain community views on:</p> <ul style="list-style-type: none"> ➔ Acceptance of a higher level of risk and retention of an un-chlorinated artesian water supply. ➔ Rejection of a higher level of risk and acceptance of chlorination of the artesian water supply.
<p>NON-FLUORIDATION OF PETONE WATER SUPPLY</p> <p>Fluoride is added to most public water supplies in New Zealand as a dental health measure. It is not necessary to add fluoride in order to produce water suitable for consumption. The water supply system is simply used as a means of distributing fluoride efficiently and cost-effectively to communities. Fluoridation of water supplies is therefore not a water supply issue but a public health issue.</p>	<p>The possible fluoridation of the Petone water supply was the subject of an extensive public consultation process with the Petone community. This process showed that there was a strong preference for the retention of the un-fluoridated water supply that Petone has received (with some temporary short-term interruptions) since a reticulated water supply was first provided. No further action is proposed.</p>

ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>LEVEL OF SECURITY OF BULK WATER SUPPLY AGAINST WATER SHORTAGES</p> <p>The current level of security (1 in 50 year drought) against bulk water shortages could be eroded by growth in the demand for water. Although significant population growth in Hutt City is not expected over the next 20 years, recent growth over the wider Wellington region has exceeded projections. This is likely to necessitate either:</p> <ul style="list-style-type: none"> ➔ The construction of additional bulk water supply infrastructure (with a possible increase in bulk water costs to Hutt City), or ➔ A reduction in the average per capita water consumption from the public water supply if the current level of security of supply is to be maintained. 	<p>That a co-operative approach between the Councils in the Wellington area to reducing average water consumption as an alternative to expansion of the bulk water system be supported.</p>
<p>HEAVY METALS LEACHING OUT OF PLUMBING</p> <p>Some plumbing fittings contain heavy metals such as lead, which can leach into the water supply.</p>	<p>This issue is not confined to Hutt City. It is proposed that Hutt City Council request the Ministry of Health to produce material to inform communities in New Zealand of this risk, of the advantages of not using the “first flush” of water for consumption, and to consider limits on some metal levels in fittings for potable (drinking water) plumbing.</p>
<p>EASTBOURNE – SECURITY OF SUPPLY</p> <p>The water supply to Eastbourne flows in a southwards direction from Point Howard through two pipelines in Marine Drive (one of which will need to be decommissioned in the future). In the event of a failure of these pipelines the water supply to Eastbourne south of the point of any failure will be immediately disrupted owing to an inability for Eastbourne to be supplied from an alternative source.</p>	<p>Hutt City will investigate the need for a reservoir at the southern end of Eastbourne to improve the security of the water supply to Eastbourne.</p>
<p>SILVERSTREAM BULK WATER SUPPLY PIPELINE</p> <p>The main bulk water supply pipeline from Te Marua Treatment Plant passes over the Silverstream Road Bridge and may be vulnerable in a major earthquake or major flood in the Hutt River. This would shut off the bulk water supply to Manor Park and Haywards (and the primary supply to Porirua City and much of Wellington City).</p>	<p>Greater Wellington Regional Council has carried out investigations into the security of this pipeline and into alternatives. Security of this pipeline has been improved as a result of the strengthening of the Silverstream Bridge although it would be unlikely to survive a major movement of the Wellington faultline.</p>



ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>PRIVATE WATER SUPPLIES</p> <p>Most private water supplies are sourced from roof water run-off or from streams. A degree of contamination of water from these sources is inevitable. Contaminants may also be able to enter on-site water storage tank(s). Private water supply systems may not incorporate treatment capable of removing or mitigating the effects of contaminants that are likely to enter the water supply and may not have water quality testing programmes, planned maintenance programmes or keep system records.</p>	<p>Hutt City Council will provide information on the risks associated with on-site water supplies and how these can be managed. This information may be developed in association with health authorities.</p> <p>Hutt City Council will develop guidelines for new on-site water supply installations.</p> <p>Hutt City Council will establish a database of private water supply systems in Hutt City. It will carry out inspections of a proportion of on-site water supplies as part of maintaining this database, also Hutt City Council will establish a system to track new on-site water supply systems.</p>

Roles of Hutt City Council – Public Water Supply

Hutt City Council is responsible for ensuring the public water supply in Hutt City is managed in a way that contributes towards the achievement of community outcomes for the city. This involves:

- Setting standards to be achieved in the provision of the water supply.
- Setting water supply policy.
- Managing the interface with consumers.
- Monitoring the performance of the water supply activity.
- Advocating to and working with Greater Wellington Regional Council to ensure that the bulk water supply to Hutt City meets the requirements of the community.
- Managing the interface with Capacity – the Hutt City Council and Wellington City Council jointly-owned water management entity.
- Approving budgets for the water supply activity including the setting of water supply charges through the Community Plan process.

- Carrying out an assessment of water supply in Hutt City as required by the Local Government Act 2002.

Capacity is responsible to Hutt City Council for:

- Making recommendations on standards and policy.
- Managing the water supply system through the asset management plan process to achieve required outcomes.
- Ensuring risks are identified and managed within acceptable limits.
- Managing the maintenance and operation of the water supply system.
- Developing and implementing programmes for the progressive replacement of the water supply system.
- Developing and implementing programmes to upgrade and extend the water supply system to meet future demand.
- Ensuring new water supply infrastructure is designed and constructed to required standards.
- Monitoring the performance of the water supply activity including the quality of water supplied.

Roles of Hutt City Council – Private Water Supplies

The roles of Hutt City Council with respect to private water supplies reflect that both private and public water supplies contribute towards the achievement of community outcomes.

- Advisory – Providing advice to property owners on risks associated with on-site water supplies and on the management of on-site water supply systems. (Note that this role is not mandatory but is recommended reflecting the customer focus of Hutt City Council.)
- Regulatory – Setting requirements for servicing of new developments including requirements for on-site water supplies and managing compliance with New Zealand Building Code Requirements for Water Supply.
- Assessments – Carrying out an assessment of groupings of private water supplies as part of a wider assessment of water supply in Hutt City as required by the Local Government Act 2002.
- Partial Service Provider – Providing water supply for tankers to enable on-site water supplies to be replenished.

Wastewater Assessment

Urban areas of Hutt City are serviced by a reticulated wastewater system that is intended to provide for the effective and reliable disposal of domestic and industrial wastewater from residential properties and the business community.

The local wastewater reticulation to which each serviced property is connected comprises a network of approximately 568 km of relatively small diameter pipes (typically 150 mm to 225 mm in diameter). The local wastewater reticulation discharges into a system of 104 km of trunk sewers (ranging up to 1,350 mm in diameter) which convey wastewater to the treatment plant at Seaview.

Most wastewater pipelines operate by gravity drainage (they run downhill) although there are 43 pumping stations which pump wastewater to higher levels when gravity drainage is not practical.

The trunk wastewater system services both Hutt City and Upper Hutt City. Wastewater from reticulated areas of Hutt City and Upper Hutt City is treated at the Seaview Wastewater Treatment Plant. An 18 km long 1,350 mm diameter pressurised pipeline conveys disinfected effluent from the Seaview Treatment Plant to an outfall at Pencarrow Head a short distance beyond the eastern entrance to Wellington Harbour.

A by-product of the treatment process is bio-solids, which are the stabilised material extracted from the wastewater during the treatment process. The bio-solids produced by the Seaview Treatment Plant are dried before being disposed of by landfill.

The flow through the treatment plant in 2008 was approximately 55,600 cubic metres per day averaged over the entire year and approximately 41,000 cubic metres per day during dry weather.

The following table summarises the characteristics of the untreated wastewater and of the effluent from the Seaview Treatment Plant.

	UNTREATED WASTEWATER*	TREATED EFFLUENT FROM TREATMENT PLANT*	RESOURCE CONSENT LIMIT FOR TREATED EFFLUENT
cBOD5 (g/m ³) (Carbonaceous Biochemical Oxygen Demand over 5 days – a measure of the potential for carbonaceous material in the wastewater to deplete levels of dissolved oxygen)	194	8	50
Suspended solids (g/m ³) (A measure of the level of finely suspended material)	244	13	50
Faecal coliforms (cfu/100ml) (A measure of levels of bacteria originating from the gut of animals including humans)	5,000,000	284	1,000

*Average Values over the period December 2007 – November 2008

Wastewater from properties in rural areas of Hutt City is generally disposed of by means of conventional septic tanks and on-site effluent disposal fields. Solids that accumulate in septic tanks must be removed periodically and disposed of. A septic tank cleaning service is provided by several companies and usually involves pumping the contents of the septic tank into a tanker for subsequent controlled disposal into the Hutt City wastewater system.

The adequacy of on-site disposal systems depends on their initial design and construction, the ability of effluent disposal fields to accommodate the volumes of effluent discharged, and the ongoing maintenance and operation of the systems. These factors vary between individual systems. Environmental and health risks can be managed to acceptable levels in on-site wastewater systems that are designed, constructed, operated and maintained to appropriate standards.

There is no known history of significant health or environmental problems associated with the remaining private on-site wastewater systems in Hutt City although further environmental monitoring is recommended.

Future Demand

The population is projected to increase slightly across the Hutt Valley over the period 2006 to 2031, with a medium average annual increase of 0.1%. Demand forecasts estimate a slight increase in total wastewater flows over the next 20 years, in accordance with growth projections.



Key Issues and Hutt City Council Proposals

Issues associated with wastewater disposal from the different communities in Hutt City have been identified in terms of their potential to compromise the achievement of health and environmental aspects of community outcomes for Hutt City.

ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>FUTURE EFFLUENT DISPOSAL FROM THE SEAVIEW TREATMENT PLANT</p> <p>The Main Outfall Sewer that conveys effluent from the Seaview Treatment Plant to the outfall to the ocean at Pencarrow Head has an estimated remaining life of 20 years. Either rehabilitation of the pipeline or an alternative means of effluent disposal (which could be a replacement pipeline) will be necessary.</p> <p>Treated and disinfected effluent is discharged at Pencarrow Head from an outfall located near the shoreline. The effects of the effluent discharge are being monitored. Any adverse effects may influence a decision on future effluent disposal.</p>	<p>A 25 year Resource Consent was granted by Greater Wellington Regional Council in August 2006 for the ongoing disposal of effluent from the Seaview Treatment Plant at the Pencarrow outfall.</p> <p>A Management Plan for the Main Outfall Pipeline has been prepared and ongoing monitoring of the condition of the pipeline is being undertaken.</p>
<p>WASTEWATER OVERFLOWS TO THE WAIWHETU STREAM</p> <p>There are wastewater discharges to the Waiwhetu Stream during heavy rainfall owing to excessive stormwater entry to the wastewater system in the Leighton Avenue area.</p>	<p>To continue implementation of a comprehensive strategy of integrated measures to reduce the wet weather loading on the wastewater system to acceptable levels. This strategy includes:</p> <ul style="list-style-type: none"> → Reducing direct discharges of stormwater to the wastewater system through inflow reduction programmes. → Programmes for the replacement of defective public drains. → Development of a policy on the replacement of private drains identified as not meeting required standards. → Provision of storage for peak wet weather flows. → Provision of additional system capacity to reduce localised constrictions in the wastewater system (taking account of effects of the additional flows on the wastewater system downstream).

ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>WET WEATHER OVERLOADING OF THE WASTEWATER SYSTEM</p> <p>Problems are also experienced with overloading of the wastewater system in other areas of the city owing to excessive stormwater entry to the wastewater system during heavy or prolonged rainfall. At other times the wastewater system generally operates very well. Areas where high wet weather flows are a particular problem include Wainuiomata, Stokes Valley, Naenae and to a lesser extent parts of Eastbourne, Hutt Central and the Western Hills.</p>	<p>To continue implementation of a comprehensive strategy of integrated measures to reduce the wet weather loading on the wastewater system to acceptable levels. This strategy includes:</p> <ul style="list-style-type: none"> → Reducing direct discharges of stormwater to the wastewater system through inflow reduction programmes. → Programmes for the replacement of defective public drains. → The adoption and implementation of a policy on the replacement of private drains identified as not meeting required standards. → Provision of storage for peak wet weather flows. → Provision of additional system capacity to reduce localised constrictions in the wastewater system (taking account of effects of the additional flows on the wastewater system downstream).
<p>COLIFORM LEVELS – SOUTH END OF EASTBOURNE</p> <p>Relatively high coliform levels have been recorded in the sea in the vicinity of a property at the end of Eastbourne that retains a septic tank for wastewater disposal.</p>	<p>Investigations into possible links between the septic tank and coliform levels have been carried out and no link has been established. Hutt City Council will investigate the possibility of providing a reticulated wastewater connection to this property in conjunction with any alterations to the wastewater infrastructure as part of the proposed redevelopment of the Korohiwa area.</p>
<p>ON-SITE WASTEWATER DISPOSAL SYSTEMS</p> <p>The inadequate design, operation and/or maintenance of on-site wastewater disposal systems can lead to health and environmental problems.</p>	<p>Hutt City Council has commenced the preparation of a database of on-site wastewater disposal systems in the city. It is proposed that this be aligned with a similar regional database being prepared by Greater Wellington Regional Council.</p> <p>It is further proposed that a programme to monitor health and environmental effects of on-site wastewater disposal in Hutt City be developed in conjunction with Greater Wellington Regional Council. This programme would include site inspections of a proportion of on-site wastewater systems. Hutt City Council will establish a system to track new on-site wastewater disposal systems.</p>
<p>WET WEATHER DISCHARGES FROM THE WESTERN HILLS TRUNK SEWER</p> <p>High wet weather flows from Upper Hutt and to a lesser extent from Stokes Valley can cause overloading of the Western Hills trunk sewer and downstream infrastructure leading to overflows to the Hutt River south of Manor Park.</p>	<p>A wet weather peak flow storage facility has been constructed at Silverstream to reduce these overflows and provide them with partial treatment during these extreme events. This \$8.3 million facility has been operational since August 2006.</p>

Roles of Hutt City Council – Public Wastewater System

Hutt City Council is responsible for ensuring the public wastewater system is managed in a way that contributes towards the achievement of community outcomes for the city. This involves:

- Setting standards to be achieved in the management of wastewater disposal.
- Setting wastewater policy.
- Public education on wastewater management issues.
- Managing the interface with the community.
- Monitoring the environmental effects of wastewater (and effluent) discharges.
- Managing the interface with Upper Hutt City Council through the Hutt Valley Services Committee.
- Managing the interface with Capacity – the Hutt City Council and Wellington City Council jointly-owned water management entity.
- Approving budgets for the wastewater activity through the Community Plan process.
- Monitoring the performance of the wastewater activity.
- Carrying out an assessment of wastewater management in Hutt City as required by the Local Government Act 2002.

Capacity is responsible to Hutt City Council for:

- Making recommendations on standards and policy.
- Managing the wastewater system through the asset management plan process to achieve required outcomes.
- Ensuring risks are identified and managed within acceptable limits.
- Managing the maintenance and operation of the wastewater system.
- Developing and implementing programmes for the progressive replacement of parts of the wastewater system as they reach the end of their useful life.
- Developing and implementing programmes to upgrade and extend the wastewater system as required to meet future demand.
- Ensuring new wastewater infrastructure is designed and constructed to required standards.
- Monitoring performance as an input to the monitoring of the wastewater activity by Hutt City Council.

Roles of Hutt City Council – Private Wastewater Systems

The roles of Hutt City Council with respect to private wastewater systems reflect that both private and public wastewater systems contribute towards the achievement of community outcomes.

- Advisory – Providing advice to property owners on risks associated with septic tank systems and on the operation and management of septic tank systems.
- Regulatory – Setting requirements for servicing of new developments including verifying compliance of new installations with required standards (normally AS/NZS 1547:2000).
- Monitoring – Maintaining records of septic tank systems and monitoring health and environmental issues associated with groupings of these systems.
- Assessments – Carrying out an assessment of groupings of private wastewater systems as part of a wider assessment of wastewater management in Hutt City as required by the Local Government Act 2002.
- Possible Future Service Provider – Monitoring development in areas serviced by septic tanks and the performance of groupings of on-site wastewater systems to determine if and when reticulated wastewater systems may be appropriate.

Stormwater Assessment

Residential properties and the business community in developed areas of Hutt City are serviced by a reticulated stormwater system comprising approximately 528 km of stormwater pipes, over 11,200 manholes, five retention dams and 13 pumping stations which convey stormwater to receiving watercourses. The stormwater pipelines in the Hutt City system range in size from 100 mm to 1,800 mm in diameter with 65% of the pipes being between 225 mm and 450 mm in diameter.

Most of the Hutt City stormwater reticulation operates by gravity drainage. This means that the pipes run downhill and are not intended to operate under pressure. The 13 stormwater pumping stations provide drainage from localised low-lying areas when gravity drainage is not effective.

Greater Wellington Regional Council is responsible for managing the major watercourses throughout the Wellington region including the Hutt River, the Wainuiomata River, the Waiwhetu Stream (from below Naenae) and the lower section of the Stokes Valley Stream. The majority of stormwater from Hutt City discharges into these watercourses.

Every stormwater pipe and channel has a finite capacity. Most of the stormwater pipelines in Hutt City were designed to accommodate rainfall with a 20% chance of occurring annually (a 5-year average return period). It is not practical to provide stormwater drains that can accommodate all foreseeable rainfall and the risk of blockages in stormwater systems cannot be eliminated. Stormwater systems in "greenfields" developments are now required to comprise both a primary system consisting of pipes and open channels intended to cater for more frequent rainfall events and a secondary system to cater for higher intensity rainfall events. The secondary system consists of overland floodpaths, which convey

floodwaters safely when the primary system is unable to cope. New stormwater pipelines are now designed to accommodate rainfall with an average return period between 10 years (10% chance of occurring annually) and 50 years (2% chance of occurring annually) depending on the risk in specific situations.

It is expected that changing rainfall patterns will continue to be reflected in an increase in the frequency of severe rainstorms that exceed the original design capacity of the stormwater system. Stormwater systems in Hutt City are now designed to accommodate more intense rainfall to reflect climate change.

In rural areas of Hutt City stormwater run-off from roof areas is often diverted to storage tanks as a source of water for on-site water supply systems. Stormwater not used for water supply purposes is generally disposed of to land or to watercourses.

The quality of stormwater is highly variable. Stormwater run-off, and in particular the "first flush" of stormwater run-off following a dry period, often contains many contaminants. These can include sediments, oils, greases, metals and organic material washed from roads and other impervious areas together with rubbish and contaminants illegally discharged into the stormwater system. Contamination of stormwater can also arise from overflows from the wastewater system (generally owing to wet weather overloading of the wastewater system – see wastewater assessment).

Many contaminants entering the stormwater system are subsequently discharged to watercourses. There is expected to be a greater focus on the effects of stormwater discharges on watercourses and on ways that these effects can practically be reduced.

The quality of water at popular swimming beaches in the city is monitored. This monitoring indicates that beach water is usually of a good standard that is suitable for swimming although water quality usually falls for a period following heavy rainfall.

Future Demand

Development in the city is not expected to be of a scale which will substantially increase stormwater run-off overall, although it may be significant in localised areas. The focus of stormwater management in the future is likely to shift away from simply providing pipes to convey stormwater, towards the development of an integrated range of measures to manage the potentially adverse effects of stormwater run-off including flooding, environmental degradation and pollution.



Key Issues and Hutt City Council Proposals

Issues associated with stormwater management in the different communities in Hutt City have been identified in terms of their potential to compromise the achievement of health and environmental aspects of Hutt City community outcomes.

ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>MANAGING ADVERSE EFFECTS OF STORMWATER RUN-OFF</p> <p>Flooding owing to overloading of the stormwater system.</p> <p>Climate change eroding the level of protection against flooding provided by the stormwater system.</p> <p>Degradation of watercourses owing to contaminated stormwater run-off.</p>	<p>Hutt City has adopted a range of measures in response to these issues. With the flooding that has occurred in recent years the point has now been reached where it is proposed that these measures and additional measures that may be appropriate are formalised in a comprehensive stormwater strategy for Hutt City. This will be developed with input from, and as a basis for consultation with, the community and will enable the approach to stormwater management adopted by Hutt City Council to be more clearly communicated to the community. The strategy will include environmental as well as flood-related aspects of stormwater management.</p>
<p>ADEQUACY OF BLACK CREEK CHANNEL – WAINUIOMATA</p> <p>Overtopping of the Black Creek Channel during severe rainfall.</p>	<p>Stage 1 of a programme of major upgrading of the Black Creek channel was completed in 2005/06. Stage 2 was carried out in 2006/07, with the replacement of the Best Street Bridge works completed in 2007/08. Further works to continue the upgrading are proposed from 2010/11.</p>
<p>SECONDARY FLOODPATHS</p> <p>Lack of secondary floodpaths to convey floodwater safely when the primary stormwater system is blocked or overloaded.</p>	<p>It is proposed to continue to require the provision of secondary stormwater floodpaths in new (greenfields) developments to safely convey floodwater when the stormwater pipes are overloaded. Providing secondary stormwater floodpaths is often not possible in well-developed areas although they are provided where they are reasonably practical. The capacity provided in new pipes will reflect the adequacy of secondary floodpaths. Information on the provision of stormwater floodpaths will be incorporated in a stormwater strategy for the city.</p>
<p>OBSTRUCTION OF STORMWATER OUTLETS ON BEACHES</p> <p>A build-up in beach levels may restrict the ability of stormwater outlets to discharge.</p>	<p>It is proposed to continue to improve stormwater outlets on beaches where practical. This is determined on a case-by-case basis. The approach taken to stormwater outlets will be set out in a stormwater strategy for the city.</p>

ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>OVERTOPPING AND MAINTENANCE OF PRIVATE STREAMS</p> <p>Overflows from private streams and accumulation of debris following severe storms.</p>	<p>Hutt City Council will continue to investigate measures such as the provision of secondary stormwater floodpaths and the provision of peak flow bypasses to reduce the flood risk associated with private streams. The practicality of these measures must be determined on a case-by-case basis. The management of private watercourses including responsibilities of the various parties will be formalised in a stormwater strategy for the city.</p>
<p>STORMWATER CAPACITY IN AREAS OF STOKES VALLEY</p> <p>The capacity of some of the main stormwater pipelines which convey stormwater from areas of Stokes Valley to the Stokes Valley Stream is less than desirable leading to backing up and overflowing of stormwater drains during severe rainfall. The issue is compounded by a lack of secondary floodpaths.</p>	<p>It is proposed that the provision of new main stormwater pipelines in areas where repeated problems have been experienced will be investigated as an option in a stormwater strategy for Hutt City.</p>
<p>STATE HIGHWAY 2 OBSTRUCTING OVERLAND FLOW OF FLOODWATER</p> <p>There are several low lying areas between State Highway 2 (SH2) and the base of the Western Hills where floodwater may be trapped behind the State Highway.</p>	<p>A detailed assessment of the level of risk in low lying areas between SH2 and the Western Hills is being carried out and options to mitigate any significant risks are being identified. It is proposed that the assessment be incorporated into a comprehensive stormwater strategy for Hutt City.</p>
<p>HIGH FLOODWATER LEVELS IN THE AWAMUTU STREAM</p> <p>Flooding has been experienced owing to high water levels in the Awamutu Stream.</p>	<p>Water levels in the Awamutu Stream depend significantly on levels in the Waiwhetu Stream. Options for upgrading of the Awamutu Stream channel and lowering downstream water levels are being investigated as part of the modelling of the Awamutu and Waiwhetu Streams. Upgrading of the Awamutu Stream will be carried out from 2009/10.</p>
<p>HIGH FLOODWATER LEVELS IN THE WAIWHETU STREAM</p> <p>Flooding has been experienced owing to high water levels in the Waiwhetu Stream.</p>	<p>Greater Wellington Regional Council, which is responsible for the majority of the Waiwhetu Stream, is preparing a floodplain management plan for the Waiwhetu Stream. This will define options for reducing the flood risk associated with the stream as a basis for a programme of upgrading works.</p> <p>Hutt City Council is continuing investigations into options beyond the Waiwhetu Stream corridor for mitigating the effects of high levels in the Waiwhetu Stream. A stormwater pumping station and a delivery main have been constructed in 2007/08 to improve stormwater drainage in the Gracefield industrial area adjacent to the Waiwhetu Stream.</p>



ISSUE	HUTT CITY COUNCIL PROPOSAL
<p>FLOODING FROM THE HUTT RIVER</p> <p>The Hutt River represents the major flood risk to the Hutt Valley. Failure of the Hutt River flood defences would lead to major flooding in the Hutt Valley.</p>	<p>The flood risk associated with the possible failure of the Hutt River flood defences is being addressed through an \$80 million programme of works being implemented by Greater Wellington Regional Council.</p>
<p>BACKFLOWS FROM THE HUTT RIVER</p> <p>A backflow from the Hutt River up the stormwater system could cause significant flooding.</p>	<p>Additional backflow protection has been provided on several critical stormwater outlets to the Hutt River. It is proposed that an assessment of risks associated with the possibility of backflows through stormwater drains be carried out as a basis for establishment of defined criteria/policy on backflow protection and that the outcome is incorporated into a comprehensive stormwater strategy for Hutt City.</p>
<p>FLOODING IN THE HUTT RIVER COINCIDING WITH HEAVY RAINFALL IN THE HUTT VALLEY</p> <p>Floodgates on stormwater outlets to the Hutt River will be closed when the Hutt River is in flood. Stormwater is unable to discharge at these times (except for some localised areas provided with pumping stations). The backup of stormwater may be significant and lead to flooding if there is heavy rainfall in the Hutt Valley when the outlets are closed.</p>	<p>An assessment of risks associated with the closure of floodgates preventing stormwater outflow will be carried out as a basis for the establishment of defined criteria/policies on backflow protection. The outcome will be incorporated into a comprehensive stormwater strategy for Hutt City.</p>
<p>HIGH FLOOD LEVELS IN THE OPAHU STREAM</p> <p>High flood levels in the Opaahu Stream can lead to flooding in adjacent areas.</p>	<p>Major works have substantially increased the capacity of the lower sections of the Opaahu Stream channel. A major pumping station on the outlet from the stream to the Hutt River has been constructed. This will enable the stream to discharge into the Hutt River when the river is in flood. The remaining flood risk associated with the Opaahu Stream channel was assessed in 2008/09 and the results of the assessment will be included in a stormwater strategy for Hutt City.</p>
<p>OVERLAND FLOWS IN RURAL AREAS</p> <p>Problems have been experienced with overland flows of floodwater resulting from the overtopping of the Wainuiomata Stream.</p>	<p>Investigations into measures to alleviate this problem have identified a combination of remedial measures that are being implemented. During heavy rainfall stormwater run-off in rural areas will follow natural flowpaths which may include overland flows. It is proposed that flowpaths in rural areas during severe rainfall be required to be identified and documented on plans as part of development proposals. This will assist the determination of measures necessary to ensure that acceptable levels of protection against the flooding of buildings are achieved.</p>

Roles of Hutt City Council – Stormwater Management

Hutt City Council is responsible for ensuring that the effects of stormwater run-off are managed in a way that contributes towards the achievement of community outcomes for the city. This involves:

- Setting standards to be achieved in the management of stormwater runoff.
- Setting the stormwater policy.
- Public education on stormwater management issues.
- Managing the interface with the community.
- Monitoring the environmental effects (such as stream health) of stormwater run-off.
- Regulating surface water drainage from new buildings in terms of the New Zealand Building Code.
- Providing advice on stormwater management.
- Managing the interface with Capacity – the Hutt City Council and Wellington City Council jointly-owned water management entity.
- Approving budgets for the stormwater activity through the Community Plan process.
- Monitoring the performance of the stormwater activity.
- Carrying out an assessment of stormwater management in Hutt City as required by the Local Government Act 2002.

Capacity is responsible to Hutt City Council for:

- Making recommendations on standards and policy.
- Managing the stormwater run-off through the asset management plan process to achieve required outcomes.
- Ensuring risks are identified and managed within acceptable limits.

- Managing the maintenance and operation of the stormwater system.
- Developing and implementing programmes for the progressive replacement of the stormwater system.
- Developing and implementing programmes to upgrade and extend the stormwater system as required to meet required standards.
- Ensuring new stormwater infrastructure is designed and constructed to required standard.
- Monitoring performance as an input to the monitoring of the stormwater activity by Hutt City Council.

Cemetery Services Assessment

Local authorities are not legally required to provide public cemeteries and crematoria; however, they are required to ensure that provision is made. Hutt City Council (along with most other Councils) does provide cemeteries for the community. The only other organisations providing cemeteries are churches, the Rununga and Nga Tekau o Poneke – the Wellington Tenth Trust. There is no crematorium provided in the territory managed by the Hutt City Council.

Hutt City Council owns and operates one working cemetery, Taita Lawn Cemetery (including ashes interment) and one ashes interment facility, Wainuiomata Garden of Remembrance. The Hutt City Council is responsible for the maintenance of three historic cemeteries: St James Churchyard, the Wesleyan Cemetery in Bridge Street and Korokoro Cemetery. This assessment primarily concentrates on the provision of services and plots at Taita Lawn Cemetery.

Council manages its cemeteries to match the policies outlined in Council's Bylaw and Cemetery Business Review 1997. A contract is in place for the maintenance, administration and interment services at Council's cemeteries.

This assessment considers issues relating to public health and provision of cemeteries by analysing population, customer satisfaction survey results, and requests for service from members of the public, as well as comments from contractors and local funeral directors.

Population is projected to remain fairly stable over the period 2006 to 2031, with a medium projected average annual increase of 0.1%. The forecast for interments indicates that the number of interments will generally rise between 2005 and 2015. Statistics also predict a change in the balance of ashes interments and burials (body interments) taking place at Taita Lawn Cemetery. It is likely that the number of interments taking place in the form of ashes will increase, while burials will decrease.

The assessment of future demand indicates that Taita Lawn Cemetery will cater for first interments (burial) until approximately 2012. The Wainuiomata Garden of Remembrance facility has recently been expanded and is projected to cater for interments up until 2018 with further expansion possibilities. There is no practical opportunity for further expansion to provide for additional first interments at Taita Lawn Cemetery. Given this situation Council has entered into an agreement to provide a joint service with the Upper Hutt City Council at its site on Akatarawa Road, with Hutt City Council to provide additional land adjacent to the current cemetery for future development.

The Sanitary Services Assessment has not identified any health issues related to the Hutt City Council's provision of cemeteries.

Solid Waste Services Assessment

Hutt City Council provides waste and recycling collection, and waste disposal services, to the community.

The Hutt City Council Bylaw 2008, Refuse Collection and Disposal, sets out the services provided by Council. Private organisations also provide waste disposal and recycling services to the community.

Hutt City Council owns two landfills, which are open to the public – one in Wainuiomata and the other in Silverstream. Council manages the landfill assets, including lifecycle management and renewal of facilities as demand requires. The landfills are operated under contract, as are waste and recycling collection services. Additional private recycling and waste collection services are provided for the Hutt City community. All of these facilities are considered when assessing the level of provision of waste disposal services in the city.

This assessment considers issues relating to public health and the provision of waste management services, by analysing population and business projections, customer satisfaction survey results, requests for service from members of the public, as well as staff and contractor interviews, health and safety requirements, contract management and quality assurance processes and asset management plan information.

Hutt City population is projected, by Statistics New Zealand, to remain fairly stable over the period 2006 to 2031, with a medium projected average annual increase of 0.1%. Business numbers are expected to rise. Council initiatives to reduce, reuse and recycle refuse are in place. It is assumed that any increase in waste produced by residents and businesses in the short term will be offset by the updated various waste minimisation programmes.

Council has systems in place to attend to any issues that pose a risk to public health as a priority. No public health or future demand issues have been identified for Hutt City solid waste services.

Additional landfill capacity is being developed at the Silverstream landfill to accept waste for the next 50 years. A new private recycling facility has been constructed to meet additional demand. These new facilities, along with current waste management services and Council initiatives to reuse, reduce and recycle waste, are expected to be adequate for current and future demand.

Proposals

This assessment of solid waste services proposes that Council undertake ongoing improvements to services. These proposals are listed below:

- Continuing improvement of performance levels with regard to landfill operation, health and safety and asset condition.
- Improvement of service levels by monitoring customer satisfaction, and advice from contractors and consultants.

Public Toilet Services Assessment

Hutt City Council owns/operates 27 toilet facilities that are available to the public on a daily basis (three of these are open during summer only). Additional toilets are provided for users of public facilities, such as sportsgrounds, swimming pools, libraries and museums. Private and other government organisations also provide toilets to the public and to customers.

There is also one private wastewater disposal site for caravans/campervans in Hutt City. All of these facilities are considered when assessing the level of provision of public toilet services in the city.

Council manages its public toilet assets, considering upgrade, renewal and additional facilities, as demand requires. Contracts are in place for regular maintenance, security and cleaning.

This assessment considers issues relating to public health and provision of toilets by analysing population, business and visitor projections, customer satisfaction survey results, requests for service from members of the public, as well as staff and contractor interviews.

Population is projected to remain fairly stable while business and visitor projections are expected to rise. There are currently no signs of overuse of Council-owned toilets, and Council has systems in place to attend to any issues that pose a risk to public health as a priority.

The assessment of future demand indicates that the current location and capacity of facilities is adequate for current and future demand over the next five years.

Further to the assessment, Council is investigating a programme for the replacement of older style toilets in high visitor areas to raise standards in presentation in line with visitor expectations.

Proposals

This assessment of public toilets proposes that Council undertake ongoing monitoring, upgrade and construction of new public toilet facilities. These proposals are listed below:

MONITORING OF TOILET CONDITION AND PERFORMANCE

Council will continue to monitor the condition of public toilets through Council officers and contractor reports. Service performance is monitored through feedback from the public directly to Council, through community boards, community committees and Communitrak surveys.

ONGOING UPGRADE PROGRAMME TO ADDRESS DEFICIENCIES

Council will continue to upgrade public toilets as they are required, in consultation with the community through the Community Plan process or as required.

RAISING PUBLIC AWARENESS

Council will assess and improve the signage of public toilets from main through routes and shopping areas if required.

More information will be provided on Council public toilet locations on the Council website and through the Visitor Information Centre.

ONGOING CONSULTATION WITH COMMUNITY

Council will continue conducting Communitrak surveys to ascertain customer satisfaction with service. Consultation with the community will continue when new toilet facilities are proposed.

PROVISION OF NEW TOILET FACILITIES

Where a shortage of toilets is identified in the future, Council will consider seeking agreement with local businesses to provide facilities, where Council would contribute to the maintenance and upkeep of the toilet, and the business could provide additional security.

FORECAST FINANCIAL STATEMENTS

SUMMARY

Overall Council is in a strong financial position. It has presented a 10 year plan that keeps the rates increase below forecast annual CPI plus 0.5% as well as reporting significant reductions in debt. The debt reduction is largely achieved through small operating surpluses per annum as well as anticipated proceeds from assets sales. Existing and forecast debt levels are well within Council's own Liability Management Policy and are considered to be commercially very reasonable.

FORECAST FINANCIAL STATEMENTS 2009/10 TO 2018/19

These are the Forecast Financial Statements which Council has adopted to meet the requirements of Clause 8 of Schedule 10 of the Local Government Act 2002.

Every three years it is a requirement of the Local Government Act 2002 to present Forecast Financial Statements that span 10 years. This provides an opportunity for ratepayers and residents to assess the appropriateness of the financial actions planned by Council. The Forecast Financial Statements outline how Council will be funded for the next 10 years and how that money will be spent. It is intended to ensure proper and prudent financial and asset management in the long term. The information contained in the Forecast Financial Statements may not be appropriate for other purposes.

Council has Asset Management Plans for its assets. These plans have provided the basis for the development of the Forecast Financial Statements.

The Forecast Financial Statements are based on New Zealand generally accepted accounting practice and comply with New Zealand equivalents of International Financial Reporting Standards.

The Forecast Financial Statements are based on estimates of costs and revenues into the future. The degree of uncertainty surrounding these estimates increases as the Forecast Financial Statements look out further into the future. Key assumptions and risks are outlined below.

The Forecast Financial Statements include:

- An "Estimate" of the results of the current financial year (2008/09) based on the budget adjusted for expected variances.
- The "Budget" Council proposes adopting for the coming financial year.
- "Forecast" results for the following nine years.

A Long Term Council Community Plan may include forecast financial statements for any Council-Controlled Trading Organisation or other entity under the Council's control. We have not included these due to timing issues associated with the availability of the information, and in the interests of not making the document any longer than necessary.

SIGNIFICANT ASSUMPTIONS

The following assumptions have been adopted by Council in preparing the Forecast Financial Statements:

- Service levels are generally assumed to remain the same for the period covered by the Forecast Financial Statements. Minor service level improvements are planned in relation to certain areas of Council activity as a result of capital projects.
- Population is assumed to remain static, or change only marginally (0.1% per annum). Residential and commercial development is assumed to occur at the equivalent of 200 additional household units each year. Capital expenditure plans in some areas include an allowance for modest future capacity increases to help ensure that service standards remain sustainable.
- Provision has been made for inflation based on the projections below that were provided by Business and Economic Research Limited (BERL) for the input cost indices used by Council and the Treasury in relation to the Consumers Price Index. The annual inflation projections beyond 2010 average 2.52%.

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Staff	2.63%	2.47%	2.41%	2.71%	2.64%	2.58%	2.59%	3.10%	3.16%
Road & Transport	3.33%	2.67%	2.78%	2.45%	2.39%	2.33%	2.44%	2.46%	2.48%
Property, Reserves & Parks	2.74%	2.76%	3.33%	2.69%	2.44%	2.98%	3.06%	2.57%	2.43%
Water	2.10%	2.00%	2.00%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%
Other costs	3.30%	3.38%	2.39%	2.42%	2.36%	2.30%	2.41%	2.44%	2.45%

- The average interest rate on debt is assumed to be 5.5% in 2009/10. The assumptions that lie beneath the fluctuating interest rate swaps are based on an average rate on the total debt portfolio including taking into account swaps.
- Asset sale proceeds will be used to repay debt or fund asset purchases.
- Depreciation and interest costs will be fully funded from rates and other operating revenue.
- Adjustments have been made for revised Asset Revaluations. Council major asset categories have been revalued as at 1 July 2008.
- The Government will continue to pay NZ Transport Agency subsidies at the current level of 47%, with a 10% premium on Capital Development projects, and not alter between 2009/10 and 2011/12. The amount is determined by Council's expenditure that attracts subsidies.
- We have assumed no significant changes in societal make up, and climate change assumptions have been addressed throughout our Asset Management Plans and Environmental Sustainability Strategy.

None of these assumptions are considered high risk.

ASSET REVALUATIONS

Council has completed full asset revaluations for its major asset categories. This was last completed in 2006. Overall asset values have increased by 11%. The depreciation forecasts have also been adjusted accordingly resulting in a significant increase.

Under the Local Government Act depreciation should be fully funded by rates. Whilst the increase in the depreciation forecast is significant, given the forecast surpluses per annum across the 10 years this has had no immediate impact on rates, i.e. the forecast surpluses have exceeded the increase in depreciation expense.

Some forecasts for various capital projects (replacements) were also reviewed when the asset revaluations were completed. The new asset values have had no significant impact on forecast capital replacement costs.

SIGNIFICANT RISKS

Actual results achieved for each reporting period are likely to vary from the information presented, and the variations may be material. In particular, there are several significant risks that could have a material impact on whether Council is able to achieve the financial results indicated in the Forecast Financial Statements, although these risks are not considered to be high.

- Council has estimated the likely proceeds from the sale of assets. The estimates are based on notional values of Council's total reserve estate. There is a risk that the values indicated in the Prospective Statement of Comprehensive Income will not be realised. This is considered to be a low

to medium risk. Council has a much more robust forecast for assets sales now based on a full review of Council owned land throughout the city. The forecast is extremely conservative. Given the current economic conditions asset sales in the short-term are more difficult to predict and this may impact on debt in the short-term only.

- Expenditure items relating to major projects have been estimated. These include timing and amounts for capital expenditure and operating costs. The outcome of tender evaluation and negotiation processes on these projects may have a material impact on the Forecast Financial Statements.
- In particular, provisions for capital expenditure on certain major projects that are being considered by Council have been included in these Forecast Financial Statements. It is not possible to reliably estimate the timing and the amount of Council's share of the related costs. Projects in this category are the proposed earthquake strengthening of Council's main Administration Building, the Cross Valley Link, roading improvements in the CBD and certain additional flood prevention works.
- The rate of inflation and interest rates may differ significantly from the assumptions used in preparing these Forecast Financial Statements. These differences could materially alter the actual results achieved in future years.
- Arguably the most significant risk facing Council at present in relation to its Financial Forecasts is the current national and global economic situation. This has been considered in preparing the Financial Forecasts but a more severe tightening of consumer spending and unemployment may have an adverse impact on Council user charges revenues and also give rise to increasing aged debtors, including rates.

- Should a significant unforeseen event require substantial additional expenditure, Council is in a strong financial position to respond. Council's current and forecast Statement of Financial Position is relatively strong and supported by a Standard and Poors credit rating of AA. This essentially means that if additional funding (debt) was required then Council has significant ability to access funding through various financial arrangements. Council also has an extremely robust insurance programme in place providing considerable cover to fund losses.

FUTURE UNCERTAINTY

There are a number of possible areas of future uncertainty related to legislative or government policy changes, depreciation on planned asset acquisitions, resource consents, currency movements and related asset values, and external funding. Our response to these uncertainties is outlined below:

- Changes to Council's business dictated by as yet unknown or unconfirmed legislation or central government policy change – we have assumed no significant unknown changes in legislation. There is obviously some uncertainty around this as unanticipated legislation changes may be introduced in future.
- Depreciation rates on planned asset acquisitions – we have assumed the same depreciation rates as per our current rates applied to existing asset categories. There is minimal uncertainty around this assumption.
- Resource consents – we have assumed existing volumes of resource consents will continue. There is some degree of uncertainty around this given current economic conditions.

- Currency movements and related asset values – currency movements generally have only an indirect impact on asset values in terms of possibly impacting on capital expenditure. The majority of our assets are able to be valued on the NZ market so currency movements will have very little, if any, impact on asset values.
- Renewability or otherwise of external funding – we have generally assumed that various external funding arrangements will continue unless there is already a fixed date of expiry. There is some degree of uncertainty around this given current economic conditions, but the financial impact of funding not being renewed is insignificant – rather it is the funded service that would likely discontinue.

COMMITMENTS AND CONTINGENCIES

The Forecast Financial Statements provide for all the material capital and operating commitments known to Council. Prudent provisions have also been made in these Forecast Financial Statements for probable future obligations of Council.

COUNCIL NET DEBT

The graph shows the forecast level of net debt in the Forecast Financial Statements. Council plans to achieve a significant reduction in net debt.

COUNCIL RATES INCOME

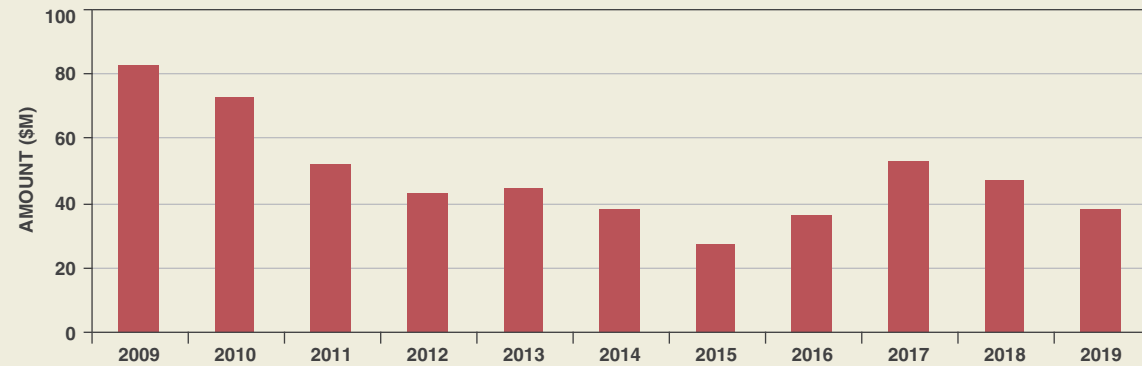
The graph shows the forecast level of rates income in the Forecast Financial Statements. Council plans to increase rates income by no more than 0.5% above the rate of inflation each year. Rates per capita increase in a similar manner. However, after allowing for the additional rates contributed as a result of growth in the rating base when new or existing properties are developed, this is expected to equate to a real reduction (excluding inflation) in rates paid by the average ratepayer of at least 0.4% per year.

AUTHORISATION

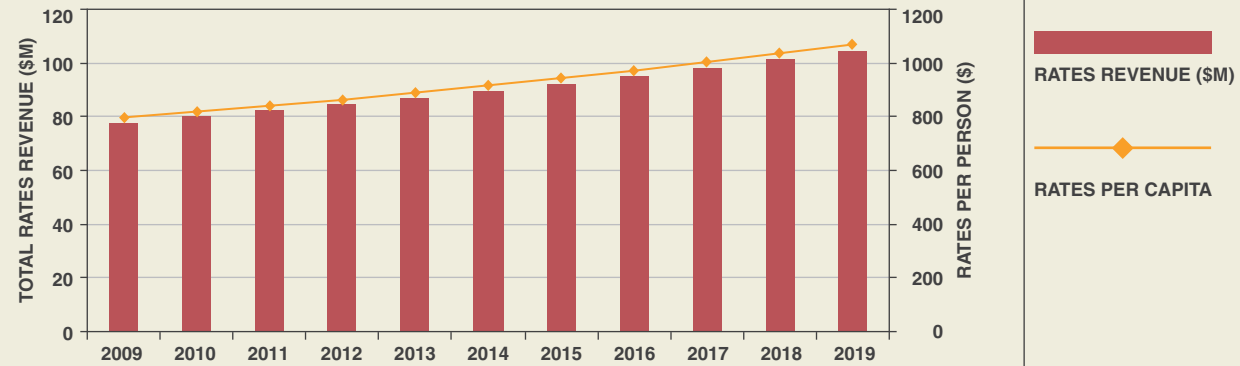
These Forecast Financial Statements were authorised for issue by Hutt City Council on 30 June 2009.

Hutt City Council is responsible for these Forecast Financial Statements, including the appropriateness of the assumptions underlying the Forecast Financial Statements and all other disclosures.

NET DEBT AT END OF THE YEAR



RATES PER CAPITA





FORECAST FINANCIAL STATEMENTS – PROSPECTIVE OPERATING COST OF ACTIVITIES

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
PEOPLE											
Libraries	7,115	7,452	7,610	7,828	7,980	8,241	8,491	8,707	8,917	9,160	9,468
Museums	3,113	3,160	3,140	3,144	3,188	3,276	3,358	3,433	3,513	3,598	3,703
Aquatics and Recreation	6,689	7,271	7,425	7,796	8,388	8,822	9,048	9,195	9,345	9,539	9,836
Parks and Reserves	9,681	11,409	11,117	11,316	10,713	11,017	11,260	11,550	11,939	12,256	12,569
Community Support	2,470	2,715	2,754	2,843	2,900	2,978	3,057	3,138	3,216	3,303	3,396
Property	3,253	3,532	3,379	3,333	3,368	3,440	3,452	3,412	4,467	5,395	5,424
Total operating cost of people activities	32,321	35,539	35,425	36,260	36,537	37,774	38,666	39,435	41,397	43,251	44,396
UTILITY SERVICES											
Roading and Traffic	22,195	23,511	23,458	23,632	23,927	24,816	25,538	26,139	27,028	27,576	28,522
Water Supply	12,613	13,150	13,225	13,312	13,737	14,454	15,139	15,759	16,519	17,272	18,187
Wastewater	17,349	17,620	17,704	17,406	17,515	18,101	18,587	18,870	19,348	19,709	20,344
Stormwater	5,920	5,966	5,944	5,941	5,980	6,218	6,368	6,420	6,590	6,710	6,920
Solid Waste	7,336	6,859	7,086	7,354	7,557	7,567	7,779	7,967	8,157	8,368	8,631
Total operating cost of utility services activities	65,413	67,106	67,417	67,645	68,716	71,156	73,411	75,155	77,642	79,635	82,604
ENVIRONMENT											
Environmental Management	7,923	8,796	9,024	9,290	9,484	9,741	10,004	10,277	10,540	10,842	11,173
Emergency Management	1,047	1,026	1,084	1,141	1,158	1,190	1,214	1,236	1,258	1,285	1,319
Total operating cost of environment activities	8,970	9,822	10,108	10,431	10,642	10,931	11,218	11,513	11,798	12,127	12,492

FORECAST FINANCIAL STATEMENTS – PROSPECTIVE OPERATING COST OF ACTIVITIES (contd)

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
ECONOMY											
Local Urban Environment	1,293	1,591	1,329	1,419	1,468	1,512	1,554	1,573	1,593	1,617	1,671
Economic Development	2,155	2,060	2,080	2,144	2,101	2,155	2,210	2,268	2,327	2,390	2,457
Total operating cost of economy activities	3,448	3,651	3,409	3,563	3,569	3,667	3,764	3,841	3,920	4,007	4,128
ORGANISATION											
Elected Members	1,657	1,815	1,868	1,925	2,097	2,015	2,072	2,133	2,188	2,252	2,324
Advice and Support	3,780	3,903	4,337	4,171	4,212	4,681	4,486	4,641	5,125	4,899	5,064
Managing Services	1,293	1,344	1,200	1,311	1,330	1,360	1,401	1,441	1,485	1,532	1,579
Consolidated cost adjustments	(3,299)	(2,460)	(2,539)	(2,625)	(2,687)	(2,753)	(2,817)	(2,883)	(2,952)	(3,023)	(3,097)
Total operating cost of organisation activities	3,431	4,602	4,866	4,782	4,952	5,303	5,142	5,332	5,846	5,660	5,870
TOTAL OPERATING COST OF ACTIVITIES	113,583	120,720	121,225	122,681	124,416	128,831	132,201	135,276	140,603	144,680	149,490



FORECAST FINANCIAL STATEMENTS – PROSPECTIVE CAPITAL COST OF ACTIVITIES

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
PEOPLE											
Libraries	1,315	963	871	1,066	927	866	886	907	928	951	924
Museums	174	55	32	163	45	55	68	87	97	72	–
Aquatics and Recreation	381	444	2,002	6,585	8,092	627	1,008	711	766	1,518	833
Parks and Reserves	1,667	2,109	566	2,388	1,133	1,696	1,471	1,852	1,917	2,097	873
Community Support	–	–	–	–	–	–	–	–	–	–	–
Property	2,069	2,890	1,402	1,531	1,288	980	815	1,040	25,042	986	1,945
Total capital cost of people activities	5,606	6,461	4,873	11,733	11,485	4,224	4,248	4,597	28,750	5,624	4,575
UTILITY SERVICES											
Roading and Traffic	7,522	8,525	9,531	11,221	10,685	10,750	11,015	33,464	11,588	11,465	11,132
Water Supply	1,572	1,515	1,732	1,829	3,064	3,070	2,943	3,344	3,732	3,464	4,468
Wastewater	5,003	5,174	4,187	4,300	4,602	5,230	5,287	8,173	6,333	5,921	7,061
Stormwater	1,486	2,992	5,406	3,143	3,805	3,851	1,027	1,935	2,226	2,530	2,853
Solid Waste	620	620	1,694	1,869	2,022	767	1,427	950	1,207	1,993	1,474
Total capital cost of utility services activities	16,203	18,826	22,550	22,362	24,178	23,668	21,699	47,866	25,086	25,373	26,988
ENVIRONMENT											
Environmental Management	32	–	–	–	–	36	–	–	–	–	–
Emergency Management	–	–	506	–	98	–	–	–	–	–	–
Total capital cost of environment activities	32	–	506	–	98	36	–	–	–	–	–

FORECAST FINANCIAL STATEMENTS – PROSPECTIVE CAPITAL COST OF ACTIVITIES (contd)

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
ECONOMY											
Local Urban Environment	1,312	1,191	1,257	1,406	259	266	272	278	284	291	299
Economic Development	–	–	–	–	–	–	–	–	–	–	–
Total capital cost of economy activities	1,312	1,191	1,257	1,406	259	266	272	278	284	291	299
ORGANISATION											
Elected Members	–	–	–	–	–	–	–	–	–	–	–
Advice and Support	–	–	–	–	–	–	–	–	–	–	–
Managing Services	3,033	3,351	1,671	1,722	1,649	1,805	2,024	2,177	3,330	2,158	2,193
Consolidated cost adjustments	(150)	(2,883)	(19)	(553)	43	860	258	(2,613)	(74)	2,510	17
Total capital cost of organisation activities	2,883	468	1,652	1,169	1,692	2,665	2,282	(436)	3,256	4,668	2,210
TOTAL CAPITAL COST OF ACTIVITIES	26,036	26,946	30,838	36,670	37,712	30,859	28,501	52,305	57,376	35,956	34,072



FORECAST FINANCIAL STATEMENTS – PROSPECTIVE STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
REVENUE											
Rates funding	77,570	80,087	82,260	84,409	86,615	89,356	92,183	95,100	98,108	101,211	104,412
User charges	26,565	30,100	29,858	30,367	30,841	31,285	31,732	32,191	33,049	33,542	34,047
Operating contributions	5,935	6,036	6,204	6,256	6,408	6,569	6,729	6,889	7,061	7,238	7,418
Capital contributions	5,096	5,460	5,672	14,504	6,659	6,286	6,439	9,007	7,283	7,429	7,616
Other revenue	2,433	2,497	2,164	2,153	2,194	2,404	2,307	2,369	2,604	2,506	2,579
Total revenue	117,599	124,180	126,158	137,689	132,717	135,900	139,390	145,556	148,105	151,926	156,072
EXPENDITURE											
Employee costs	23,496	25,710	26,379	27,048	27,691	28,435	29,182	29,952	30,723	31,674	32,677
Support costs	–	–	–	–	–	–	–	–	–	–	–
Operating costs	60,509	63,133	63,979	65,092	66,007	67,922	69,555	71,754	74,229	76,008	78,294
Interest expenditure	5,602	4,418	3,685	3,020	2,754	2,570	1,903	1,860	2,634	2,980	2,554
Depreciation & Amortisation	23,976	27,459	27,182	27,521	27,964	29,904	31,561	31,710	33,017	34,018	35,965
Total expenditure	113,583	120,720	121,225	122,681	124,416	128,831	132,201	135,276	140,603	144,680	149,490

FORECAST FINANCIAL STATEMENTS – PROSPECTIVE STATEMENT OF COMPREHENSIVE INCOME (contd)

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
OPERATING SURPLUS BEFORE REVALUATION GAINS AND LOSSES	4,016	3,460	4,933	15,008	8,301	7,069	7,189	10,280	7,502	7,246	6,582
(Loss)/Gain on revaluation of financial instruments	(4,000)	800	800	1,000	300	300	500	–	–	–	–
SURPLUS/(DEFICIT) BEFORE TAX	16	4,260	5,733	16,008	8,601	7,369	7,689	10,280	7,502	7,246	6,582
Tax expense	–	–	–	–	–	–	–	–	–	–	–
SURPLUS AFTER TAX	16	4,260	5,733	16,008	8,601	7,369	7,689	10,280	7,502	7,246	6,582
OTHER COMPREHENSIVE INCOME											
Gains On Asset Revaluation	109,644	–	–	–	–	142,546	–	–	–	–	163,731
Total Other Comprehensive Income	109,644	–	–	–	–	142,546	–	–	–	–	163,731
TOTAL COMPREHENSIVE INCOME	109,660	4,260	5,733	16,008	8,601	149,915	7,689	10,280	7,502	7,246	170,313



FORECAST FINANCIAL STATEMENTS – PROSPECTIVE STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
Surplus after tax	16	4,260	5,733	16,008	8,601	7,369	7,689	10,280	7,502	7,246	6,582
OTHER RECOGNISED REVENUES AND EXPENSES											
Change in asset revaluation reserves and other movements	109,644	–	–	–	–	142,546	–	–	–	–	163,731
Total recognised revenue and expenses for the year	109,660	4,260	5,733	16,008	8,601	149,915	7,689	10,280	7,502	7,246	170,313
Equity at beginning of the year	972,167	1,081,827	1,086,087	1,091,820	1,107,828	1,116,429	1,266,344	1,274,033	1,284,313	1,291,815	1,299,061
EQUITY AT END OF THE YEAR	1,081,827	1,086,087	1,091,820	1,107,828	1,116,429	1,266,344	1,274,033	1,284,313	1,291,815	1,299,061	1,469,374

FORECAST FINANCIAL STATEMENTS – PROSPECTIVE STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
EQUITY											
Accumulated funds	730,372	734,735	740,415	756,369	765,079	772,391	780,022	790,420	797,861	805,044	811,753
Restricted reserves	57	57	57	57	57	57	57	57	57	57	57
Council created reserves	16,950	16,847	16,900	16,954	16,845	16,902	16,960	16,842	16,903	16,966	16,839
Revaluation reserves	334,448	334,448	334,448	334,448	334,448	476,994	476,994	476,994	476,994	476,994	640,725
TOTAL EQUITY	1,081,827	1,086,087	1,091,820	1,107,828	1,116,429	1,266,344	1,274,033	1,284,313	1,291,815	1,299,061	1,469,374
Represented by:											
CURRENT ASSETS											
Cash and cash equivalents	–	–	386	594	388	960	1,519	2,504	3,115	3,752	4,223
Trade and other receivables	13,171	14,171	10,904	9,795	10,525	10,772	10,982	10,962	11,200	11,457	11,555
Interest rate swaps and options	2,119	1,319	919	419	319	219	819	819	819	819	819
Assets held for sale	6,870	12,403	2,831	–	–	–	–	–	–	–	–
Other assets	1,145	1,145	1,145	1,145	1,145	1,145	1,145	1,145	1,145	1,145	1,145
Total current assets	23,305	29,038	16,185	11,953	12,377	13,096	14,465	15,430	16,279	17,173	17,742
NON-CURRENT ASSETS											
Property, plant and equipment	1,131,296	1,117,387	1,114,142	1,123,761	1,132,379	1,276,026	1,273,260	1,284,038	1,294,218	1,296,881	1,459,445
Assets under construction	24,754	26,064	29,977	30,174	30,701	30,581	29,912	39,442	53,679	52,501	51,828
Intangible assets	1,412	1,200	1,300	1,500	1,200	1,100	1,400	1,450	1,300	1,650	1,912
Investment in subsidiaries and associates	14,769	14,769	14,769	14,769	14,769	14,769	14,769	14,769	14,769	14,769	14,769
Other assets	675	675	675	675	675	675	675	675	675	675	675
Total non-current assets	1,172,906	1,160,095	1,160,863	1,170,879	1,179,724	1,323,151	1,320,016	1,340,374	1,364,640	1,366,476	1,528,629
Total assets	1,196,211	1,189,133	1,177,048	1,182,832	1,192,101	1,336,247	1,334,481	1,355,804	1,380,919	1,383,649	1,546,371



FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
CURRENT LIABILITIES											
Bank overdraft	5,807	6,912	–	–	–	–	–	–	–	–	–
Borrowings	31,775	35,932	22,252	23,562	25,009	18,895	18,646	28,961	45,818	40,510	32,035
Trade and other payables	16,742	16,742	20,393	21,084	21,578	22,111	22,624	23,157	23,710	24,283	24,875
Interest rate swaps and options	5,267	3,667	2,467	967	567	167	267	267	267	267	267
Other liabilities	6,207	6,207	6,412	5,561	4,598	4,712	4,809	4,914	5,023	5,141	5,301
Total current liabilities	65,798	69,460	51,524	51,174	51,752	45,885	46,346	57,299	74,818	70,201	62,478
NON-CURRENT LIABILITIES											
Borrowings	45,000	30,000	30,000	20,000	20,000	20,000	10,000	10,000	10,000	10,000	10,000
Provisions (Rounding applied)	2,953	2,953	3,050	3,154	3,228	3,309	3,378	3,453	3,530	3,613	3,721
Other liabilities	633	633	654	676	692	709	724	739	756	774	798
Total non-current liabilities	48,586	33,586	33,704	23,830	23,920	24,018	14,102	14,192	14,286	14,387	14,519
Total liabilities	114,384	103,046	85,228	75,004	75,672	69,903	60,448	71,491	89,104	84,588	76,997
NET ASSETS	1,081,827	1,086,087	1,091,820	1,107,828	1,116,429	1,266,344	1,274,033	1,284,313	1,291,815	1,299,061	1,469,374

FORECAST FINANCIAL STATEMENTS – PROSPECTIVE CASH FLOW STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
CASH FLOWS FROM OPERATING ACTIVITIES											
Cash was provided from:											
Rates	76,570	79,087	82,760	84,909	87,115	89,356	92,183	95,350	98,108	101,211	104,412
User charges and other income	36,677	43,209	46,161	52,724	44,362	45,590	46,337	48,894	49,185	50,070	50,456
Interest received	152	150	37	35	25	23	32	41	51	63	74
Tax received	–	–	–	–	–	–	–	–	–	–	–
Regional Council rates	13,000	13,260	13,525	13,796	14,072	14,353	14,640	14,933	15,232	15,536	15,847
	126,399	135,706	142,483	151,464	145,574	149,322	153,192	159,218	162,576	166,880	170,789
Cash was applied to:											
Payments to suppliers and employees	85,665	88,843	86,384	92,440	93,302	95,614	98,022	100,961	104,181	106,883	110,145
Interest paid	5,602	4,418	3,685	3,020	2,754	2,570	1,903	1,860	2,634	2,980	2,554
Regional Council rates	13,000	13,260	13,525	13,796	14,072	14,353	14,640	14,933	15,232	15,536	15,847
Net GST paid to IRD	–	–	–	–	–	–	–	–	–	–	–
	104,267	106,521	103,594	109,256	110,128	112,537	114,565	117,754	122,047	125,399	128,546
Net cash flows from operating activities	22,132	29,185	38,889	42,208	35,446	36,785	38,627	41,464	40,529	41,481	42,243



FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
CASH FLOWS FROM INVESTING ACTIVITIES											
Cash was provided from:											
Sale of property, plant and equipment	2,400	6,870	12,403	2,831	–	–	–	–	–	–	–
Other receipts and investments	–	–	–	–	–	–	–	–	–	–	–
Dividends received	–	–	–	–	–	–	–	–	–	–	–
	2,400	6,870	12,403	2,831	–	–	–	–	–	–	–
Cash was applied to:											
Purchase and construction of property, plant and equipment	26,036	26,946	30,838	36,670	37,712	30,859	28,501	52,305	57,376	35,956	34,072
less UHCC capital contribution	(578)	(629)	(524)	(529)	(613)	(760)	(682)	(1,511)	(601)	(420)	(775)
Other investments and payments	–	–	–	–	–	–	–	–	–	–	–
	25,458	26,317	30,314	36,141	37,099	30,099	27,819	50,794	56,775	35,536	33,297
Net cash flows from investing activities	(23,058)	(19,447)	(17,911)	(33,310)	(37,099)	(30,099)	(27,819)	(50,794)	(56,775)	(35,536)	(33,297)

FORECAST FINANCIAL STATEMENTS – PROSPECTIVE CASH FLOW STATEMENT (contd)

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
CASH FLOWS FROM FINANCING ACTIVITIES											
Cash was provided from:											
Funds raised from borrowing	138,916	114,411	126,333	75,536	89,602	85,817	55,371	72,338	115,636	159,868	134,466
	138,916	114,411	126,333	75,536	89,602	85,817	55,371	72,338	115,636	159,868	134,466
Cash was applied to:											
Repayment of borrowings	143,600	125,254	140,013	84,226	88,155	91,931	65,620	62,023	98,779	165,176	142,941
	143,600	125,254	140,013	84,226	88,155	91,931	65,620	62,023	98,779	165,176	142,941
Net cash flows from financing activities	(4,684)	(10,843)	(13,680)	(8,690)	1,447	(6,114)	(10,249)	10,315	16,857	(5,308)	(8,475)
Net (decrease)/increase in cash	(5,610)	(1,105)	7,298	208	(206)	572	559	985	611	637	471
Plus cash balance at beginning of the year	(197)	(5,807)	(6,912)	386	594	388	960	1,519	2,504	3,115	3,752
CASH BALANCE AT END OF THE YEAR	(5,807)	(6,912)	386	594	388	960	1,519	2,504	3,115	3,752	4,223
Cash balance at end of the year comprises:											
Cash and on call deposits	(5,807)	(6,912)	386	594	388	960	1,519	2,504	3,115	3,752	4,223
Short term deposits	–	–	–	–	–	–	–	–	–	–	–
Bank overdraft	–	–	–	–	–	–	–	–	–	–	–
CASH BALANCE AT END OF THE YEAR	(5,807)	(6,912)	386	594	388	960	1,519	2,504	3,115	3,752	4,223

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

INTRODUCTION

Schedule 10(8) of the Local Government Act 2002 requires forecast financial statements to be included in a Long Term Council Community Plan. These Forecast Financial Statements have been prepared in accordance with generally accepted accounting practice as required by section 111 of that Act. Council is designated as a public benefit entity for purposes of complying with generally accepted accounting practice.

The Forecast Financial Statements are in full compliance with New Zealand equivalents to International Financial Reporting Standards. They comply with Financial Reporting Standard No. 42 – Prospective Financial Statements.

This Summary of Significant Accounting Policies supports the Forecast Financial Statements and other budgetary information included in the Long Term Council Community Plan.

REPORTING ENTITY AND STATUTORY BASE

The Hutt City Council (referred to as “Council”) is a territorial local authority governed by the Local Government Act 2002. Council was first formed as Lower Hutt City Council on 1 November 1989 by the amalgamation of five local authorities. The name was changed to “The Hutt City Council” by a special Act of Parliament on 8 October 1991.

The primary objective of Council is to provide goods or services for the community or social benefit rather than making a financial return. Accordingly, Council has designated itself as a public benefit entity for the purposes of New Zealand equivalents to International Financial Reporting Standards (NZ IFRS).

Group prospective financial statements have not been presented as they would not differ significantly from the Forecast Financial Statements presented to Council.

BASIS OF PREPARATION

Measurement Base

The financial statements have been prepared on a historical cost basis, modified by the revaluation of land and buildings, certain infrastructural assets, and financial instruments (including derivative instruments).

Functional and presentation currency

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

The functional currency of the Council is New Zealand dollars.

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions are recognised in the Prospective Statement of Comprehensive Income.

SPECIFIC ACCOUNTING POLICIES

Revenue

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

Rates revenue

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

Rates collected on behalf of Greater Wellington Regional Council (GWRC) are not recognised in the financial statements (except for the statement of cash flows) as the Council is acting as an agent for GWRC.

Revenue from water rates by meter is recognised on an accrual basis. Unbilled usage, as a result of unread meters at year end, is accrued on an average usage basis.

Government grants

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

Provision of services

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

Vested assets

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

Sale of goods

Sales of goods are recognised when a product is sold to the customer. The recorded revenue is the gross amount of the sale, including credit card fees payable for the transaction. Such fees are included in other expenses.

Traffic and parking infringements

Traffic and parking infringements are recognised when tickets are issued.

Interest and dividends

Interest income is recognised using the effective interest method.

Dividends are recognised when the right to receive payment has been established.

Development contributions

The revenue recognition point for development and financial contributions is at the later of the point when Council is ready to provide the service for which the contribution was levied, or the event that will give rise to a requirement for a development or financial contribution under the legislation.

Acting as Agent

When revenue is derived by action as an agent for another party, the revenue that is recognised is the commission or fee on the transaction.

CONSTRUCTION CONTRACTS

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

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

Where the outcome of a contract cannot be reliably estimated, contract costs are recognised as an expense as incurred. Construction work in progress is stated at the aggregate of contract costs incurred to date.

BORROWING COSTS

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

GRANT EXPENDITURE

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

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

LEASES**Finance leases**

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

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

The finance charge is charged to the Prospective Statement of Comprehensive Income over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability.

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

Operating leases

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

CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

Bank overdrafts are shown in current liabilities in the Statement of Financial Position.

TRADE AND OTHER RECEIVABLES

Trade and other receivables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

FINANCIAL ASSETS

Financial assets and liabilities are initially measured at fair value plus transaction costs unless they are carried at fair value through profit or loss in which case the transaction costs are recognised in the Prospective Statement of Comprehensive Income.

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

Council classifies its financial assets into the following categories: fair value through profit or loss, held-to-maturity investments, loans and receivables and fair value through equity. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition.

Financial assets fair value through profit or loss

Financial assets fair value through profit or loss include financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives (eg. interest rate swaps and options) are also categorised as held for trading unless they are designated as hedges. Assets in this category are classified as current assets if they are either held for trading or are expected to be realised within 12 months of the balance sheet date. The Council's financial assets at fair value through profit and loss include derivatives that are not designated as hedges.

After initial recognition they are measured at their fair values with gains or losses on remeasurement recognised in the Prospective Statement of Comprehensive Income.

Loans and receivables

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

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

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

Held to maturity investments

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

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

Financial assets at fair value through equity

Financial assets at fair value through equity are those that are designated as fair value through equity or are not classified in any of the other categories above. They include non-current assets unless management intends to dispose of the investment within 12 months of the balance date.

The Council includes in this category:

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

Council's investments in its subsidiary and associate companies are not included in this category as they are held at cost (as allowed by NZ IAS 27 Consolidated and Separate Financial Statements and NZ IAS 28 Investments in Associates) whereas this category is to be measured at fair value.

After initial recognition these investments are measured at their fair value, with gains and losses recognised directly in equity except for impairment losses, which are recognised in the Prospective Statement of Comprehensive Income.

On derecognition the cumulative gain or loss previously recognised in equity is recognised in the Prospective Statement of Comprehensive Income.

Fair value

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date. The quoted market price used is the current bid price.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

IMPAIRMENT OF FINANCIAL ASSETS

At each balance sheet date Council assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired. Any impairment losses are recognised in the Prospective Statement of Comprehensive Income.

Loans, receivables and term deposits

Impairment of a loan, receivable or term deposit is established when there is objective evidence that Council will not be able to collect all amounts due according to the original terms. Significant financial difficulties of the debtor/issuer, probability that the debtor/issuer will enter into bankruptcy, and default payments are considered indicators that the asset is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. For trade and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the Prospective Statement of Comprehensive Income. When the receivable is uncollectable, it is written off against the provision account. Overdue receivables that have been renegotiated are reclassified as current (i.e. not past due). For term deposits and community loans impairment losses are recognised directly against the instruments carrying amount.

Quoted and unquoted equity investments

For equity investments classified as fair value through equity, a significant or prolonged decline in the fair value of the investment below its cost is considered an indicator of impairment. If such evidence exists for investments at fair value through equity, the cumulative loss (measured as the difference between the acquisition costs and the current fair value, less any impairment loss on that financial asset previously recognised in the Prospective Statement of Comprehensive Income) is removed from equity and recognised in the Prospective Statement of Comprehensive Income. Impairment losses recognised in the Prospective Statement of Comprehensive Income on equity investments are not reversed through the Prospective Statement of Comprehensive Income.

DERIVATIVE FINANCIAL INSTRUMENTS AND HEDGING ACTIVITIES

Council uses derivative financial instruments to hedge exposure to interest rate risks arising from financing activities. In accordance with its treasury policy, Council does not hold or issue derivative financial instruments for trading purposes. Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions are recognised in the Prospective Statement of Comprehensive Income.

The Council's derivative financial instruments are not designated as hedging instruments for accounting purposes. Accordingly, derivative financial instruments are reported as financial instruments at fair value through profit or loss.

INVENTORIES

Inventories (such as spare parts and other items) held for distribution or consumption in the provision of services that are not supplied on a commercial basis are measured at the lower of cost, adjusted when applicable, for any loss of service potential. Where inventories are acquired at no cost or for nominal consideration, the cost is the current replacement cost at the date of acquisition.

Inventories held for use in the production of goods and services on a commercial basis are valued at the lower of cost and net realisable value. The cost of purchased inventory is determined using the FIFO method.

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

NON-CURRENT ASSETS HELD FOR SALE

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

Any impairment losses for write-downs of non-current assets held for sale are recognised in the Prospective Statement of Comprehensive Income. Any increases in fair value (less costs to sell) are recognised up to the level of any impairment losses that have been previously recognised. Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale.

Assets that are being offered for sale under the Public Works Act are recorded.

PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment consist of:

- *Infrastructure assets*; the fixed utility systems owned by Council and include resource consents. Each asset type includes all items that are required for the network to function. For example, sewerage reticulation includes reticulation piping and sewer pump stations.
- *Operational assets*; these include land, buildings, landfill post closure, improvements, library books, plant and equipment and motor vehicles.
- *Restricted assets*; parks and reserves owned by Council which provide a benefit or service to the community and cannot be disposed of because of legal or other restrictions.

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

Additions

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potential associated with the item will flow to Council and the cost of the item can be measured reliably. In most instances, an item of property, plant and equipment is recognised at its cost. Where an asset is acquired at no cost, or for a nominal cost, it is recognised at fair value as at the date of acquisition.

Assets under construction are included at cost. The total cost of a project is transferred to the relevant capital class on its completion and then depreciated. Borrowing costs are not capitalised.

Costs incurred in obtaining any resource consents are capitalised as part of the asset to which they relate. If a resource consent application is declined then all capitalised costs are written off.

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

Costs that do not meet the criteria for capitalisation, or are below the thresholds of \$1,000 for information technology hardware and \$2,500 for other items, are charged to operating expenditure.

Disposal

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

Depreciation

Depreciation is provided on a straight-line basis on all property, plant and equipment at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives, except that art, museum collections and land are not depreciated.

The expected useful economic lives have been estimated as follows:

ESTIMATED ECONOMIC LIVES	YEARS	PERCENTAGE
Operational assets		
Buildings	50 – 80	1.25 – 2%
Piers at Seaview Marina	25	4%
Parking meters	15	6.67%
Office equipment	10	10%
Plant	10	10%
Pay and display	10	10%
Recycling depots	5 – 10	10 – 20%
Playground equipment	5 – 10	10 – 20%
Computer equipment	3 – 5	20 – 33.33%
Infrastructure assets		
Bridges	75 – 100	1 – 1.33%
Drainage including manholes and drainpipe	50 – 80	1.25 – 2%
Kerbing	80	1.25%
Footpaths	50	2%
Unsealed pavement (base course and sub base)	50	2%
Street lights	29	3.45%
Wharves	15	6.67%
Road surface	20	5%
Traffic signals and signs	16	6.25%

ESTIMATED ECONOMIC LIVES	YEARS	PERCENTAGE
Reservoirs	80	1.25%
Storm water pipe network assets	60 – 100	1 – 1.67%
Water pipe network assets	60 – 90	1.11 – 1.67%
Seaview wastewater treatment plant	20	5%
Milliscreen plant	26	3.85%
Pump and gauging stations	20 – 50	2 – 5%
Sewerage pipe network assets	40 – 80	1.25 – 2.5%
Gauging and reservoir equipment	15	6.67%
Pump station control equipment	8 – 10	10 – 12.5%
Resource consents	consent term	

Revaluation

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

- Land and buildings have been valued at either optimised depreciated replacement cost or fair value.
- Infrastructure assets have been valued at optimised depreciated replacement cost. The exceptions are:
 - wharves, which are valued at indemnity value, reflecting their minimum residual value
 - traffic signs, which are stated at cost
 - land under roads, which is valued at 45% of the average market value of adjacent land.
- Library literary assets are valued at depreciated replacement cost in accordance with draft guidelines released by the New Zealand Library Association and the National Library of New Zealand.

All revaluations are carried out by independent valuers who specialise in the asset classes listed above. The exception is library literary assets, which are valued by staff with specialist knowledge in this area.

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

Upper Hutt City Council's interest in the bulk wastewater system

The Hutt Valley and Wainuiomata bulk wastewater system is managed by Council. Upper Hutt City Council pays an annual levy to the Hutt City Council based on an apportionment formula equating to between 26% and 31% of the funding requirements. While Upper Hutt City Council does not have legal ownership of the bulk wastewater system, it is entitled to a share of the proceeds from any sale of the assets.

Upper Hutt City Council's interest in the bulk wastewater system assets is deducted from the value of property, plant and equipment recognised in the Statement of Financial Position. Funding contributions from Upper Hutt City Council are recognised as revenue in the Prospective Statement of Comprehensive Income if the contributions are for the operation of the bulk wastewater system. Funding contributions for capital work are recognised as an increase in Upper Hutt City Council's interest in the bulk wastewater system assets.

INTANGIBLE ASSETS

Goodwill

Goodwill represents the excess of the cost of the acquisition over the fair value of Council's share of the identifiable assets, liabilities and contingent liabilities of the acquired subsidiary/associate at the date of acquisition. Goodwill on acquisition of subsidiaries is included in "intangible assets". Goodwill on acquisition of associates is included in "investments in associates" and is tested for impairment as part of the overall balance.

Separately recognised goodwill is tested annually for impairment and carried at cost less accumulated impairment losses. An impairment loss recognised for goodwill is not reversed in any subsequent period.

Goodwill is allocated to cash generating units for the purposes of impairment testing. The allocation is made to those cash generating units or groups of cash generating units that are expected to benefit from the business combination, in which the goodwill arose.

Software acquisition and development

Acquired computer software licences are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs that are directly associated with the development of software for internal use by Council, are recognised as an intangible asset. Direct costs included the software development, employee costs and an appropriate portion of relevant overheads.

Staff training costs are recognised as an expense when incurred.

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

Easements

Easements are recognised at cost, being the costs directly attributable to bringing the asset to its intended use. Easements have an indefinite useful life and are not amortised, but are instead tested for impairment annually.

Amortisation

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

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

Computer software	3 – 5 years	33% – 20%
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Impairment of property, plant and equipment and intangible assets

Assets that have an indefinite useful life, or are not yet available for use, are not subject to amortisation and are tested annually for impairment. Assets that have a finite useful life are reviewed for indicators of impairment at each balance date. When there is an indicator of impairment the asset's recoverable amount is estimated. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of

the asset are not primarily dependent on the asset's ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

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

If an asset's carrying amount exceeds its recoverable amount the asset is impaired and the carrying amount is written down to the recoverable amount. For revalued assets the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the Prospective Statement of Comprehensive Income. For assets not carried at a revalued amount, the total impairment loss is recognised in the Prospective Statement of Comprehensive Income.

The reversal of an impairment loss on a revalued asset is credited to the revaluation reserve. However, to the extent that an impairment loss for that class of asset was previously recognised in the Prospective Statement of Comprehensive Income, a reversal of the impairment loss is also recognised in the Prospective Statement of Comprehensive Income.

For assets not carried at a revalued amount (other than goodwill) the reversal of an impairment loss is recognised in the Prospective Statement of Comprehensive Income.

CREDITORS AND OTHER PAYABLES

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

BORROWINGS

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

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

EMPLOYEE ENTITLEMENTS

Short-term employee entitlements

Employee benefits that Council expects to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, retiring and long service leave entitlements expected to be settled within 12 months, and sick leave.

Council recognises a liability for sick leave to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent that Council anticipates it will be used by staff to cover those future absences.

Council recognises a liability and an expense for bonuses where contractually obliged or where there is a past practice that has created a constructive obligation.

Long-term employee entitlements

Entitlements that are payable beyond 12 months, such as long service leave and retiring leave, have been calculated on an actuarial basis. The calculations are based on:

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

SUPERANNUATION SCHEMES

Defined contribution schemes

Obligations for contributions to defined contribution superannuation schemes are recognised as an expense in the Prospective Statement of Comprehensive Income as incurred.

Defined benefit schemes

Council belongs to the Defined Benefit Plan Contributors Scheme (the scheme), which is managed by the Board of Trustees of the National Provident Fund. The scheme is a multi-employer defined benefit scheme.

Insufficient information is available to use defined benefit accounting, as it is not possible to determine from the terms of the scheme, the extent to which the surplus/deficit will affect future contributions by individual employers, as there is no prescribed basis for allocation. The scheme is therefore accounted for as a defined contribution scheme.

PROVISIONS

Council recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, it is probable that expenditures will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

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

FINANCIAL GUARANTEE CONTRACTS

A financial guarantee contract is a contract that requires Council to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due.

Financial guarantee contracts are initially recognised at fair value. If a financial guarantee contract was issued in a stand-alone arm's length transaction to an unrelated party, its fair value at inception is equal to the consideration received. When no consideration is received a provision is recognised based on the probability Council will be required to reimburse a holder for a loss incurred, discounted to present value. The portion of the guarantee that remains unrecognised, prior to discounting to fair value, is disclosed as a contingent liability.

Financial guarantees are subsequently measured at the initial recognition amount less any amortisation, however if Council assesses that it is probable that expenditure will be required to settle a guarantee, then the provision for the guarantee is measured at the present value of the future expenditure.

LANDFILL POST CLOSURE COSTS

As operator of the Silverstream and Wainuiomata landfill sites, Council has an obligation to ensure the ongoing maintenance and monitoring services at these landfill sites after closure. Council also has an obligation to monitor closed landfill sites previously operated by local authorities subsequently amalgamated to form the Hutt City Council.

A site restoration and aftercare provision has been recognised as a liability in the Statement of Financial Position. Provision is made for the present value of closure and post closure costs when the obligation for post closure arises. The calculated cost is based on estimates of closure costs and future site trade waste charges and monitoring costs. The estimated length of time needed for post closure care is Silverstream 30 years, and Wainuiomata 28 years.

The calculations assume no change in the legislative requirements or technological changes for closure and post closure treatment. The discount rate used is a pre tax rate that reflects current market assessments of the time value of money and the risks specific to Council.

Amounts provided for closure and post closure costs are capitalised to the landfill asset where they give rise to future economic benefits, or if they are incurred to enable future economic benefits to be obtained. The capitalised landfill asset is depreciated over the life of the landfill based on the capacity used.

EQUITY

Equity is the community's interest in Council as measured by total assets less total liabilities. Equity is classified into a number of reserves to enable clearer identification of the specified uses that Council makes of their accumulated surpluses. The components of equity are:

- Accumulated funds
- Council created reserves
- Restricted reserves
- Asset revaluation reserves.

Reserves represent a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by Council.

Council created reserves are established by Council. They may be altered without reference to any third party or the courts. Transfers to and from these reserves are at the discretion of Council.

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

GOODS AND SERVICES TAX (GST)

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

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

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

Commitments and contingencies are disclosed exclusive of GST.

COST ALLOCATION

The operating statements report the net cost of services for significant activities of Council. Council has derived the net cost of services for each significant activity using the cost allocation system outlined below.

Direct costs are charged directly to significant activities. Indirect costs are charged to the significant activities based on cost drivers and related activity or usage information.

Each significant activity has been charged an internal interest cost. The net interest cost incurred by Council is allocated to each significant activity based on the net book value of property, plant and equipment used by the activity.



FORECAST FINANCIAL STATEMENTS – PROSPECTIVE FUNDING IMPACT STATEMENT

FOR THE YEAR ENDING 30 JUNE	ESTIMATE 2009 \$000	BUDGET 2010 \$000	FORECAST 2011 \$000	FORECAST 2012 \$000	FORECAST 2013 \$000	FORECAST 2014 \$000	FORECAST 2015 \$000	FORECAST 2016 \$000	FORECAST 2017 \$000	FORECAST 2018 \$000	FORECAST 2019 \$000
OPERATING EXPENDITURE OF (\$000):	113,583	120,720	121,225	122,681	124,416	128,831	132,201	135,276	140,603	144,680	149,490
Funding for Operating Expenditure											
General rate	51,579	53,484	54,921	56,288	57,635	59,545	61,508	63,491	65,581	67,733	69,963
Targeted rates	25,991	26,603	27,339	28,121	28,980	29,811	30,675	31,609	32,527	33,478	34,449
User charges	26,565	30,100	29,858	30,367	30,841	31,285	31,732	32,191	33,049	33,542	34,047
Operating contributions	5,935	6,036	6,204	6,256	6,408	6,569	6,729	6,889	7,061	7,238	7,418
Other revenue	2,433	2,497	2,164	2,153	2,194	2,404	2,307	2,369	2,604	2,506	2,579
(Surplus)/deficit applied to borrowing	1,080	2,000	739	(504)	(1,642)	(783)	(750)	(1,273)	(219)	183	1,034
TOTAL FUNDING FOR OPERATING EXPENDITURE	113,583	120,720	121,225	122,681	124,416	128,831	132,201	135,276	140,603	144,680	149,490
CAPITAL EXPENDITURE OF (\$000):	26,036	26,946	30,838	36,670	37,712	30,859	28,501	52,305	57,376	35,956	34,072
Funding for Capital Expenditure											
Capital Contributions	5,096	5,460	5,672	14,504	6,659	6,286	6,439	9,007	7,283	7,429	7,616
Funding from non-cash expenses	23,976	27,459	27,182	27,521	27,964	29,904	31,561	31,710	33,017	34,018	35,965
Asset sales	2,400	6,870	12,403	2,831	–	–	–	–	–	–	–
Operating surpluses/(deficits)	(1,080)	(2,000)	(739)	504	1,642	783	750	1,273	219	(183)	(1,034)
Borrowing/(debt repayment)	(4,356)	(10,843)	(13,680)	(8,690)	1,447	(6,114)	(10,249)	10,315	16,857	(5,308)	(8,475)
TOTAL FUNDING FOR CAPITAL EXPENDITURE	26,036	26,946	30,838	36,670	37,712	30,859	28,501	52,305	57,376	35,956	34,072

RATES FOR 2009/10

1. INTRODUCTION

The Funding Impact Statement (FIS) details the rates to be set, defines the differential categories, and shows the rating factors to be used for 2009/10.

The information below is a summary of this information and shows an amount for each rate and charge, based on the information in the FIS. It also shows the change in the amount payable on a range of typical properties.

It should be noted that all figures in this section are GST inclusive, unless otherwise stated.

2. CHANGES

No changes have been made to the rating structure and differential factors used for the 2008/09 year.

3. SCHEDULE OF RATES FOR 2009/10

A) Water Supply Rate

Type: Targeted Rate

Rating Factor: Separately used or inhabited part of a rating unit

The charges for the 2009/10 rating year are as follows:

CATEGORY	CHARGE
Connected	\$308 per part
Serviceable but not Connected	\$154 per part

B) Wastewater Rate

Type: Targeted Rate

Rating Factor: Number of Water Closets or urinals

The charges for the 2009/10 rating year are as follows:

CATEGORY	CHARGE
First WC or urinal per rating unit	\$389
Second and each subsequent WC or urinal per rating unit	\$194.50 each

C) Recycling Charge

Type: Targeted Rate

Rating Factor: Number of separately used or inhabited parts (SUIP) of the rating unit

The charge for the 2009/10 rating year is as follows:

CATEGORY	CHARGE
Rating units in the Residential category receiving or able to use the recycling collection service.	\$36

D) Jackson Street Programme Rate

Type: Targeted Rate

Rating Factor: Capital Value

The charge for the 2009/10 rating year is as follows:

CATEGORY	RATE
Rating units in any business category having frontage to Jackson Street, Petone, between Hutt Road and Cuba Street.	0.05180 cents per \$ of Capital Value



E) Private Drains Rate

Type: Targeted Rate

Rating Factor: Cost of work to upgrade private drain

The charges for the 2009/10 rating year are as follows:

CATEGORY	CHARGE
Per dollar of the cost of the work to upgrade private drain	24.30 cents per year for five years

F) General Rate

Type: General Rate

Rating Factor: Capital Value

The differential categories and charges for the 2009/10 rating year are as follows:

CATEGORY	RATIO	CHARGE PER \$ OF CAPITAL VALUE
Residential (RE)	1.00	0.23560 cents
Rural (RU)	0.65	0.15310 cents
Business Accommodation (BA)	3.00	0.70670 cents
Business Central (BC)	3.70	0.87170 cents
Business Suburban (BS)	3.40	0.80100 cents
Utility Networks (UN)	2.50	0.58900 cents
Community Facilities 1 (CF1)	1.00	0.23560 cents
Community Facilities 2 (CF2)	0.50	0.11780 cents
Community Facilities 3 (CF3)	2.50	0.58900 cents

4. SUMMARY OF REVENUE REQUIRED FROM RATES

RATE	AMOUNT (INCLUSIVE OF GST) \$000S	AMOUNT (EXCLUSIVE OF GST) \$000S
General Rate	63,168	56,149
TARGETED RATES:		
Water Supply	12,251	10,890
Wastewater	16,501	14,668
Jackson St	90	80
Recycling	1,350	1,200
Private Drains	88	78
TOTAL RATE REVENUE	\$93,448	\$83,065

Note: Total rate revenue includes rates charged on Council-owned properties.

5. SUMMARY OF REVENUE REQUIRED BY DIFFERENTIAL GROUP

DIFFERENTIAL GROUP	RATES 2009/10 \$000S	TOTAL RATES BY CATEGORY \$000S	PROPORTION OF TOTAL RATES
Residential		58,896	63.0%
Rural		462	0.5%
Utility Networks		2,816	3.0%
BUSINESS:			
Accommodation	531		
Central	9,094		
Suburban	20,630	30,255	32.4%
COMMUNITY FACILITIES:			
1	748		
2	134		
3	137	1,019	1.1%
TOTAL RATES LEVIED		\$93,448	100.00%

6. EXAMPLES OF RATES ON A RANGE OF TYPICAL PROPERTIES

The examples below show how a range of properties are affected by the proposed rates for the new year.

CATEGORY	RATEABLE VALUES	2008/09 RATES				2009/10 RATES	
		CV \$	CURRENT RATES \$	NEW RATES \$	CHANGE AMOUNT \$	CHANGE %AGE	
Residential – Average	386,000		1,596	1,642	46	2.9%	
Residential – High Value	800,000		2,539	2,618	79	3.1%	
Residential – 22 Flats	2,850,000		18,194	18,756	562	3.1%	
Residential – Low Value	240,000		1,263	1,298	35	2.8%	
Rural (No Services)	455,000		674	697	23	3.4%	
Rural (Full Services)	540,000		1,480	1,524	44	3%	
Bus. Accommodation	1,350,000		13,385	13,738	353	2.6%	
Business Central	9,800,000		84,288	87,096	2,808	3.3%	
Business Central	325,000		3,421	3,530	109	3.2%	
Business Suburban	1,700,000		22,538	23,067	529	2.3%	
Business Suburban – JSP	810,000		7,368	7,605	237	3.2%	

7. RATES INSTALMENT DETAILS

The amount of the annual rates payable on each rating unit is payable by six equal instalments by the following dates:

INSTALMENT NO.	DUE DATE
One	20 August
Two	20 October
Three	20 December
Four	20 February
Five	20 April
Six	20 June

Where the annual rates are not able to be set in time for the first instalment, the first instalment will be calculated and charged as one sixth of the previous year's rates. The remaining five instalments will then be calculated as each being one fifth of the amount of the annual rates, after deducting the amount of instalment one.

8. PENALTIES ON UNPAID RATES

If the rates instalment amount is not paid by the due date then the following penalty charges will be incurred:

- a) After the due date shown for each instalment, a penalty charge of 10% of the amount remaining unpaid for that instalment will be added to the rate account
- b) All rates levied in any previous financial year (including any penalty amounts already added for late payment) which remain unpaid after the due date for payment of the second instalment in the current year (20 October), will incur a further penalty charge of 10%
- c) All rates levied in any previous financial year (including any penalty amounts already added for late payment) which remain unpaid after the due date for payment of the fifth instalment in the current year (20 April), will incur a further penalty charge of 10%.

Provided that no penalty shall be added to any rate account:

- a) Where a direct debit authority is in place for payment of the rates by regular weekly, fortnightly or monthly instalments, and payment in full is made by the end of the rating year; or
- b) Where any other satisfactory arrangement has been reached for payment of the current rates by regular instalments by the end of the rating year.

HUTT CITY COUNCIL'S FEES AND CHARGES FOR 2009/10

The following is a consolidated list of Hutt City Council's fees and charges. All fees and charges include Goods and Services Tax (GST).

ANIMAL SERVICES

	2009/10
DOG	
Entire dog	\$95.00
Neutered	\$85.00
All dogs not registered by 4 August	\$125.00
Classified "Dangerous"	\$123.00
Classified "Dangerous" and not registered by 4 August	\$184.50
Responsible owner status	\$55.00
Replacement registration tags	\$5.00
Euthanasia at owner's request	\$30.00
Licence fee for keeping more than two dogs	\$30.00
Infringement fees set in the Dog Control Act 1996 apply	
Micro-chipping fee	\$30.00
IMPOUNDING AND SUSTENANCE FEES	
First impounding during year of registration	\$75.00
Second impounding during year of registration	\$150.00
Sustenance fee per dog per day	\$16.00
Boarding fees per day	\$16.00
Seizure fee	\$75.00

ARCHIVES

There is no charge for inspecting items at the public reading room.

		2009/10
SEARCH FEES		
1 hour		Without charge
An initial charge for the first chargeable half hour		\$30.00
For each subsequent half hour		\$38.00
RESEARCH QUESTIONS – FEES APPLY* (NEW CHARGES)		
An initial charge for the first half hour		\$30.00
For each subsequent half hour		\$38.00
Note:		
→ *For Public Records Act access		
→ The full half-hour fee will be charged for each part-period used		
→ Fees are chargeable in advance		
Photocopy Fees		
→ Copying is subject to the physical condition and type of the item – in the interest of preserving the archive, and Copyright legislation		
→ All copying of archives will be carried out by Archives staff		
A4	up to 20 pages	Without charge
A4	pages in excess of 20	20 cents per page Fees to recover the cost of staff time may apply+
A3		\$2.00 per page Fees to recover the cost of staff time may apply+

+ After the first 10 minutes of copying, staff time will be added to search/research time.



BOAT SHEDS

2009/10	
Boat shed	Independent valuation on a square metre basis

CEMETERIES

2009/10	
PLOT PURCHASE AND MAINTENANCE IN-PERPETUITY	
Adult	\$1,240.00
Child (1 to 12 Years)	\$492.00
Infant (Under 1 year)	\$492.00
Ashes	\$465.00
Ashes garden, Taita and Wainuiomata	\$770.00
Memorial tree plots, Block 18	\$756.00
Ponga trail, Block 19	\$605.00
Monumental plots, Block 16	\$1,810.00
INTERMENT FEES	
Adult	\$655.00
Child (1 to 12 Years)	\$420.00
Infant (Under 1 Year)	\$112.50
Ashes	\$85.00
RSA SECTION	
Burial plot purchase	No Charge
Burial interment fee	\$655.00
Ashes plot purchase	No Charge
Ashes interment fee	\$85.00
Ashes interment (memorial wall)	\$85.00

2009/10	
DISINTERMENTS	
Burial (body)	\$1,860.00*
Ashes	\$170.00

* Note: This figure is indicative only and the actual charge may differ depending on the nature of the disinterment

RE-INTERMENTS

To be charged as for interment fees

SPECIAL FEES AND CHARGES

Outside district fees*	\$843.00
Outside district fee* – children under 12	\$742.00
Outside district fee* – RSA	\$843.00
Outside district fee* – ashes	\$610.00
Casket larger than standard	\$187.00
Triple depth burial interment	\$153.00
Outside standard hours of work	Actual Cost
Plaque/Memorial fees	\$65.00
Plot cancellation fee	\$42.00
Transfer of Exclusive Right	\$42.00
Breaking of concrete	Actual Cost
Search fee: Per entry (up to 30 minutes)	\$10.00

* Applies to all plot purchases where deceased has lived outside the city for the last five or more years. Reimbursement for unused plots is calculated at the rate originally paid for the plot.

COMMUNITY DEVELOPMENT

	2009/10
Community Group Directory	\$5.00

ENCROACHMENT ON HUTT CITY COUNCIL LAND

	2009/10
Application fee (new applications)	\$168.70
Application fee (alterations to existing use)	\$56.20
Gardens	\$112.50 per annum
Single garage	\$125.00 per annum
Double garage	\$250.00 per annum
Commercial	Assessed by Council at a market rate

Note: these are indicative figures only and actual charges may differ depending on the nature of the encroachment. Other encroachment types will be assessed by Council on an individual basis.

ENGINEERING RECORDS AND LAND INFORMATION SERVICES

PRINT SIZE	PLAN PRINTER	TRANSPARENCY PLAN PRINTER	INK JET PLOTS
Oversize	–		\$50.00
A0	–		\$30.00
A1	\$8.00	\$5.00	\$20.00
A2	\$4.00	\$3.00	\$10.00
A3	\$2.00		\$7.00
A4	–		\$5.00

	2009/10
Copies of Ortho-rectified Aerial Images (per tile)	\$50.00
GIS Specialists time (per hour)	\$60.00
District Plan spatial data	\$1,000 or part thereof

ENVIRONMENTAL CONSENTS

All fees include GST and are payable under Section 36 of the Resource Management Act 1991. Fees are not refundable if your application is declined or withdrawn. Additional charges may apply (see below).

Application fees cover the cost of processing your application only. After you start building there are charges to cover the cost of Council's monitoring costs, such as site visits, research, photos, communications and administration.

RESOURCE CONSENTS

	2009/10
Land Use Consents (Non-complying, Discretionary, Restricted Discretionary, Controlled)	
Notified Application – Hearing required (includes up to 40 hours of processing and 1 monitoring inspection)	\$4,715.00
If application is required to be notified in a daily newspaper an additional fee of \$1,000.00 is required.	
Notified Application – No hearing required (includes up to 30 hours of processing and 1 monitoring inspection)	\$3,565.00
Limited Notification – (includes up to 30 hours of processing and 1 monitoring inspection)	\$3,565.00



	2009/10
Non-Notified Resource Consent (includes up to 7 hours of processing and 1 monitoring inspection)	\$920.00
Non-Notified Resource Consent – Residential Additions and Alterations (includes up to 5 hours of processing and 1 monitoring inspection)	\$690.00
All additional processing (per hour)	\$115.00
All additional monitoring inspections (per visit)	\$115.00
Consultants Fees and Costs of Disbursements will also be additionally charged and invoiced when consent is completed	
Subdivisions (including Unit Title/Cross Lease)	
Notified Application – Hearing required (includes up to 40 hours of processing and 1 monitoring inspection)	\$4,715.00
If application is required to be notified in a daily newspaper an additional fee of \$1,000.00 is required.	
Notified Application – No hearing required (includes up to 30 hours of processing and 1 monitoring inspection)	\$3,565.00
Limited Notification – (includes up to 30 hours of processing and 1 monitoring inspection)	\$3,565.00
Subdivision consent including land use consent (includes up to 10 hours of processing and 1 monitoring inspection)	\$1,265.00
Subdivision consent including Certificate under section 223 of the RMA (includes up to 8 hours of processing and 1 monitoring inspection)	\$1,035.00 plus \$50 per lot over 4 lots
Certificate under section 224 of the RMA	\$230.00
Certificate under section 226 of the RMA (includes up to 3 hours of processing)	\$345.00
Section 241 and 243 RMA application	\$690.00
Rights of Way (includes 3 hours of processing)	\$345.00
Rights of Way sealing fee	\$150.00

	2009/10
Other Fees	
Section 139a Existing Use Certificate application	\$690.00
Certificate of Compliance (includes up to 6 hours of processing)	\$690.00
Outline Plan (includes up to 6 hours of processing and 1 monitoring inspection)	\$745.00
Outline Plan waiver	\$745.00
Section 10 waiver, section 37 waiver, section 125 extension, section 126 cancellation, section 127 and section 128 review (non-notified) RMA (includes up to 6 hours of processing)	\$690.00
Sections 357, 357A and 357B objection (non-notified)	\$690.00
Certificate of Use under Sale of Liquor Act	\$150.00
Any special inspections (per hour)	\$115.00
Sealing Fee (for urgent applications for registrable instruments)	\$80.00
Certificate under Overseas Investment Act 1973	\$360.00
Cost of disbursements, i.e. venue hire, photocopying, catering, postage, public notification	Actual Cost
Independent consultants, advisors, specialists	Actual Cost
All consents: additional processing hours (per hour)	\$115.00
Discharge or Withdrawal of Registrable Agreement	
Legal costs plus officer's time at (per hour)	\$115.00
Processing request for Removal of Building Line (plus disbursements)	\$150.00
Adjustment or Revocation of Easements	
Legal costs plus officer's time at (per hour)	\$115.00
Land Information Memoranda ('LIM')	
Residential Property LIM	\$300.00
Commercial Property LIM (deposit)	\$300.00
Additional processing hours (per hour) if more than 2 hours is required for commercial property LIMs	\$100.00

BUILDING CONSENTS

Project Information Memorandum, Building Consent & Certificate of Acceptance Fee

Please note that the PIM and BC fees listed below are a Base Fee only and DO NOT include any additional inspections, Consultants Fees or BRANZ and DBH levies. These will be charged extra as and if required.

Total PIM and BC

VALUE OF WORK	PIM	BC	TOTAL COST
Minor Works Bldg/P & D Free Stand/Inbuilt Fire	\$65.00	\$165.00	\$230.00
To \$5,000	\$160.00	\$285.00	\$445.00
To \$10,000	\$160.00	\$490.00	\$650.00
To \$19,999	\$290.00	\$695.00	\$985.00
To \$50,000	\$290.00	\$950.00	\$1,240.00
To \$100,000	\$320.00	\$1,505.00	\$1,825.00
To \$200,000	\$320.00	\$1,810.00	\$2,130.00
To \$300,000	\$480.00	\$2,215.00	\$2,695.00
To \$500,000	\$540.00	\$2,720.00	\$3,260.00
To \$700,000	\$700.00	\$3,325.00	\$4,025.00
To \$1,000,000	\$950.00	\$4,230.00	\$5,180.00
Over \$1,000,000	\$950.00	\$4,235.00	\$5,185.00
	+ \$100.00	+ \$360.00	+ \$460.00
	per \$200,000	per \$200,000	per \$200,000

Once Building Consent has been granted, you will be notified of any further fees due, such as additional Inspection Fees, Consultants Fees, BRANZ and DBH levies.

The Building Research Association of New Zealand (BRANZ) levy charge is \$1.00 per \$1,000 for works \$20,000 and over, and the Dept of Building and Housing (DBH) levy charge is \$1.97 per \$1,000 for works \$20,000 and over.

Consultants Fees (e.g. Peer Review, NZ Fire Service, Legal or Professional advice) will be charged at actual cost plus disbursements.

	2009/10
Amendment Fee (includes half hour processing time)	\$150.00
All additional processing (per hour)	\$115.00
Inspection Fee	\$100.00 per inspection
Refundable Damage Deposit	\$500.00
Certificate for Public Use	\$165.00 when received with a Building Consent \$225.00 when received independently
Service Connection Fee	
Sewer	\$30.00
Stormwater	\$30.00
Water	\$60.00
Certificate of Acceptance	
Works under \$100,000	\$700.00 deposit plus normal consent fees and levies for DBH
Works \$100,000 and over	\$2,000.00 deposit plus normal consent fees and levies for DBH



	2009/10
Non Standard Projects	
Removing load bearing wall (1 inspection)	\$190.00
Demolition of Chimney	\$190.00
Install French Doors (inside existing opening)	\$190.00
Deck (with or without pergola) < 20m2	\$190.00
Kick out to soffit (under 10m2)	\$190.00
Kick out to soffit (over 10m2)	\$190.00
Re-site dwelling (on site)	\$190.00
Re-locatable dwelling (move to another site)	\$190.00
Stairs from basement to upper floor (1 inspection)	\$190.00
Small Drainage work up to \$4,999.00 value of work	\$190.00
Hot Water Cylinder exchanges and similar	\$190.00
Domestic solar hot water heating panels	No Charge
Other Fees	
Exemption from building work under Schedule 1 of the Building Act 1991 (includes 1 hour processing)	\$100.00
Application for waiver or modification of Building Consent fee plus actual cost of any professional advice sought by Council (includes half hour processing time)	\$100.00
All additional processing (per hour)	\$115.00
Issue of PIM to Building Control Authority	\$100.00
Plumbing Inspections	\$100.00
General Inspections	\$100.00
Marquee Licence (includes 1 hour processing)	\$100.00
All additional processing (per hour)	\$115.00
Swimming Pool and Spa Inspections – per inspection	\$100.00
Building over Council Drains	\$200.00
Section 72 – Building on land subject to natural hazards	Actual Cost
Section 75 – Building on 2 or more allotments	Actual Cost
Change of Use	\$100.00

	2009/10
Street Crossing Inspection	Actual Cost
Structural Checking Fee	Actual Cost
Water Connection/Alterations application	Actual Cost
Sewer/Stormwater Connection/Disconnection	Actual Cost
Kerb and Channel Connections	Actual Cost
Backflow Prevention Device	Actual Cost
Sanitary Sewer TV Survey	Actual Cost
Stormwater TV Survey	Actual Cost
Compliance Schedule/Building WOF	
Building Warrant of Fitness	\$100.00
Building W.O.F – Annual Certificate	\$100.00
Building W.O.F/C.S. Inspection	\$115.00/hour
Amendment to Compliance Schedule	\$50.00
Commercial Cable Car	\$100.00
Residential Cable Car	\$50.00
Change in Tenure	\$115.00/hour

DEVELOPMENT AND FINANCIAL CONTRIBUTIONS

Development and financial contributions are payable in relation to the subdivision and development of land. The amounts payable are described in Council's Policy on Development and Financial Contributions (see page 257).

	2009/10
RECORD SEARCHES	
Property Search (includes 1 print)	\$20.00
Print per microfiche image	\$5.00
CERTIFICATE OF TITLE	
Interests/document e.g. transfer, easement, covenant, lease	\$15.00
	\$15.00

ENVIRONMENTAL HEALTH

Premises meeting the required standard by 1 July are eligible for a discount, provided re-registration is applied for by 20 August.

	2009/10
Transfer/minimum fee	\$50.00
Non-complying inspection fee	\$80.00

Food Premises

	FEE	DISCOUNT FEE	A GRADE OR FOOD CONTROL PLAN
Class One – Fruiterers, Pre-packaged only (low risk, pre-packaged)	\$300.00	\$206.00	\$165.00
Class Two – Dairies, Service Stations (small premises – ready made foods – some ice cream/pre-wrapped pies), Clubs (medium), Supply of low risk food	\$358.00	\$249.00	\$206.00
Class Three – Clubs (large), Rest Homes (<25), Service Stations (large), Minimarts, Canteens (small), Supply of medium risk food	\$440.00	\$309.00	\$254.00
Class Four – Takeaways, Eating Houses (<40), Meat and Fish, Delicatessens, Canteens (large), Caterer (small), Bakery, Wholesaler (small), Rest Home (25-50), Supermarkets (medium), Supply of high risk food	\$513.00	\$355.00	\$293.00

	FEE	DISCOUNT FEE	A GRADE OR FOOD CONTROL PLAN
Class Five – Eating Houses (>40), Caterer (large), Wholesalers (large), Rest Homes (>50), Supermarkets (large), Supply of high risk food	\$843.00	\$579.00	\$474.00
Travelling Shop – Food	\$250.00	\$170.00	
Food Stall	\$250.00	\$170.00	
Clubs/Canteens (small) – type 16 – no food preparation	\$122.00	\$85.00	\$70.00

Other Licences

	FEE	DISCOUNT FEE	A GRADE OR FOOD CONTROL PLAN
Travelling Shop – no food	\$115.00	N/A	N/A Set by statute
Hairdresser	\$247.00	\$170.00	N/A
Camping Ground	\$418.00	\$391.00	N/A
Hawker	\$50.00	N/A	N/A Set by statute
Amusement Device	\$80.00	N/A	N/A Set by statute
Mortuary	\$309.00	\$211.00	N/A
Offensive Trade	\$355.00	\$247.00	N/A



Additional Charges

	2009/10
One off Food Stall	\$20.00
New Premises – Establishment fee	\$100.00
Initial Licence fee	\$80.00
Transfer Licence fee	\$50.00
Additional Inspections or Food Control Plan re-audit fee	\$80.00 per visit
Food Safety Audits	\$90.00 per hour (expenses additional)
Street Musicians Licence	\$20.00
Amusement Devices (per site for 7 days)	Set by statute

Noise Control

	2009/10
Seizure Fine (stereo equipment)	\$140.00 and \$1 per day after the 1st month of storage
Security Alarms – daytime attendances	\$80.00
Security Alarms – after hours attendances	\$150.00
Consultancy and survey fee	\$100.00 per hour

Environmental Policy

	2009/10
REQUESTS FOR CHANGE TO DISTRICT PLAN (DEPOSIT)	\$5,000.00
All actual costs related to the proposed plan change, including council officers' time, will be borne by the applicant as follows:	
<ul style="list-style-type: none"> ➔ All work undertaken by the Council's officers in connection with the request for the change shall be charged at \$80.00 per hour against the deposit. ➔ Any hearing shall be charged at \$1,000 per day or part day against the deposit. ➔ If the proposed change is notified publicly, advertising charges will be actual costs payable by the applicant. ➔ All information requested by the Council shall be supplied at the applicant's cost. 	
NOTICE FOR REQUIREMENTS (DEPOSIT)	\$5,000.00
All actual costs related to the requirement, including council officers' time, will be borne by the Requiring Authority as follows:	
<ul style="list-style-type: none"> ➔ All work undertaken by the Council's officers in connection with the requirement shall be charged at \$80.00 per hour against the deposit. ➔ Any hearing shall be charged at \$1,000 per day or part day against the deposit. ➔ If the requirement is notified publicly, advertising charges will be actual costs payable by the Requiring Authority. ➔ All information requested by the Council shall be supplied at the Requiring Authority's cost. 	
OPERATIVE DISTRICT PLAN	
Complete set	\$250.00
Text Volume	\$125.00
Map Volume	\$125.00

GAMBLING VENUE AND BOARD VENUE

	2009/10
Class 4 Gambling Venue and Board Venue applications	\$300.00

HALLS

Community rates of charges for hall hire are set out below.

The commercial rates are set at the community rate, plus 50%, with a separate negotiable charge of up to 10% of the gross revenue of the commercial activity. A charity rate is also available by application.

Town Hall and Horticultural Hall

MONDAY TO FRIDAY	MAIN HALL	SUPPER ROOM	KITCHEN & SUPPER ROOM	MAIN HALL & KITCHEN	ALL FACILITIES
8 am – 12 noon	\$160.00	\$40.00	\$80.00	\$210.00	\$240.00
12 noon – 2pm	\$80.00	\$35.00	\$50.00	\$115.00	\$145.00
2 pm – 6pm	\$160.00	\$40.00	\$80.00	\$210.00	\$240.00
6pm – 11 pm	\$180.00	\$50.00	\$120.00	\$240.00	\$285.00
8am – 6pm	\$270.00	\$85.00	\$160.00	\$350.00	\$425.00
2pm – 11pm	\$270.00	\$85.00	\$160.00	\$350.00	\$425.00
8am – 11pm	\$350.00	\$120.00	\$240.00	\$475.00	\$585.00
After 11pm	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00

Note: The Town Hall supper room and kitchen are not available for public hire during normal working hours of 8am – 5pm, Monday – Friday.

WEEKENDS & PUBLIC HOLIDAYS	MAIN HALL	SUPPER ROOM	KITCHEN & SUPPER ROOM	MAIN HALL & KITCHEN	ALL FACILITIES
8 am – 12 noon	\$225.00	\$70.00	\$115.00	\$270.00	\$325.00
12 noon – 2pm	\$115.00	\$45.00	\$90.00	\$160.00	\$190.00
2 pm – 6pm	\$225.00	\$70.00	\$115.00	\$270.00	\$325.00
6pm – 11 pm	\$255.00	\$90.00	\$170.00	\$335.00	\$410.00
8am – 6pm	\$385.00	\$115.00	\$225.00	\$490.00	\$600.00
2pm – 11pm	\$385.00	\$115.00	\$225.00	\$490.00	\$600.00
8am – 11pm	\$490.00	\$170.00	\$335.00	\$650.00	\$805.00
After 11pm	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00

Little Theatre

	ALL FACILITIES MONDAY – FRIDAY	ALL FACILITIES WEEKENDS & PUBLIC HOLIDAYS
8 am – 1 pm	\$130.00	\$190.00
1 pm – 6 pm	\$130.00	\$190.00
6pm – 11 pm	\$130.00	\$190.00
Two sessions in one day	\$210.00	\$285.00
Three sessions in one day	\$315.00	\$430.00
After 11pm	\$70.00	\$100.00



Walter Nash Stadium

Usage	OFF PEAK		PEAK	
	1 Court	2 Courts	1 Court	2 Courts
Casual Users	\$73.00	\$85.00	\$90.00	\$124.00
Major Users	\$62.00	\$73.00	\$79.00	\$102.00
Discount Users	\$45.00	\$57.00	Not Available	Not Available
All Day Hirage				\$1,970.00

NOTE: These are maximum charges.

Off Peak Hours: Weekdays between hours of 8am-3pm

Peak Hours: Weekdays between hours of 3pm-10pm
Weekends between hours of 8am-10pm

Major Users: Use the Stadium on a consistent basis for a period of 4 months or more

Discount Users: Only available in off-peak and at the discretion of the Trust

These charges include:

- All permanent seating
- Set up of courts (i.e. hoops)
- Clocks
- Kitchen (only available on all day hire)
- Changing rooms and showers

Moera, Eastbourne and Belmont Community Halls

	ALL FACILITIES MONDAY – FRIDAY	ALL FACILITIES WEEKENDS & PUBLIC HOLIDAYS
Per hour (maximum)	\$15.00	\$20.00

Wainuiomata Hall

	ALL FACILITIES		MEETING ROOM	
	MONDAY – FRIDAY	WEEKENDS & PUBLIC HOLIDAYS	MONDAY – FRIDAY	WEEKENDS & PUBLIC HOLIDAYS
Per hour (maximum)	\$15.00	\$20.00	\$10.00	\$12.00

Hardwick Smith Lounge

	ALL FACILITIES MONDAY – FRIDAY	ALL FACILITIES WEEKENDS & PUBLIC HOLIDAYS
Per hour (maximum)	\$10.00	\$15.00

Kensington Hall

	MONDAY – FRIDAY	WEEKENDS & PUBLIC HOLIDAYS
Per hour (maximum)	\$8.00	\$10.00

LANDFILLS (all charges include a government waste levy)

	2009/10
DOMESTIC VEHICLES (CASH ONLY)	
Cars and station wagons	\$12.00
Vans, utilities, SUV (4-wheel drives), small trailers (Max refuse dimensions: 2.5m long, 1m high, 1.5m wide)	\$24.00
Please note: Combinations of vehicles (vans, utilities, small trucks) and trailer will cost the sum of their respective charges.	
ALL OTHER VEHICLES (PER TONNE)	
Minimum Charge	\$95.25
	\$47.62
SPECIAL BURIALS	
Minimum Charge	\$131.25
	\$65.62
POTENTIALLY HAZARDOUS WASTES	
By negotiation, refer to the "Hutt City Landfill – Waste Disposal Guide"	
CAR BODIES (PER TONNE)	
	\$95.25
TYRES	
Disposal of more than 4 tyres (per tonne) regardless of vehicle type	\$311.25
Minimum Charge	\$155.62
REFUSE BAGS (including government levy)	
Plastic bags – packet of 5	\$9.50
Plastic bags – packet of 10	\$19.00
Plastic bags – packet of 50	\$95.00

LIBRARIES

	2009/10
Interloans (non-urgent) per request	\$10.00
Interloans (urgent)	At cost
Lost items	Replacement cost plus \$10 processing fee on adult items
Rental collections	Vary according to format to a maximum of \$10 per item
Overdue charges	Vary according to format from \$0.20 to \$2.00 per day to a maximum of \$10.00 per item
Borrower's card replacement (per card)	\$2.00
Internet access and computer use	\$1.00 per half hour



LITTERING INFRINGEMENT FEES

2009/10	
MINOR LITTERING	Infringement fee \$100
<p>Minor littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier:</p> <p>Cigarette butts; Wrappers/paper; Chewing gum; Small food waste; Take-away food/drink containers; Fish & chip papers; Plastic drink bottle(s); and Aluminium can(s).</p> <p><i>NB: For cigarette butt littering, this is a two step enforcement process.</i></p> <p><i>First step: Educate/warning – offender advised this is not acceptable.</i></p> <p><i>Second step: If a person is found depositing cigarette butt litter having already been warned, an infringement fee of \$100 will be issued.</i></p>	

MEDIUM LITTERING	Infringement fee \$200
<p>Medium littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier:</p> <p>Single used disposable nappy or nappies; Small dumping (e.g. shopping bags) – domestic/commercial waste in, or by, public litter bins; Small dumping in or by commercial waste bins/clothing bins/recycling stations; Persistent use of unofficial (non-council) refuse bags; and Small insecure load from truck or trailer.</p> <p><i>NB: Small dumping defined as up to four shopping bags or two refuse bags or single items. Small insecure load is defined as paper, single item, grass clippings, dust that has come off a truck or trailer.</i></p>	

2009/10	
MAJOR LITTERING	Infringement fee \$400
<p>Major littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier:</p> <p>Household waste; Commercial waste; Green waste; Car parts; or any other litter as defined in the Litter Act 1997 not defined as a minor or medium littering above.</p> <p><i>NB: The Litter Act 1979 defines the depositing of glass or glass bottles (or broken glass or bottles) as a dangerous form of litter and thus considered by Council as a major littering offence. The decision whether to issue an infringement notice for major littering or to refer the matter to the District Court will be determined on a case by case basis, based on the severity and malicious intent of the alleged offence.</i></p>	

OFFICIAL INFORMATION

The following charges shall apply for requests made under the Local Government Official Information and Meetings Act 1987 (The ‘Act’):

- (a) If the request is made by an identifiable natural person seeking access to any personal information about that person then such requests are subject to the Privacy Act 1993 and these charges do not apply.
- (b) If the aggregate amount of staff time spent in actioning a request exceeds one hour then the basis of charging (except for the issue of Land Information Memoranda under section 44A of the Act) is as follows:
 - An initial charge for the first chargeable half hour or part thereof including search, retrieval, provision of information and supervision \$30.00
 - Each additional half hour or part thereof \$38.00
- (c) Photocopying on standard A4 where the total number of pages exceeds 20 \$0.20
(the first 20 pages will be free). per page

- (d) All other charges incurred shall be fixed at an amount that recovers the actual costs involved. This will include:
- Producing a document by computer or other like equipment
 - Reproducing a photograph, film, video or audio recording
 - Arranging for the applicant to hear or view an audio or visual recording
 - Providing a copy of any map, plan or other document larger than A4, retrieval of information off-site, or any situation in which a direct charge is incurred by the Council in providing the information
 - Where repeated requests are made from the same source in respect of a common subject in any eight-week period, requests after the first will be aggregated for charging purposes
- (e) A charge may be modified or waived at the discretion of a General Manager or the General Counsel where payment might cause the applicant financial hardship, or where remission or reduction of the charge would facilitate good relations with the public, or assist the section, group or organisation in its work.
- (f) The charge may not include any allowance for:
- Information that is not where it ought to be
 - Time spent deciding whether or not access should be allowed and in what form (note that the actual physical editing of protected information is chargeable)
- (g) Charges shall be paid in advance of receipt of information. Work on a request where the charge is likely to exceed \$76 may be suspended unless a deposit is paid.

PARKING

All metered parking within the Central Business District is managed with Pay & Display machines, which provide for payment by coins, TxT-a-Park or Credit Cards. HCC Pay & Display Parking Meters provide GST Invoices, and do not vend coin change.

Approved In-Car meters (e.g. *SmartPark* personal parking meter) are supported and HCC stored value cards are available from Council.

Mobility car parks are provided at the prevailing zone fee.

On-street metered parking is restricted to 2 hour maximum parking duration in the Lower Hutt commercial centre. High demand parking spaces attract a higher fee for the second optional hour. All day parking is provided on-street and in the car parks that surround the central area. The Dowse car park offers metered 2 hour and 4 hour maximum duration parking.

HOURS OF METER OPERATION

MONDAY TO FRIDAY 9AM TO 5PM,
EXCEPT PUBLIC HOLIDAYS.

General Fees

Premium Shopper Zone (<i>red</i>) (2 hour maximum)	\$2 per hour, rising to \$3 per hour for the second hour.
Shopper Zone (<i>green</i>) (2 hour maximum)	\$1.50 per hour.
Commuter Zone (<i>yellow</i>) (All day, unrestricted)	70 cents per hour with a \$5 per day maximum charge.
Riverbank car park	70 cents per hour, with a \$4 per day maximum charge. A monthly pass is available at \$60 per month (reduced to \$45 for December).
Txt-a-Park & Credit Cards	50 cent service fee applies.
SmartPark stored value cards (\$50 & \$100 denominations)	\$5 service fee applies per card.



HOURS OF METER OPERATION

**MONDAY TO FRIDAY 9AM TO 5PM,
EXCEPT PUBLIC HOLIDAYS.**

Parking Zones

Premium Shopper Zone (*red*)
(\$2 per hour, rising to \$3 per hour
for the second hour – 2 hour
maximum)

High St (Laings Rd to Waterloo Rd)
Queens Dr (Laings Rd to Waterloo Rd)
Margaret St (Dudley St to Queens Dr)
Bunny St
Waterloo Rd (Queens Dr to High St)
Laings Rd (Queens Dr to High St)
Part Daly St (Dudley St to River Stopbank)

Shopper Zone (*green*)
(\$1.50 per hour – 2 hour Maximum)

Market Gr (North side)
Ward St
Fraser St
High St (Fraser St to Laings Rd)
Queens Dr (Laings Rd to Daly St Extn)
Andrews Ave
Dudley St
Daly St (North-east part from Andrews Ave)
Rutherford St (Margaret to Countdown car park)
High St (Waterloo Rd to Downer St)
Queens Dr (Waterloo Rd to High St)
Osbourne Pl
Kings Cres (Cornwall St to Queens Dr)
Bloomfield Tce (Knights Rd to Kings Cres)
Cornwall St (Kings Cres to Pretoria St)
Pretoria St (High St to residential boundary)
Waterloo Rd (Queens Dr to Cornwall St)
Raroa Rd (Cornwall St to eastern end)

HOURS OF METER OPERATION

**MONDAY TO FRIDAY 9AM TO 5PM,
EXCEPT PUBLIC HOLIDAYS.**

Commuter Zone (*yellow*)
(70 cents per hour,
\$5 Maximum fee – All day)

Raroa Rd (High St to Cornwall St)
Cornwall St (Knights Rd to Kings Cres)
Knights Rd (Cornwall St to Bunny St)
Stevens Gr
Civic Fountain car park
Market Gr (South side)
Rutherford St (Countdown car park to Queens Dr)
Riverbank car park (\$4 maximum & monthly \$60
pass available)

Myrtle Street (*yellow*)
(70 cents per hour,
\$4 Maximum fee – All day,
No monthly passes will apply)

Knights Rd to Huia St & north side Huia St
to Laings Rd

TheNewDowse car park (*yellow*)
(70 cents per hour)

Provides 2 hour and 4 hour maximum parking duration
at Commuter Zone rates.

Penalties – Pay and Display Areas

	2009/10
Not displaying a ticket	\$40.00
Overstay where the excess time is:	
Not more than 30 minutes	\$12.00
More than 30 minutes but no more than 1 hour	\$15.00
More than 1 hour but no more than 2 hours	\$21.00
More than 2 hours but no more than 4 hours	\$30.00
More than 4 hours but no more than 6 hours	\$42.00
More than 6 hours	\$57.00

Miscellaneous

	2009/10
Parking exemption permits available for Contractors only – conditions apply.	\$15.00 per space per day or \$8.00 per space per half day

RECYCLING

	2009/10
Replacement recycling containers	\$10.00

ROADING

Subdivision Inspection and Approval Charges

	2009/10
Boundary adjustment	\$132.30

Additional lots/unit titles – 3.43% of total construction cost for one new lot reducing by 0.07% for each additional lot to 0.7% for 40 or more additional lots. The minimum fee is \$132.30 irrespective of whether any construction work is necessary.

Motor Crossing Charges

	STANDARD FEE	ADMIN/ INSPECTION
Concrete dished crossing/m ²	\$130.00	\$72.00
Extensions to existing concrete crossings/m ²	\$130.00	\$72.00
Installation of concrete dished crossing in conjunction with road reconstruction work/m ²	\$65.00	\$72.00
Concrete block crossing/Pipe crossing/‘Slot’ type crossing/m ²	\$130.00	\$72.00
Deposit for privately installed crossing (\$200 refunded upon satisfactory completion of crossing)	\$272.00	

Trench Inspection Fees

Proposals, administration and monitoring on time basis:

	2009/10
Engineer (per hour)	\$61.88
Inspector (per hour)	\$42.75



SPORTSFIELDS

Season Charges

Set to recover the percentage of operating cost identified below plus the full operating cost of ancillary services:

RECOVERY RATES PERCENTAGE	LEVEL 1	LEVEL 2	LEVEL 3	CHILDREN	TRAINING/WINTER
Sports	30	20	10	5	5
Cricket/Croquet	25	15	10	5	N/A

One-off or Single Day Hire

Charged at 10% of the season charge per game or where the game lasts three hours or longer, 15% of the season charge per day.

Special Charges

	2009/10
Events and commercial operators	By quotation
Picnic bookings (30 or more people)	\$30.00
Filming per hour	\$100.00
Marquees for picnics/promotions	\$100.00
Hire of rooms, social facilities, training fields etc.	By quotation

Note: Bookings for the season will take priority over casual bookings

STORMWATER

	2009/10
Stormwater connection fee	\$30.00

SWIMMING POOLS

Indoor Pools (Huia, Naenae, Stokes Valley)

	2009/10
CASUAL RATES	
Adult	\$4.50
Child	\$3.00
Over 60s	\$3.00
Spectator (non-supervising adult)	\$1.50
Family pass (2 adults/4 children)	\$12.00
CONCESSION RATES	
Adult 10 swim	\$38.50
Adult 30 swim	\$94.50
Child & over 60s 10 swim	\$25.50
Child & over 60s 30 swim	\$63.00
POOL HIRE	
Regular Hire (25 metres per hour)	\$60.00
Casual hire (25 metres per hour)	\$85.00
Regular hire (50 metres per hour) – Naenae Pool	\$125.00
Casual Hire (50 metres per hour) – Naenae Pool	\$180.00
Lane charge (per hour)	\$17.00
SCHOOL GROUPS	
Group hire for Lessons (per head)	\$1.00
MEETING ROOMS	
Casual hire (per hour)	\$20.00

Outdoor Pools (Eastbourne, McKenzie, Wainuiomata)

	2009/10
CASUAL RATES	
Adult	\$4.00
Child	\$2.50
Over 60s	\$2.50
Spectators (non-supervising adult)	\$1.50
Family pass (2 adults/4 children)	\$10.00
CONCESSION RATES	
Adult 10 swim	\$34.00
Adult 30 swim	\$84.00
Child & over 60s 10 swim	\$21.50
Child & over 60s 30 swim	\$52.50
POOL HIRE	
Regular hire (25 metres per hour)	\$40.00
Casual hire (25 metres per hour)	\$58.00
Regular hire (50 metres per hour) – Wainuiomata Pool	\$55.00
Casual hire (50 metres per hour) – Wainuiomata Pool	\$120.00
WAINUIOMATA LOUNGE HIRE	
Casual hire (per hour)	\$20.00

WASTEWATER

	2009/10
Wastewater connection fee	\$30.00

Trade Waste Connection

Check application, prepare and print permit, fax copy and post original, invoice requisition.

	FEES CONSENT	CONSENT + \$200 IF CONDITIONAL CONSENT REQUIRED
Class 1: High Risk	\$1,600.00	\$1,800.00
Class 2: Moderate Risk	\$800.00	\$1,000.00
Class 3: Low Risk	\$400.00	\$600.00
Class 4: Minimal Risk	\$160.00	\$360.00
Note: May include laundries, dry cleaners, restaurants, small wash pads, supermarkets with delicatessens and/or bakery, caterers, canteens.		
Class 5: Food Premises (Minimal Risk with Low Flow)	\$70.00	N/A
Note: May include takeaway food premises, cafes and small restaurants.		
Application Fees	\$80.00	
Re-inspection Fees	\$80.00	

Trade Waste User Charges

	2009/10
Flow (per cubic metre)	\$0.442 per m ³
Total Suspended Solids	\$0.633 per kg
COD (Chemical Oxygen Demand)	\$0.257 per kg



WATER

	2009/10
Upper Belmont Development Levy (per lot)	\$5,640.00
Water connection fee	\$60.00
Fee for use of water by builders on unmetered industrial and commercial sites	\$55.00
Charge for Ordinary Supply Class 2 Water	
Minimum charge	UAC
Domestic water meter rental	\$60.00
Normal users per cubic metre	
Up to 100,000 cubic metres	\$1.38
In excess of 100,000 cubic metres	\$1.05
Water supplied by hydrant	
Per cubic metre	\$1.38
Minimum charge	\$25.00
Back flow prevention – annual inspection charge	\$150.00

REVENUE AND FINANCING POLICY

INTRODUCTION

Under the Local Government Act 2002 (“the LGA”), Council is required to adopt a Revenue and Financing Policy. Council adopted its first Revenue and Financing Policy as part of the Long Term Council Community Plan 2004-2014, and has reviewed the Policy as part of the production of subsequent Community Plans.

This Revenue and Financing Policy contains Council’s policies in respect of funding operating and capital expenditure from available sources. It is an important policy as it determines who pays for Council’s activities.

FUNDING OF OPERATING EXPENDITURE

The Council funds operating expenditure from the following sources:

- General rates
- Targeted rates
- Fees and charges
- Interest and dividends from investments
- Grants and subsidies
- Other operating revenue

Rates provide the major source of revenue for funding local government expenditure. Rates can be considered as a tax on real estate property. Rates fund approximately 70% of Hutt City Council activities with the remaining revenue coming mainly from fees/charges (~22%), and operating subsidies, typically from Central Government Agencies (~5%). Rates are divided into general rates and targeted rates. General rates are set differentially depending on property use.

GENERAL RATES

This is where the council decides that all ratepayers should pay for all or part of a particular council service. What each ratepayer pays depends on the assessed value of their property relative to the value of other properties. Generally, the higher the assessed value of the property, the higher the rates. However, councils can decide that different categories of properties should contribute differently to the total general rate. For example Hutt City Council has decided that business and utility network properties should pay a different rate per dollar of property value than residential properties. Within the business category there are a number of sub-categories. The rate payable on each category of property is usually expressed as a multiplier of the residential rate. This is described as ‘the differential factor’. For example, if the residential rate is \$1.00 per \$1,000 of rateable value and the business rate is \$2.50, the business differential is said to be 2.5 times. In Hutt City, Rural properties are charged a differential of 0.65 (65% of the residential rate) to reflect the fact that they receive fewer Council services.

Hutt City Council uses the following business sector differentials:

Business Central	3.7
Business Suburban	3.4
Business Accommodation	3.0
Utility Networks	2.5

These differentials reflect the fact that businesses gain a higher share of the benefits of Council services. On average, a business will make greater use of the City’s wastewater, stormwater and roading services than residential ratepayers and will benefit more from work to improve town centres.

The Business Central differential applies to the central business district. It is higher than the average business differential as Council incurs proportionally more expenditure in support of this area.

Business Accommodation is a lower business differential for accommodation facilities, reflecting that a significant portion of the costs attributable to this sub-group is already accounted for through the targeted rates for water and wastewater.

The Business Suburban differential applies to all other business properties except those mentioned separately here.

The Utility Networks differential applies to the distribution networks of utility owners, of which Council is by far the biggest in the city. This differential effectively transfers additional costs to Council’s water-related activities, which is offset by a reduction in the overall general rate requirement. The reversal of Council’s rates on its own assets is achieved by a consolidated cost adjustment.

TARGETED RATES

This is where a council decides that the cost of a service or function should be met by a particular group of ratepayers (possibly even all ratepayers) on a different basis than the general rate. There is considerable scope for local authorities to target functions in specific areas and to set different levels of rates for different properties. The main targeted rates charged by Hutt City Council are for Water Supply and for Wastewater Services. In addition, the Jackson Street upgrade project in Petone is funded through a rate targeted on all business properties on Jackson St. Recycling is also funded through a targeted rate in order to provide greater transparency about the use of the funding.

FEES AND CHARGES

Local authorities can levy charges to contribute to the cost of some facilities (such as swimming pools) and also fees to fully or partly meet the cost of regulatory services, such as those under the Building and Resource Management Acts. Similarly the Council has the ability to fine people and business for certain rule infringements. The amount of income derived through these fines depends on the level of noncompliance and the amount of effort the Council puts into enforcement activities.

FUNDING OF CAPITAL EXPENDITURE

Council funds capital expenditure from borrowing and then spreads the repayment of that borrowing over several years. This enables Council to best match charges placed on the community against the period of benefits from capital expenditure.

Borrowing is managed within the framework specified in the Liability Management Policy (see page 281). While seeking to minimise interest costs and financial risks associated with borrowing is of primary importance, Council seeks to match the term of borrowings with the average life of assets when practical.

Council's overall borrowing requirement is reduced to the extent that other funds are available to finance capital expenditure. Such other funds include:

- Council reserves, including reserves comprising development contributions under the Act, and financial contributions under the Resource Management Act 1991.

- Contributions towards capital expenditure from other parties such as Land Transport NZ (in relation to certain roading projects) and Upper Hutt City Council (in relation to joint wastewater activities).
- Annual revenue collected to cover depreciation charges.
- Proceeds from the sale of assets.
- Operating surpluses.

HOW DOES COUNCIL DECIDE WHAT IS FUNDED FROM WHERE?

The Local Government Act 2002 (LGA), lists the factors that the council is to consider when it determines how much income will be derived from a particular source i.e. how much income will come from general rates versus targeted rates versus fees and charges etc. A table showing how these considerations impact on the final cost allocation for each activity is included as Appendix A. The factors that are considered are:

DISTRIBUTION OF BENEFITS

The LGA requires Council to assess the benefits from each activity flowing to the community as a whole, and those flowing to individuals or identifiable parts of the community. Some terms that are useful in describing who benefits from a particular service are:

- **Non-rival** – the enjoyment of a benefit by a person does not prevent the benefit being enjoyed by other people at the same time. An example is street lighting. Rival has the opposite meaning.
- **Non-excludable** – no person or group can be prevented from enjoying the benefit. An example is beaches. Excludable has the opposite meaning.

- **Public goods** – goods or services that can often only be supplied by the community, and are usually both non-rival and non-excludable.
- **Private goods** – at the other extreme are pure private goods that have the opposite characteristics – rivalry and excludability. If the service provided by the Council benefits identifiable parties and the costs related to the service can be allocated directly to them, such services are called private goods.
- **Positive Externalities** – The use of private goods and services can also result in benefits to third parties – people who don't directly use them. These are called 'spill over effects' or 'positive externalities'. The differentiation of private and public goods and the identification of externalities are necessary for the strict apportionment of the costs between private users and the community as a whole. Sometimes such differentiation is not easy, because very few goods and services can be treated as pure private or public; most goods and service have characteristics of both private and public goods.

PERIOD OF BENEFITS

The LGA requires Council to assess the period over which the benefits from each activity will flow. This in turn indicates the period over which the operating and capital expenditure should be funded.

For all activities operating costs are directly related to providing benefits in the year of expenditure. As such, they are appropriately funded on an annual basis from annual revenue.

Assets, purchased from capital expenditure, provide benefits for the duration of their useful lives. Useful lives range from a few years in the case of computer equipment through to many decades for infrastructural assets such as pipe networks. This introduces the concept of intergenerational equity. This concept reflects the view that benefits occurring over time should be funded over time. This is particularly relevant for larger capital investments such as the wastewater treatment plant, bridges, landfills etc.

EXACERBATOR PAYS

The LGA requires Council to assess the extent to which each activity exists only because of the actions or inaction of an individual or group. Examples are fixing a chemical spill, dog control, littering and parking fines.

Sometimes known as polluter pays, this principle aims to identify the costs to the community of controlling the negative effects of individual or group actions. The principle suggests that Council should recover any costs directly from those causing the problem. Most activities do not exhibit exacerbator pays characteristics. This heading is only included in the analysis of those activities which do demonstrate such characteristics.

COSTS AND BENEFITS OF DISTINCT FUNDING

The LGA requires Council to consider the costs and benefits of distinct funding for each activity. This section is interpreted as requiring Council to consider the costs and benefits of funding each activity in a way that relates exclusively to that activity. An example of this would be funding swimming pools entirely from user charges, or refuse collection from a targeted rate. The consideration of the costs and benefits of distinct funding must include the consequences of the chosen funding method for transparency and accountability.

Funding every activity on such a distinct basis would be extremely administratively complex. For some activities the quantity of rates funding to be collected amounts to only a few cents per ratepayer. The administrative costs and lack of significance lead Council to fund most activities by way of a general rate.

FUNDING IMPACT STATEMENT

A more detailed breakdown of the rating mechanisms used and the impact of these mechanisms on each type of property is shown in the Funding Impact Statement in Appendix B.



APPENDIX A

REVENUE AND FINANCING POLICY BY MAJOR ACTIVITY

	OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
LIBRARIES				
<p>Council provides, maintains and manages eight libraries in the city. These are run as a single city-wide service. Their primary role is to provide written and recorded material such as books, audiovisual resources and access to online information. Library services are used for many purposes including learning, research and entertainment.</p>	<p>This activity contributes primarily to the following Community Outcomes:</p> <ul style="list-style-type: none"> ➔ Outcome 5 – Lifestyle – affordable access to community facilities that include arts, cultural and recreational options. ➔ Outcome 9 – Healthy and Educated Community – everyone has access to a wide range of excellent educational services. 	<p>Public – high Private – Low Other – Low</p>	<p>Ongoing</p>	<p>While there are identifiable private benefits from the provision of library services, the Council views the open and low cost access to information and books as being in the best interest of the city as a whole. Allowing people to mostly use the library resources free of charge is seen as contributing to the Community Outcome of “affordable access to community facilities that include arts, cultural and recreational options”. The library system is an efficient way for the community to pool their reading and information resources and it is unlikely it could continue to exist if it operated on a strictly user pays system. Rather charges are levied for late returns, internet access and DVD hire, but these contribute only a small amount towards total operating cost.</p>
MUSEUMS				
<p>Council operates two museums. The NewDowse displays art, craft and other cultural materials. The Petone Settlers Museum specialises in the social history of the Lower Hutt Valley and Petone. These institutions are open to the public at no charge, other than for special exhibitions.</p>	<p>This activity contributes primarily to Community Outcome 5 – Lifestyle – affordable access to community facilities that include arts, cultural and recreational options.</p>	<p>Public – high Private – Low Other – Low</p>	<p>Ongoing</p>	<p>The Council believes that the support of the arts, recognition of our social history and cultural endeavours is an important component in making the city a vibrant and attractive city, as well as providing a means for the community to express a sense of self and place. While individual visitors to these facilities do gain private benefits, collecting an entry fee would be inefficient due to the costs associated with establishing and operating a door charge system. Council recognises the contribution the Dowse Foundation and donors are making to the city through the extensive community fundraising activities.</p>

OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
AQUATICS AND RECREATION			
<p>Council provides and maintains six swimming pools in the city as part of its portfolio of recreational facilities. Recreational programmes are community-based programmes designed to encourage residents to engage in a range of recreational activities. These services are provided to promote health and enjoyment and stimulate the community's interest in different recreational opportunities.</p>	<p>This activity contributes primarily to Community Outcome 5 – Lifestyle – affordable access to community facilities that include arts, cultural and recreational options.</p>	<p>Public – med/high Private – med/low Other – low</p>	<p>Benefits are ongoing so long as facilities are maintained.</p> <p>Fees and charges contribute a significant portion of the income for this activity. This reflects the fact that individuals benefit from the personal fitness and enjoyment they derive from using the facilities. However it is also recognised that there are positive benefits for the community when the population is fit and actively engaged. The pool also provides quality and accessible tuition in essential water safety and life skills which produces both private and public benefits. To this extent funding from general rates is a key source of income for this activity.</p>
PARKS AND RESERVES			
<p>Council provides and maintains passive recreational facilities in the city for the enjoyment and well-being of the public, free of charge. Sports fields are provided and maintained through charges to sports codes. Recreation areas are both natural and created, with the majority of effort targeted at maintenance and retaining areas in their natural state. This activity also includes Council's cemeteries.</p>	<p>This activity contributes primarily to Community Outcome 5 – Lifestyle – affordable access to community facilities that include arts, cultural and recreational options.</p>	<p>Public – high Private – low Other – low</p>	<p><i>Parks and Reserves:</i> Council views the active participation of residents in outdoor activities as beneficial to the whole community. Some degree of user charging is appropriate, however affordability for sporting clubs is now a factor in limiting participation. The actions of sports codes contribute to the need for Council to undertake the maintenance of sports fields, this is therefore an example of the exacerbator principle.</p> <p><i>Cemeteries:</i> There is a significant private benefit in this service to the families of deceased people where burials and internment services are provided. There is also an ongoing community benefit in providing for the respectful treatment of deceased people who form part of the community's heritage and whakapapa.</p>



OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
COMMUNITY SUPPORT			
<p>Council has a policy of identifying and understanding its communities and their issues. Through greater knowledge of local needs Council is able to respond suitably to social issues affecting members and groups of communities it represents. The support Council contributes assists groups to achieve their goals when it would not otherwise have been possible owing to lack of resources. This support includes facilitation, advocacy, consultation and allocation of grants to community organisations and groups. These services are carried out through Council's Community Development Division or through private contracts.</p>	<p>This activity contributes primarily to the following Community Outcomes:</p> <ul style="list-style-type: none"> ➔ Outcome 5 – Lifestyle – a city that is safe, friendly and welcoming, where people experience a sense of belonging ➔ Outcome 5 – Lifestyle – affordable access to community facilities that include arts, cultural and recreational options. 	<p>Public – high Private – low Other – low</p>	<p>There is an intergenerational aspect to this activity, in that the Social Policy Framework was developed over a few years but its benefits will occur over a longer period.</p> <p>In most cases community support or grants are targeted towards the most disadvantaged groups in society. Targeting intervention at the most disadvantaged groups does provide individual benefits for those people. However the very nature of this service means that the recipients cannot be expected to shoulder the cost. By lifting the status of our most disadvantaged groups, the whole community benefits through greater social cohesion, higher productivity, and less demand for remedial services. Therefore this activity is appropriately funded from the general rate.</p>

OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
PROPERTY			
<p>Council manages a variety of properties for use by the community. These properties are mainly community and civic halls and venues, public toilets and community houses. Council's ownership of most of these properties is largely historical. There is significant public preference for retaining Council ownership of the properties used by the community, and facilitating community events, meetings and gatherings. Public toilets are provided for community convenience and to safeguard public health. Progressive reviews of these facilities ensure they remain efficient and meet changing public requirements. Council also provides and maintains a number of other properties, including buildings used for Council's administration and other miscellaneous properties.</p>	<p>This activity contributes primarily to the following Community Outcomes:</p> <ul style="list-style-type: none"> ➔ Outcome 5 – Lifestyle – affordable access to community facilities that include arts, cultural and recreational options. ➔ Outcome 6 – Regional Foundations – everyone has a quality standard of affordable housing. 	<p>Public – med/high Private – med/low Other – low</p>	<p>Ongoing</p> <p>The provision of halls and venues (including community houses) provides largely individual benefits to the people or groups who use them. Therefore fees and charges are set so that some of the operational costs are recouped through user charges. Increasing the user charge beyond the current rates would result in many community groups ceasing to operate.</p> <p>Public toilets provide benefits to both the individual and the public, however charging for public toilets would defeat the purpose for which council has provided them.</p>



OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
ROADING AND TRAFFIC			
<p>The roading and traffic significant activity consists of five sub-functions – roading and footpaths, street cleaning, street lighting, traffic management and parking. Council provides, maintains and cleans sealed roads and footpaths throughout the city. Traffic control measures are utilised to ensure the efficient and safe movement of motor vehicles, cyclists, pedestrians and other forms of transport. Street lighting is provided to ensure the safety and security of road and footpath users at night.</p> <p>Parking involves the provision, maintenance and regulation of on-street and off-street carparks in the commercial areas of the city. The location and regulation of carparks is designed to ensure fair, easy and efficient access to the city's commercial areas.</p>	<p>This activity primarily contributes to the following Community Outcomes:</p> <ul style="list-style-type: none"> ➔ Outcome 1 – Community Prosperity – a local economy that is attractive to both businesses and residents. ➔ Outcome 2 – Connected – enhanced roading system. ➔ Outcome 6 – Regional Foundations – roading, water and waste (including recycling) work and are accessible to all. ➔ Outcome 7 – Sense of Place – a built environment that is attractive, safe and healthy; a more attractive Hutt City. 	<p>Public – med/high Private – low Other – low</p>	<p>The benefits of road facilities are ongoing and spread over the long term.</p> <p><i>Roading:</i> Many of the benefits of roading networks accrue to individuals or businesses. To a large extent, this is reflected in the subsidies received by Council from government for roading, which are ultimately funded from fuel excise, road user charges, and vehicle registration charges. However, for the balance of costs which Council must cover, Council has no means to charge individual users of the local network on a user-pays basis. Consequently, rates revenue is used to fund Council's share of these costs. Most roading expenditure in the city relates to the ongoing maintenance of the existing network and assets, with only moderate expenditure on improvements. Most of the expenditure is therefore funded directly from rates revenue (and government subsidies) rather than through borrowing. However, major projects with benefits over several decades or very high costs, will be debt funded, along with an approximate contribution from development contributions charges where possible. This helps ease the immediate burden on rates, helps to ensure intergenerational equity, and ensure growth costs are bourn by developers.</p> <p><i>Street Cleaning:</i> Street cleaning has a range of benefits widely dispersed amongst the community, and for which there is little ability or sense in charging individual for the benefits they receive. The need to undertake street cleaning is partially caused by the actions of individuals littering or dumping and is thus, an exacerbator issue. However, it is very difficult to police this activity and consequently, few costs are able to be recovered this way.</p>

OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
ROADING AND TRAFFIC (CONTD)			
			<p><i>Parking:</i> The benefits of on street parking largely accrue to the individuals or groups involved. However charging and actively monitoring parking in most areas, such as most urban neighbourhoods, is simply not practical or cost effective – although some time restrictions may still apply. Consequently, a large proportion of the cost is simply absorbed into the roading budget, and funded accordingly. In areas with a high concentration of parking demand, it becomes necessary and cost-effective to manage parking, allowing much of the cost associated with these parks to be recouped through parking charges and/or fines.</p>
WATER SUPPLY			
<p>This activity involves the supply of high quality drinkable water for domestic and commercial use. Council purchases bulk water from Greater Wellington Regional Council, and this accounts for 56% of the total cost of water supply to the city. Water is then distributed around the city through the local pipe network. Council's ownership of the pipe network is historical. There is a legal requirement for Council to retain control of these assets.</p>	<p>This activity contributes primarily to the following Community Outcomes:</p> <ul style="list-style-type: none"> ➔ Outcome 1 – Community Prosperity – a local economy that is attractive to both business and residents. ➔ Outcome 4 – Healthy Environment – clean air, water and land. 	<p>Public – low Private – high Other – low</p>	<p>Ongoing benefits as long as infrastructure is maintained.</p> <p>Much of the benefit from this activity is considered to be private to the people who obtain and use the water. In the absence of metering, targeted rates can be seen as a proxy for user charges. All connections are charged the targeted rate, and this is assumed to cover the supply of the average residential user. Commercial water users are charged on a metered rate for water consumption over and above this volume.</p> <p>Public health benefits arise out of the treatment of water borne diseases. Water leakage and unaccounted-for water accounts for a significant amount of total water use. This cost is spread evenly across all users.</p>



OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
WASTEWATER			
<p>Council ensures the treatment and disposal of household and commercial effluent according to regional and national environmental standards. A new treatment plant was commissioned in 2002 to ensure effluent is treated to higher standards.</p>	<p>This activity primarily contributes to the following Community Outcomes:</p> <ul style="list-style-type: none"> → Outcome 1 – Community Prosperity – a local economy that is attractive to both businesses and residents. → Outcome 4 – Healthy Environment – clean air, water and land. → Outcome 6 – Regional Foundations – roading, water and waste (including recycling) work and are accessible by all. → Through treating and disposing of wastewater Council is protecting both the physical environment and the health of the community. There is also a legal requirement for Council to retain control of these assets. 	<p>Public – low Private – high Other – low</p>	<p>The benefit of wastewater service are ongoing and spread over the long term.</p> <p>The removal of wastewater largely benefits the person whose wastewater is removed. However the public also benefits through improved public health and an unpolluted environment. The operation of many social and commercial activities would be curtailed if raw effluent was not properly dealt with.</p> <p>There is also a significant exacerbator component to the treatment of wastewater, as people cause costs through their action (for example commercial businesses that produce tradewaste) or inaction (for example not installing a dual flush toilet).</p> <p>Some revenue is collected from the Upper Hutt City Council as an operating contribution towards the shared service.</p>

OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE	
STORMWATER				
<p>Council operates an effective drainage system to protect property from flooding damage. Stormwater infrastructure includes pipe networks, street-side gutters, retention dams and open watercourses. These are provided and maintained according to the reasonable costs of managing foreseeable flooding events. There is a legal requirement for Council to retain control of these assets.</p>	<p>This activity primarily contributes to the following Community Outcomes:</p> <ul style="list-style-type: none"> → Outcome 1 – Community Prosperity – a local economy that is attractive to both businesses and residents. → Outcome 4 – Healthy Environment – clean air, water and land. → Outcome 6 – Regional Foundations – roading, water and waste (including recycling) work and are accessible by all. 	<p>Public – high Private – low Other – low</p>	<p>The benefits accrue over a long period, and hence costs need to be appropriately allocated between the current and future users.</p>	<p>Stormwater reticulation, watercourses, major storm events and watercourse quality management addressed under this activity, are partly for private benefit but mainly for public benefit. This is in terms of dealing with public spaces and the public stormwater system, managing damage from severe flooding and conducting monitoring and pollution control for the community at large. Economies of scale associated with the provision of the overall system are also recognised.</p> <p>Buildings and pavements increase the necessity for stormwater management and in this respect the built-up areas can be considered to exacerbate the problem.</p>
SOLID WASTE				
<p>Council contracts out the collection of most residential and some commercial solid waste and household recycling. It also owns two landfills for the disposal of the city's refuse. Council's Waste Management Plan guides this activity. Council wishes to promote recycling and waste reduction and to provide for the disposal of the city's solid waste. Residents and businesses can opt out of Council-controlled service but as yet no private sector operators have put forward acceptable proposals for significant non-Council landfills.</p>	<p>This activity contributes primarily to Community Outcome 4 – Healthy Environment – clean air, water and land.</p>	<p>Public – low Private – High Other – low</p>	<p>The benefits of this activity are ongoing and spread over a long period.</p>	<p>The primary benefits of this activity are private benefits to people whose refuse is disposed of, and this is the classic example of polluter pays. Solid waste charges need to be set to incentivise people to reduce, reuse, recover and recycle. If these more beneficial actions can be encouraged we can significantly diminish the amount of waste to landfill.</p> <p>Council provides kerbside recycling which is funded through a targeted rate. Recycling produces public benefits through the sustainable resource use and through the deferral of costs involved in replacing landfills.</p> <p>There are also public benefits in ensuring that refuse is disposed of appropriately. The consequences of poorly dealt with waste are immediate public health effects. Longer term health effects can also result from interaction with contaminated sites.</p>



OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
ENVIRONMENTAL MANAGEMENT			
<p>Council develops, implements and monitors the District Plan, relevant by-laws and other environmental policies and plans for the sustainable development of the city. Council's statutory resource management and building approval functions as well as liquor licensing and environmental health are also included under this activity. Regular inspections are carried out to ensure compliance with legislative requirements, the District Plan, resource consent and building consent conditions and by-law requirements. Regular inspections of business premises, certification and liquor licensing are undertaken to promote and protect public health in the city.</p> <p>Noise and hazardous substances are controlled by this activity. The control of animals and stock in the city (a large part of which involves dogs and dog registrations) and public education about the care and control of animals are also covered.</p> <p>There is a legal requirement for this activity.</p>	<p>This activity contributes primarily to the following Community Outcomes:</p> <ul style="list-style-type: none"> ➔ Outcome 4 – Healthy Environment – continued protection and conservation of our environment. ➔ Outcome 5 – Quality Lifestyle – a city that is safe, friendly and welcoming, where people experience a sense of belonging; a diverse natural environment that is accessible, enjoyable and safe. ➔ Outcome 7 – Sense of Place – a built environment that is attractive, safe and healthy. 	<p>Public – med Private – med Other – low</p>	<p>Benefits of regulatory activities are ongoing even where specific regulations change.</p> <p><i>Environmental Policy:</i> District planning has a mix of private and public benefits, as well as encouraging optimal resource use over time. The District plan is determined by the community in terms of the Resource Management Act. It therefore applies to, and represents the environmental aspirations of the community as a whole.</p> <p><i>Environmental Approvals:</i> The environmental approvals activity is undertaken to ensure that public welfare is not jeopardised by the actions of individuals or groups now or in the future. Current charges for building permits are already considered to be at the top end of what the consumer can reasonably afford to pay. High charges will restrict development activity or lead to a higher rate of charge avoidance.</p> <p><i>Environmental Inspections & Enforcement:</i> The environmental inspections and enforcement activity ensures that the policies and regulation of Council are being complied with. The service also acts to control the negative effects of non-compliance by individuals or groups, nearly all of which are businesses. There is also a general public benefit in the assurance of a safe environment.</p> <p><i>Animal Control:</i> Animal control is primarily the dog control function with a small amount of service involved with general livestock control. Dog registration fees are a targeted form of cost recovery for this activity. An animal control function is necessary in order to ensure the public is safe from the negative effects of animal ownership. At one level, the activity can be considered an exacerbator issue, as the actions of animal owners create the need for the service. Often, it can be hard to track down an animal's owner – or the animal may be a stray – so recouping the costs of this activity are difficult.</p>

OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
EMERGENCY MANAGEMENT			
<p>Council develops and implements city-wide emergency management plans, and promotes community preparedness for emergencies. Plans are also in place for dealing with and preventing rural fires. Council maintains the in-house capacity to co-ordinate responses to both civil defence and rural fire emergencies. There is a legal requirement under the Forest and Rural Fires Act and the Civil Defence Act for Council to perform these functions.</p>	<p>This activity contributes primarily to Community Outcome 5 – Lifestyle – a city that is safe, friendly and welcoming, where people experience a sense of belonging.</p>	<p>Public – Med/High Private – Med/low Other – med</p>	<p>Benefits of preparedness are ongoing, although direct benefits are short term in the event of a disaster.</p> <p>The whole community benefits from this activity. It is triggered where the disruption to community life is such that a coordinated community response is required.</p> <p>The work regarding rural fire response and prevention applies largely to Council-owned land and therefore any benefits apply to the community. A rural fire response is necessary to deal with fires lit accidentally or deliberately. Where the person responsible for starting a rural fire is identified, they are dealt with through the courts and compensation is obtained where possible.</p> <p>Revenue is collected from the Upper Hutt City Council as an operating contribution towards the shared service and this is reflected in the 'other' funding source category.</p>
LOCAL URBAN ENVIRONMENT			
<p>Council aims to develop an urban environment that will help to attract people and investment and enhance the city's image. Council also recognises the contribution the city's heritage buildings and features play in the city's image and history. The public space of the city is managed and developed by Council on behalf of the community. The benefits of preserving buildings of architectural, heritage and historic value are to the community as a whole, as the work required is often of no benefit to the owner or occupier. Council therefore purchases the public benefit on behalf of the community.</p>	<p>This activity contributes primarily to Community Outcome 7 – Sense of Place – a built environment that is attractive, safe and healthy.</p>	<p>Public – high Private – low Other – low</p>	<p>Benefits are ongoing. Particularly work around the preservation of heritage elements is intended for the benefit of future generations.</p> <p>Council aims to carry out improvements to public areas to improve the amenity value of the city. Most of the benefits from this activity accrue to the community as a whole. Certain parts of the community, such as business owners, may gain distinct private benefits as a result of council work in shopping areas etc.</p>



OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE	
ECONOMIC DEVELOPMENT				
<p>Council has a leading role in fostering the city's growth in a number of ways.</p> <p>These are through creating a business-friendly environment, facilitating the expansion and creation of local businesses and employment, increasing tourism to the city and contributing to regional growth through regional economic development initiatives. Individual businesses generally have insufficient incentives to explore opportunities that benefit the city as a whole as well as themselves. The city's businesses and residents benefit from Council's support of the business sector and from the promotion of the city as a place to visit.</p>	<p>This activity contributes primarily to Community Outcome 1 – Prosperous Community – a local economy that is attractive to both businesses and residents.</p>	<p>Public – Med/high Private – low Other – low</p>	<p>Ongoing</p>	<p>The general economic development function of Council aims to increase jobs and wealth for the benefit of the whole city. These projects are targeted at regional cooperation and growth industries. Over time the economic growth of the city does not benefit any one group in the community.</p>
GOVERNANCE				
<p>Council is an elected body that governs the direction and objectives of the activities it is responsible for on behalf of the city. Community representatives on Community Boards and Community Committees are part of Council and provide local input into governance issues. Council is required by law to have elected members.</p>	<p>This activity contributes to all Community Outcomes in that the elected members of Council are responsible for defining those outcomes and deciding how they are to be achieved.</p>	<p>Public – high Private – low Other – low</p>	<p>Ongoing</p>	<p>The beneficiaries of this activity are the people and organisations in the City who benefit through the democratic governance of the City's affairs.</p>

OUTCOME	FUNDING SOURCE PROPORTION	DISTRIBUTION OF BENEFITS	FUNDING RATIONALE
ADVICE AND SUPPORT			
<p>This activity involves the processes of policy formation, consultation and public accountability on behalf of Council. The most public examples of this are the annual planning and reporting processes and the development of the city's strategic plans. Professional advice and support are necessary to assist the community and their representatives on Council, Community Boards and Community Committees to make informed decisions on behalf of the community.</p>	<p>This activity contributes to all Community Outcomes.</p>	<p>Public – high Private – low Other – low</p>	<p>Ongoing</p> <p>The beneficiaries of this activity are the people and organisations in the City who benefit through the democratic governance of the City's affairs.</p>
MANAGING SERVICES			
<p>This activity incorporates the organisational support functions that help Council to provide its other activities in the most efficient and effective manner. It includes:</p> <ul style="list-style-type: none"> → Human Resources Management → Financial Management → Corporate Strategy and Risk → Corporate Counsel → Information Services 	<p>This activity contributes to all Community Outcomes by supporting all of Council's other activities.</p>	<p>Public – high Private – low other – low</p>	<p>Ongoing</p> <p>The entire community benefits from the Council being run as an efficient organisation.</p>

KEY:

High 80-100% Med/high 60-79% Med 40-59% Med/low 20-39% Low 0-19%



APPENDIX B

Activity	Funding Source	FUNDING SOURCE PROPORTIONS				APPROXIMATE SHARE OF GENERAL RATE			
		Private	Other	Public	Proportion of Rate	Residential	Business	Utility Networks	Rural
General Rate									
Libraries	General Rate	Low	Low	High	12%	9.5%	2.0%	0.4%	0.1%
Museums	General Rate	Low	Low	High	4%	2.6%	1.2%	0.1%	0.1%
Aquatics and Recreation	General Rate	Med/Low	Low	Med/High	9%	7.0%	1.5%	0.3%	0.2%
Parks and Reserves	General Rate	Low	Low	High	17%	13.6%	2.9%	0.5%	0.0%
Community Support	General Rate	Low	Low	High	4%	3.3%	0.6%	0.1%	0.0%
Property	General Rate	Med/Low	Low	Med/High	5%	4.0%	0.8%	0.1%	0.1%
Roading and Traffic	General Rate	Low	Low	Med/High	23%	5.0%	15.0%	3.0%	0.0%
Stormwater	General Rate	Low	Low	High	11%	6.3%	4.5%	0.2%	0.0%
Solid Waste	General Rate	High	Low	Low	(10%)	(8.0%)	(1.5%)	(0.3%)	(0.2%)
Environmental Management	General Rate	Med	Low	Med	8%	1.2%	6.8%	0.0%	0.0%
Emergency Management	General Rate	Med/Low	Med	Med/High	1%	0.7%	0.2%	0.1%	0.0%
Local Urban Environment	General Rate	Low	Low	High	2%	0.2%	1.8%	0.0%	0.0%
Economic Development	General Rate	Low	Low	Med/High	3%	0.0%	2.9%	0.1%	
Governance	General Rate	Low	Low	High	4%	3.1%	0.7%	0.1%	0.1%
Advice and Support	General Rate	Low	Low	High	7%	5.8%	0.9%	0.2%	0.1%
Managing Services	General Rate	Low	Low	High					
					100%	54%	40%	5%	1%
Targeted Rates									
Water Supply	Targeted Rate (Water)	High	Low	Low	100%	88.9%	11.0%	0.0%	0.1%
Wastewater	Targeted Rate (Wastewater)	High	Low	Low	100%	94.0%	5.7%	0.0%	0.3%

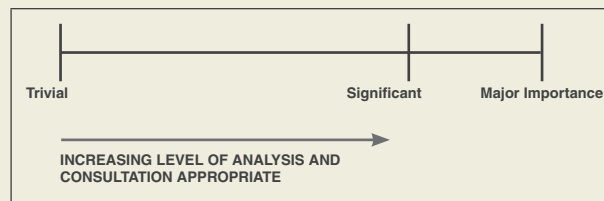
SIGNIFICANCE POLICY

1. OBJECTIVE

All decisions the Council makes must be made in accordance with the decision-making requirements of the Local Government Act 2002 (set out in sections 76-81). Council must make a judgement about how to achieve compliance with the Act that reflects the significance of the matter under consideration. This policy explains the Council's approach to determining significance and lists the thresholds, criteria and procedures that will be used in the assessment.

2. INTRODUCTION

The Local Government Act 2002 sets out the framework for Council's consultation and decision-making processes. Significance is a key concept in this framework. The term significance, as used in the Act, is not intended to have a precise definition and instead refers to a continuum – from decisions that are trivial in nature to decisions that are of major importance. The council must decide where on the continuum a decision sits and what level of analysis and consultation is appropriate *every time* a decision is made.



The significance continuum has a threshold at which point decisions are deemed to be 'significant'. If an issue requiring decision is determined to be 'significant' the council will:

1. Undertake consultation in accordance with the **Special Consultative Procedure** (see *s84 and 97 of the Act*).
2. Appropriately observe section 76(1) of the Act, i.e. ensure that every decision is made in accordance with the decision-making requirements set out in the Act (*s.76 (3)(b) refers*).
3. Take into account the relationship of Maori and their culture and traditions, if any of the options involves a significant decision in relation to land or a body of water (*s.77 (1)(c) refers*).

The Significance Policy, along with the Council's Consultation and Engagement Policy, gives Council guidance on what consultation processes should be followed in relation to a particular decision. The Council's 'Guide to Good Decision Making' provides further assistance as to what analysis is appropriate given the significance and nature of a decision. Even where Council deems that a particular decision does not reach the 'significant' threshold, they may still choose to adopt the Special Consultative Procedure.

3. APPROACH TO DECISION-MAKING AND SIGNIFICANCE

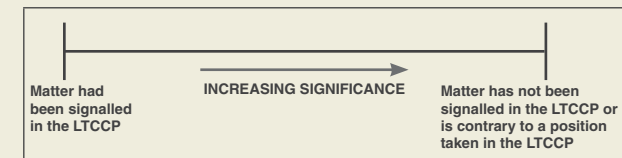
Determining significance

A significant decision is one that has a high degree of significance in terms of its impact on

- ➔ the wellbeing of Hutt City and/or
- ➔ persons likely to be affected by or with an interest in that decision and/or
- ➔ the costs to or the capacity of the Hutt City Council to provide for the wellbeing of the city.

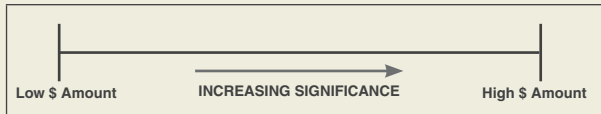
When considering the significance of a proposal, decision or other matter, the Council will use the following threshold and criteria: (Note: it is the cumulative effect of all these criteria that determines the overall significance of a matter).

- ➔ The extent to which the matter flows logically and consequentially from a significant decision already made or from a decision in the LTCCP (as amended) or the Annual Plan.

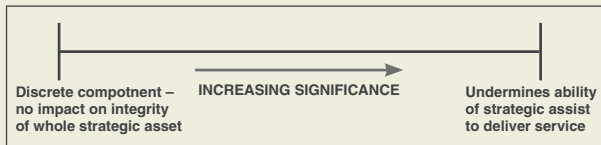




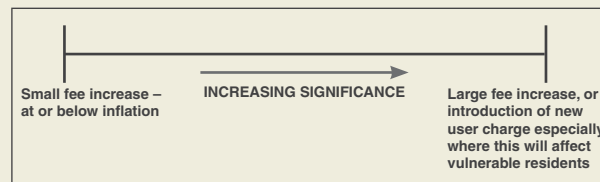
- The magnitude of the matter in terms of its net cost to the Council. Where a decision has not been highlighted through the LTCCP or Annual Plan, a decision involving a change in spending of more than 10% of the planned capital expenditure for capital items or 5% of the planned operating expenditure for operating decisions will be considered significant.



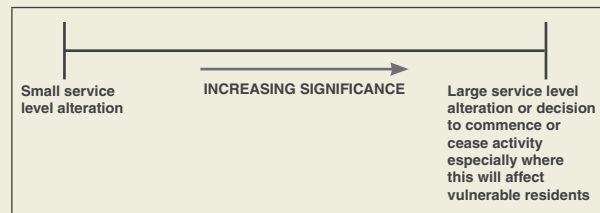
- The transfer of ownership or control, or the disposal or abandonment of a Strategic Asset as a whole as defined by the LGA or listed in section 4 of this policy will be considered to be significant. The degree to which transfer of ownership or control, or the disposal or abandonment of a part of a Strategic Asset undermines the integrity/functioning of the asset as a whole or restricts the networking utility of the asset will also be considered.



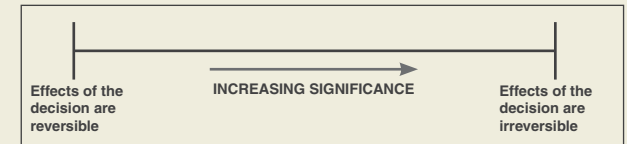
- The matter includes consideration of a large increase in user fee or the introduction of a user fee for a service that has previously been provided free of charge.



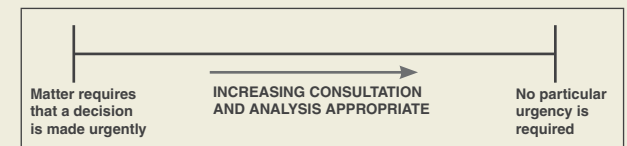
- The matter includes consideration of an alteration to the intended level of service provision for any core Council activity, including a decision to commence or cease any such activity.



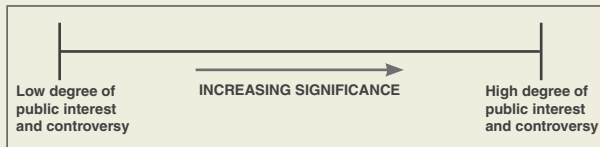
- Reversibility and Intergenerational equity. The more irreversible the effects of a decision the more significance it has – particularly where the decision involves the unsustainable use of resources and thus reduces the right of future citizens to inherit the same diversity of natural and societal resources enjoyed by current citizens.



- Practicality. The Act provides for the Council to take into account the circumstances under which a decision is taken and what opportunity there is to consider a range of options of the views and preferences of other people. In circumstances in which failure to make a decision urgently would result in the loss of opportunities which are assessed as able to contribute to achieving the community outcomes, then the Council will tailor its decision making processes to allow as much evaluation and consultation as is practicable while achieving the timeline required.



- The extent to which the matter under consideration is controversial within the community.



Procedure

All reports to Council will include an assessment of the significance of the report's recommendations. A statement showing how the Council has (or will) appropriately observe(d) the Act, with regard to the appropriate degree and form of consultation and analysis, will also be included.

If the recommendations are considered to be above the 'significant' threshold, an external peer review will be sought to confirm that the decision-making process undertaken is in accordance with the decision-making requirements set out in the s76 of the Act.

4. STRATEGIC ASSETS

The Act defines a Strategic Asset as:

"an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future wellbeing of the community and includes—

- (a) any asset or group of assets listed in accordance with section 90(2) by the local authority and
- (b) any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy and
- (c) any equity securities held by the local authority in –
 - (i) a port company within the meaning of the Port Companies Act 1988:
 - (ii) an airport company within the meaning of the Airport Authorities Act 1966"

In accordance with section 90(2) of the Local Government Act 2002 Hutt City Council considers the following assets to be strategic:

- Roading Network
- Wastewater Network and Treatment
- Stormwater Network
- Water Supply Network
- Landfills
- Network of parks and reserves
- Dowse and Settlers Collections
- Library Network

POLICY ON PARTNERSHIPS WITH THE PRIVATE SECTOR

1. A policy adopted under section 102(4)(e) –
 - (a) must state the local authority's policies in respect of the commitment of local authority resources to partnerships between the local authority and the private sector; and
 - (b) must include –
 - (i) the circumstances (if any) in which the local authority will provide funding or other resources to any form of partnership with the private sector, whether by way of grant, loan, or investment, or by way of acting as a guarantor for any such partnership; and
 - (ii) what consultation the local authority will undertake in respect of any proposal to provide funding or other resources to any form of partnership with the private sector; and what conditions, if any, the local authority will impose before providing funding or other resources to any form of partnership with the private sector; and
 - (iii) an outline of how risks associated with any such provision of funding or other resources are assessed and managed; and
 - (iv) an outline of the procedures by which any such provision of funding or other resources will be monitored and reported on to the local authority; and
 - (v) an outline of how the local authority will assess, monitor, and report on the extent to which Community Outcomes are furthered by any provision of funding or other resources or a partnership with the private sector.

2. In this section partnership with the private sector means any arrangement or agreement that is entered into between one or more local authorities and one or more persons engaged in business; but does not include:
 - (a) any such arrangement or agreement to which the only parties are:
 - (i) local authorities; or
 - (ii) one or more local authorities and one or more council organisations; or
 - (b) a contract for the supply of any goods or services to, or on behalf of, a local authority.

The policy can only be amended as an amendment to the Community Plan.

PURPOSE

The policy is linked to the statutory principle that a local authority should collaborate and co-operate with other local authorities and bodies as it considers appropriate to promote or achieve its priorities and desired outcomes, and make efficient use of its resources (section 14(e) of the Local Government Act refers).

This policy only applies to partnerships with the private sector. "Partnership with the private sector" is defined in the Local Government Act to mean any arrangement or agreement that is entered into between one or more local authorities and one or more persons engaged in business, but does not include:

- Arrangements or agreements to which the only parties are local authorities or one or more local authorities and one or more council organisations.
- A contract for the supply of goods or services to, or on behalf of, a local authority.

To clarify, Council has considered this definition with regard to the apparent overall intent of the legislation and the nature of Council's business. Council has determined that specifically this policy shall apply to:

- Arrangements or agreements for provision of grants, loans, guarantees, or investments between Council and persons engaged in business.
- Agreements for a venture where Council participates with a person engaged in business with some joint objective.
- Any agreement with a person engaged in business to form a Council organisation, or any agreement to sell shares in a Council-controlled Organisation or Council-controlled Trading Organisation to a person engaged in business (this will be in addition to the requirements of section 56 of the Local Government Act if applicable).

but shall NOT apply to:

- Contracts between Council and its ordinary suppliers of goods and services (for example, purchase of office supplies or legal services).
- Contracts between Council and its customers for the ordinary supply of goods and services (for example, sale of swimming equipment or provision of various consents or licences).
- Contracts for the supply of goods and services between Council and its agents for undertaking activities of Council (such as building or maintaining roads).
- Borrowing by Council and the investment of Council's funds purely for financial gain as these transactions will be addressed in the Liability Management and Investment Policies respectively.
- Agreements with or grants to community organisations, charitable trusts and other community groups, government departments, not-for-profit organisations, other local

authorities and Council-controlled Organisations where the other organisation is to supply any goods or services to, or on behalf of, Council.

- Memoranda of Understanding or Heads of Agreement where Council is not providing any funding or other significant resources to the other party.

CIRCUMSTANCES UNDER WHICH COUNCIL MAY CONSIDER A PARTNERSHIP WITH THE PRIVATE SECTOR

Council may consider a partnership with the private sector where there are benefits to Council of committing resources to a partnership with the private sector such as when:

- A need, that a partnership with the private sector would address, has been defined in measurable terms.
- The partnership is the most effective means of realising Council's strategic goals or Community Outcomes as defined in Council's Community Plan.
- The partnership will lower the cost of the provision of identified services to the community.
- Risk allocation is shared equitably.
- There is scope for the private sector to contribute particular skills and/or innovative capacity.

CONSULTATION

Council will only undertake consultation in respect of any proposal to provide funding or other resources to any form of partnership with the private sector if that partnership is determined to be significant in terms of Council's approved Significance Policy. Council will generally not undertake

consultation in respect of a proposal to provide funding or other resources to any partnership with the private sector that is not considered significant.

CONDITIONS

The conditions any Public/Private Sector partnership will be subject to will depend on the nature of the partnership but will include the following where appropriate:

- Private sector participation will be subject to approved procurement processes, with an emphasis on transparency and disclosure of processes and outcomes, acknowledging the need to protect commercial confidentiality where appropriate.
- Any proposed partnership will be assessed against Council's policies, plans, strategic goals and Community Outcomes as specified in the Community Plan.
- Outputs will be clearly specified including measurable performance standards.
- The partnership is compliant with other relevant legislation.
- All private sector parties will be fully accountable to Council for the delivery of the specified project and/or services.

RISK MANAGEMENT

Council will assess and manage any risks associated with any Public/Private Sector partnership in the following manner:

- Risk will be assessed, monitored and reported in accordance with Council's risk management framework.
- Risk allocation between the partners will be clear and enforceable, with consequential financial outcomes.

→ The major principle governing risk will be a risk transfer regime where risk will be transferred to whoever is best able to manage it, taking into account public interest considerations.

- Each party must have the freedom to choose how to handle and minimise any risk.
- Where Council is not the only user of an asset, demand (or volume/usage) risk may also be transferred.

MONITORING AND REPORTING

Council will monitor and report on a Public/Private Sector partnership by:

- Ensuring transparency and disclosure of key processes and outcomes.
- Clearly setting out responsibilities for the monitoring of outcomes.
- Monitoring and reporting progress on partnership contracts in accordance with Council's financial and programme reporting regime.
- Assessing and monitoring Community Outcomes as required under the Local Government Act 2002 Annual Report requirements.

DEVELOPMENT AND FINANCIAL CONTRIBUTIONS POLICY

PART 1: INTRODUCTION – FINANCIAL CONTRIBUTIONS POLICY AND DEVELOPMENT CONTRIBUTIONS POLICY

1 Introduction

The Long Term Council Community Plan (LTCCP) includes capital expenditure that Council expects to incur to meet the increased demand for community facilities resulting from growth in the City, for example from subdivision or non-residential building developments. Unplanned capital expenditure is also needed occasionally to accommodate changes to, or increased demand, from specific developments. The Council must make adequate and effective provision in its Community Plan to fund this expenditure.

In the interests of achieving financial equity between existing ratepayers and new developers, Council has decided that developers should pay the growth related capital expenditure costs of providing community facilities (network infrastructure, community infrastructure and reserves).

To achieve this equity, Council charges financial contributions as specified in its District Plan prepared under the Resource Management Act 1991 (RMA) and development contributions under the Local Government Act 2002 (LGA). Financial contributions and development contributions are separate charges and are used to fund separate categories of expenditure by Council.

This section is divided into three parts:

Part 1 (this Part) provides a summary of the Council's financial contributions and development contributions policies.

Part 2 sets out the 'operational' development contributions policy. This describes the kinds of development for which development contributions are payable, what they amount to, when they are assessed, and when they need to be paid etc (see sections 2 to 4). Part 2 is all most people will need to read if they wish to know how to calculate the development contributions payable for a specific development.

Part 3 sets out the 'substantive' development contributions policy. This describes the legislative framework, the process followed by the Council, the methodology followed to make the decision to use development contributions to fund growth related capital expenditure, and the relevant capital expenditure figures (see sections 5 to 12). Part 3 will mainly be of interest to people who want to know the details of how the policy was developed and how the development contributions payable under this policy were determined.

1.1 WHAT ARE FINANCIAL CONTRIBUTIONS?

Financial contributions are required where individual developments give rise to capital expenditure that is not included in the LTCCP and for reserves. In these cases, Council may impose a financial contribution as a condition of resource consent, specifically:

- Financial contributions for reserves.
- Financial contributions to which District Plan Rules 12.2.1 through to 12.2.1.6, and 12.2.2.1 apply.

A brief summary of these is provided below.

Reserve Contributions – Subdivision of land

There is a long history of requiring subdividers of land to provide land or money for the purpose of providing public open space as reserves. Reserves are generally required as part of the subdivision process as they provide open space and recreation facilities and opportunities necessary to cater for additional demand generated and also to protect and enhance amenity values. As communities continue to grow in size and population there is a need to provide recreation and open space to meet their needs and requirements.

As part of its evaluation under section 32 of the RMA, a number of options were assessed by Council and after considerable consultation with the public, developers and other special interest groups, it was considered that reserve contributions should be set at a maximum of 7.5% of the value of each additional allotment. It was recognised that the maximum reserve contribution is not appropriate in all cases and this can be adjusted taking into account criteria specified in Rule 12.2.1.7(b) of the District Plan.

Reserve Contributions – Development of land

The District Plan also recognises that the development of land for business/commercial purposes can increase the number of people employed at a particular location and consequently there may be an increase in demand for open space and recreation areas. After considerable consultation with the public, property owners, developers and other special interest groups, and after evaluating various options, it was considered by Council that where commercial or industrial development will result in an increase or intensification of use of land, a reserve contribution in the form of money equivalent

to 0.5% of the value of the development in excess of \$200,000 is appropriate. It was also recognised that the maximum reserve contribution is not appropriate in every case and the maximum could be adjusted based on criteria specified in Rule 12.2.2.2(b) of the District Plan.

Financial Contributions – Services

In the District Plan the developer of a subdivision or development is responsible for funding all work within its boundaries relating to services directly required for the subdivision or development. This approach has been in practice for a very long period of time. Two main methods for imposing financial contributions have been adopted in the District Plan, these being the recoupment impact fee (or sometimes called the recognised equity method) and the capital improvements programme fee.

In summary the District Plan requires financial contributions as follows:

- In subdivision or development of land the rules specify that the developer is responsible for all work within its boundaries relating to services directly required.
- The rules specify that where, as a result of subdivision or development of land, services in adjoining land which were previously adequate become inadequate, then the subdivider or developer should pay for the full and actual costs of upgrading services.
- Where subdivision or development takes place and the services in the adjoining land are already inadequate, then the rules specify that the subdivider or developer should pay a proportion of the costs of upgrading services.

- In cases where Council has upgraded services in advance of land being subdivided then the subdivider or developer should pay the full and actual costs of upgrading, taking into account the time value of money, when the land is subsequently subdivided or developed.

Financial Contributions – Traffic impact fee for retail activities and places of assembly in all residential and rural activity areas

The District Plan recognises that large scale retail activities exceeding 3,000 square metres in floor area and all places of assembly in residential and rural activity areas may have adverse effects on the surrounding roading network and on pedestrian circulation. In such circumstances the District Plan requires that the developer contribute to the upgrading and modification of the surrounding roads, intersections and footpaths.

1.2 WHAT ARE DEVELOPMENT CONTRIBUTIONS?

Development contributions provide the Council with a method to fund planned infrastructure required as a result of growth, such as subdivision or workplace building developments.

Development contributions may be required in relation to a development if its effect is to require new or additional assets or assets of increased capacity and as a consequence the Council incurs capital expenditure to provide appropriately for network infrastructure or community infrastructure. This also includes infrastructure already built in anticipation of growth.

The policy provides for the Council to impose development contributions on developments to fund growth related capital expenditure on:

- Network infrastructure, i.e.:
 - water supply
 - wastewater
 - stormwater
 - transport and roading
- Community infrastructure, i.e. local urban environment infrastructure

Development contributions are not payable at this stage for reserves (which are dealt with through financial contributions under the RMA) or other categories of community infrastructure such as pools, libraries, or museums.

1.3 RELATIONSHIP BETWEEN FINANCIAL CONTRIBUTIONS AND DEVELOPMENT CONTRIBUTIONS

The development contributions policy is distinct from and in addition to the provisions in the District Plan that provide Council with the discretion to require financial contributions under the RMA.

Development contributions are used to help fund planned and budgeted capital expenditure related to growth. Financial contributions are required for reserves and for where individual developments give rise to capital expenditure that is not included in the LTCCP, and therefore that expenditure is not included in Council's development contribution policy. In these cases, Council may impose a financial contribution as a condition of resource consent. The following table illustrates some examples of the types of infrastructure works which fall under either the Council's financial contribution requirements or the development contributions policy.



INFRASTRUCTURE TYPE	LOCAL ASSET (FINANCIAL CONTRIBUTIONS)	PLANNED CITYWIDE INFRASTRUCTURE (DEVELOPMENT CONTRIBUTIONS)
Connection of subdivision sewer to main system	✓	
New roads constructed as part of a subdivision	✓	
Intersection changes for management of increased traffic caused by new shopping centre	✓	
Open space reserve for subdivision	✓	
Increased diameter water main to allow for increased flow to service new properties created by subdivision	✓	
City wide traffic networks and/or safety improvements needed to cater for increased traffic from population and business growth		✓
Additional capacity at the wastewater treatment plant		✓
Stormwater network upgrade to provide increased capacity to cater for growth		✓
New reservoir to provide additional storage capacity for growth		✓

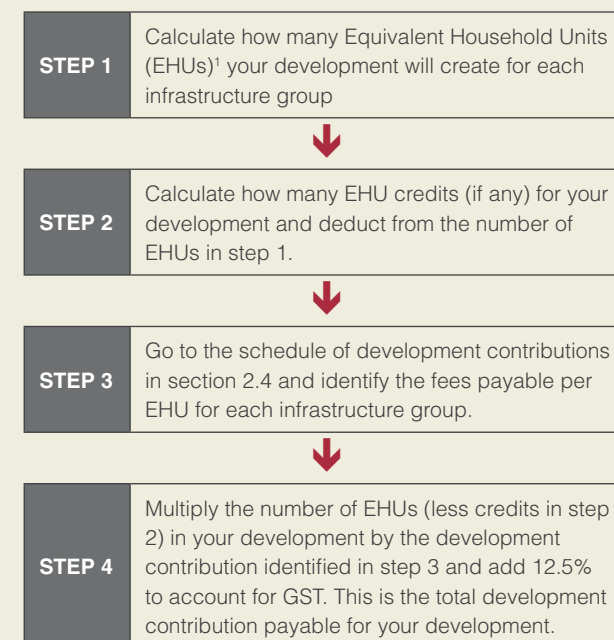
PART 2: OPERATIONAL POLICY

2 Application of the policy

This development contributions policy will apply to all resource consents, building consents and authorisations for service connections granted from 1 July 2009 (refer section 3.1 for assessment process). The previous policy shall continue to apply for all resource or building consents and authorisations for service connections granted before this date.

2.1 HOW TO CALCULATE YOUR DEVELOPMENT CONTRIBUTION

The diagram below illustrates the process for calculating development contributions payable. Steps 1 to 3 are described in sections 2.2-2.4 (below).



1. Refer to page 265 for a definition of Equivalent Household Unit.

2.2 HOW TO CALCULATE THE NUMBER OF EHUS (STEP 1)

Development contributions are payable for the number of EHU's created by each development. EHU's are applied as follows for all developments.

INFRASTRUCTURE GROUP	RESIDENTIAL	NON RESIDENTIAL
Roading and Traffic	1 EHU per household unit or allotment	Retail: 1 EHU per 20m ² GFA ² Commercial: 1 EHU per 50m ² GFA Industrial: 1 EHU per 85m ² GFA
Water Supply		1 EHU per 265m ² GFA
Wastewater		1 EHU per 275m ² GFA
Stormwater		1 EHU per 200m ² impervious area
Local Urban Environment		Retail: 1 EHU per 75m ² GFA Commercial: 1 EHU per 150m ² GFA Industrial: 1 EHU per 800m ² GFA

In some cases, a different EHU factor can apply for certain types of residential developments (refer 2.5 Modifications to assessments).

Different EHU factors can also apply for non-residential developments where a special assessment or self-assessment of EHUs is undertaken. See section 2.5 for more information.

2.3 CREDIT FOR EHUS FOR EXISTING DEVELOPMENT (STEP 2)

In some cases, credits may be used to reduce the development contribution payable. Credits will be expressed in EHUs for each infrastructure group.

Credits will not be refunded, and can only be used for developments on the same site. Credits cannot be used to reduce the number of units of demand to less than zero.

A credit is given for the number of EHUs assessed for the existing or most recent prior use of the site. This is to recognise situations where the incremental demand increase on infrastructure is not as high as the assessed number of units of demand implies.

The number of EHU credits available will be calculated by applying the criteria in the above paragraph except where:

- ➔ Residential allotments existing as at 1 July 2009 – these are deemed to have a credit of one EHU.
- ➔ Non residential developments where a special assessment process is used – in this case, the special assessment process will also be used to determine any credits.

2. GFA stands for Gross Floor Area. Refer to page 265 for a definition of Gross Floor Area.



Examples where credits will arise are illustrated in the below table.

TYPE OF EXISTING DEVELOPMENT	NATURE OF CREDIT(S)
Re-development of six residential allotments into a commercial office block	6 EHUs credits, i.e. one for each of the existing residential allotments
Infill residential subdivision of existing allotment into two allotments.	1 EHU credit, i.e. one for the original allotment. Development contributions payable on 1 EHU
Residential development of existing CBD site with 400m ² GFA commercial building (200m ² footprint) into eight unit title apartments – no additional impervious area	Roading and traffic: 8 EHUs credits (400m ² GFA/50m ² per EHU)
	Local urban environment: 2.67 EHUs credits (400m ² GFA/150m ² per EHU)
	Water supply: 1.51 EHU credits (400m ² GFA/265m ² per EHU)
	Wastewater: 1.45 EHU credits (400m ² GFA/275m ² per EHU) Stormwater: 1 EHU credit (200m ² impervious surface/200 m ² per EHU)

2.4 SCHEDULE OF DEVELOPMENT CONTRIBUTIONS (STEP 3)

The schedule of development contributions is below. All fees in the schedule are GST exclusive.

ASSETS	DEVELOPMENT CONTRIBUTION PER EHU
Roading and traffic	\$276
Water supply	\$113
Wastewater	\$2,087
Stormwater	\$348
Local urban environment	\$136
TOTAL	\$2,960

2.5 MODIFICATIONS TO ASSESSMENTS

Minor Household Units

A minor household unit, such as a rear section 'granny flat', shall be assessed at 0.5 EHU per additional unit. For the purpose of this policy, a minor household unit is defined as a residential unit with a maximum gross floor area of 65 square metres that is additional to a residential household unit already established on the allotment.

Development where there is no connection

For developments where there is no connection to water supply or wastewater reticulation systems, the Council will reduce the amount of the development contribution payable by the water supply or wastewater component. If a development is subsequently connected to the water and/or wastewater reticulation systems, the applicable contribution will be payable prior to connection.

Rural development and stormwater infrastructure

Development in non-urban areas where no stormwater systems are provided will not be charged the development contribution component related to stormwater.

Private development agreements

Where it is in the interest of both parties, the Council may consider entering into a private development agreement with a developer. This agreement must clearly identify the departure from the standard processes and calculations and state the reasons for this approach. It must also state clearly why the agreement is in both parties' interests.

Self assessments and Special assessments for non-residential developments

The standard non-residential units of demand may be departed from where self assessment is sought by the developer or a special assessment is required by the Council.

Self-assessment

An applicant may apply for a self-assessment of the number of EHUs payable for a particular development as follows:

- The application must be made in writing before any development contributions payment in respect of the development becomes due.
- The assessment must relate to all infrastructure categories for which development contributions are payable under the policy.

- The onus is on the applicant to prove (on the balance of probabilities) that the actual increased demand created by the development is different from that assessed by applying the standard non residential unit of demand. Actual increased demand means the demand created by the most intensive non residential use(s) likely to become established in the development within 10 years from the date of application.
- The Council may determine an application made under this part at its discretion. In doing so the Council must take into account everything presented to it by way of the written application, and may take into account any other matter(s) it considers relevant.
- Any application must be accompanied by the fee payable to recover the Council's actual and reasonable costs of determining the application. The fee will be assessed at the time of application. Council may levy additional fees to meet Council's actual costs, should the actual costs be materially higher than the initial assessment.

Special assessment

If the Council believes on reasonable grounds that the increased demand for roading and traffic, water supply, wastewater, stormwater, and urban design assessed for a particular development by applying the standard non-residential unit of demand is materially less than the actual increased demand created by the development, it may require a special assessment to determine the number of EHUs as follows:

- A special assessment must be initiated before any development contributions payment in respect of the development becomes due.

- The assessment must relate to all infrastructure for which development contributions are payable under the policy.
- The Council may request information from the applicant to establish the actual increased demand.
- The Council must bear its own costs in relation to the special assessment.
- Everything the Council intends to take into account when making a special assessment must be provided to the applicant for a written reply at least 14 days before the assessment is determined.
- The Council may determine a special assessment made under this part at its discretion. In doing so the Council must take into account everything presented to it by way of a written reply, and may take into account any other matter(s) it considers relevant.

Assessment guidelines

Without limiting the Council's discretion, when assessing an application for a self-assessment, or a special assessment initiated by Council, the Council will be guided by the following:

INFRASTRUCTURE TYPE	USAGE MEASURE PER EHU
Roading and traffic	10 vehicle movements per day
Water supply	730 litres per day
Wastewater	675 litres per day
Stormwater	200 m ² of impervious surface
Local urban environment	1 hour per day



2.6 WHEN THE COUNCIL WILL NOT REQUIRE A DEVELOPMENT CONTRIBUTION

Provision of infrastructure

The Council is unable to require a development contribution for network infrastructure or community infrastructure if, and to the extent that:

- It has, under section 108(2)(a) of the Resource Management Act 1991, imposed a condition on a resource consent in relation to the same development for the same purpose;
- The developer will fund or otherwise provide for the same local reserve, network infrastructure, community infrastructure in agreement with the Council (and citywide fees will still apply); or
- The Council has received or will receive funding from a third party.

Land use consent or unit title development

The conversion of an existing unit development into unit titles will not be assessed for development contributions, as the change does not generate a new demand for network infrastructure or community infrastructure. This does not apply to any building consents required as part of any changes to the existing unit development, which will still be assessed to determine if development contributions are applicable.

Minor non-residential additions

Development contributions for non-residential developments will not apply to an addition of less than 10 square metres of gross floor area to an existing building in any 12 month period.

Council developments

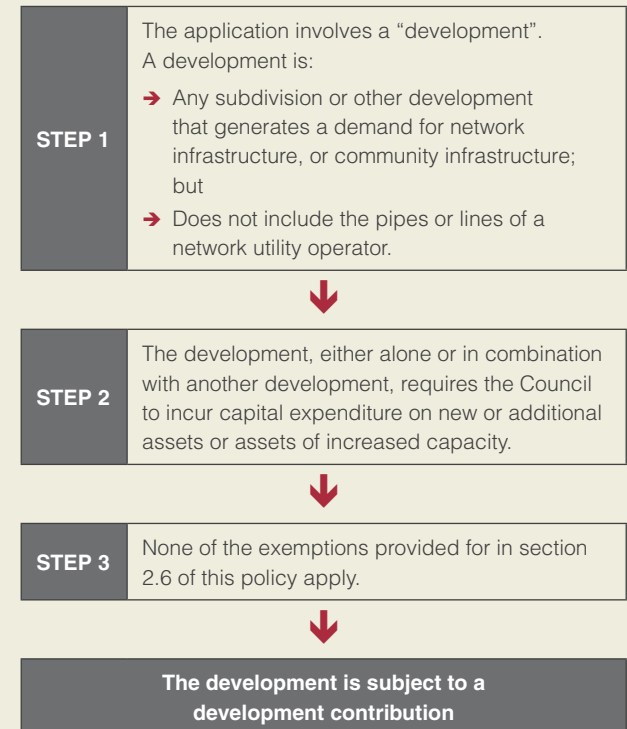
The Council's own developments are exempt from being liable to pay development contributions. For the avoidance of doubt, this exemption does not apply to developments undertaken by or on behalf of Council organisations, Council controlled organisations, or Council controlled trading organisations, as defined in section 6 of the LGA.

3 ASSESSMENT AND PAYMENT

This part of the policy sets out when a development will be assessed to determine if a development contribution is required and, if so, when payment is required.

3.1 ASSESSMENT AND LIABILITY

Council may assess developments to determine if development contributions are payable. In making this assessment, the following stepped process is followed. Each step must be satisfied for a development to be subject to a requirement for a development contribution.



3.2 WHEN THE COUNCIL WILL ASSESS IF A DEVELOPMENT CONTRIBUTION IS REQUIRED

Generally, developments will be assessed for development contributions when:

- Resource consent is granted under the Resource Management Act 1991 for a development; or
- Building consent is granted under the Building Act 2004 for building work (including the grant of a certificate of acceptance); or
- Authorisation for a service connection is granted.

In most circumstances, Council will make the assessment at the earliest time any of the above apply.

The following provide more information on when the Council will assess developments for development contributions for specific types of developments.

Subdivision of land (excluding unit title development)

A development involving a resource consent being granted under the RMA for the fee simple subdivision of land will be assessed when the subdivision consent is granted. Where a subdivision consent provides for its implementation in stages, the Council will apportion any development contribution assessed between each stage, on the basis of the number of EHU's generated by each stage.

Building consent

The Council will assess all developments requiring a building consent when the building consent is granted, unless already assessed when resource consent was granted under the RMA for the fee simple subdivision of land.

Service connection

Developments requiring a service connection, for which a development contribution has not been assessed and/or paid, will be assessed at the time of the application for service connection.

3.3 PAYMENT

For developments subject to a development contribution, liability for payment of the development contribution will arise from the time the resource consent, building consent or service connection is granted. The payment of the development contribution must be made within 6 months of that date, except in the case where Council has agreed to accept a guarantee in accordance with section 3.4 below.

3.4 GUARANTEES

An applicant may request that Council accept a guarantee for any development contribution payable in excess of \$50,000. This request must be made at the time a resource consent, building consent or service connection is granted. Guarantees shall:

- Only be accepted from a registered trading bank.
- Be for a maximum period of 24 months, subject to any extension(s) as may be agreed by the Council.
- Will have an interest component added, at an interest rate of 2% above the Reserve Bank official cash rate on the day the guarantee document is prepared. The guaranteed sum will include interest, calculated on the basis of the maximum term set out in the guarantee document. If the Council agrees to an extension of the term of the guarantee beyond 24 months, the applicable interest rate will be

reassessed from the date of the Council's decision and the guaranteed sum will be amended accordingly.

- Be based on the GST inclusive amount of the development contribution payable.

At the end of the term of the guarantee, the development contribution (together with interest) is payable immediately to Council. If the Council accepts a guarantee, all costs for the preparation of the guarantee documents will be met by the applicant.

3.5 POWERS OF THE COUNCIL IF DEVELOPMENT CONTRIBUTIONS ARE NOT PAID

Until a development contribution required in relation to a development has been paid, the following will apply.

DEVELOPMENT TYPE	CONSEQUENCE OF NON-PAYMENT
Subdivision	Withhold a certificate under section 224(c) of the RMA
Building	Withhold a Code Compliance Certificate under section 95 of the Building Act 2004
Service connection	Withhold a service connection to the development
Other	Prevent the commencement of a resource consent under the RMA

Council will also register the outstanding development contribution as a charge on the subject land under the Statutory Land Charges Registration Act 1928.

3.6 REMISSION AND POSTPONEMENT

The Council will not consider any request to postpone payment of a development contribution, except where a guarantee has been agreed (refer 3.4).

The Council may remit a development contribution at its complete discretion. The Council will only consider exercising its discretion in exceptional circumstances. Applications made under this part will be considered on their own merits and any previous decisions of the Council will not be regarded as binding precedent.

Any request for remission must be made in writing and set out the reasons for the request. The request must be made:

- within 15 working days after Council has advised the applicant in writing of the development contribution payable; and
- before the development contribution payment is made to Council.

The Council will not allow retrospective remissions of development contributions.

Applications for remissions will be heard by the Council's Operations and Compliance Committee, or other committee as delegated by Council. Applicants will be given at least 10 working days notice of the date, time and place of the hearing.

When considering a request for remission, the matters taken into account will include:

- The purpose of the development contributions policy, Council's financial modelling, and Council's funding and financial policies.
- The extent to which the value and nature of the works proposed by the applicant reduces the need for works proposed by Council in its capital works programme.

- Whether the development contribution payable under this policy is manifestly excessive in relation to the impact of the development on the demand for infrastructure.
- Any other matter(s) that the Council considers relevant.

3.7 REFUNDS

Refunds of development contributions paid to the Council will be made where:

- Resources consents lapse or are surrendered.
- Building consents lapse.
- The development or building does not proceed.
- The Council does not spend the money on the purpose for which the development contribution was required.
- Previous overpayment has been made (for whatever reason).

The development contribution will be refunded to the consent holder or his or her personal representative or successor (less a fair and reasonable administration fee).

4 Definitions

In this policy:

Actual increased demand means the demand created by the most intensive non residential use(s) likely to become established in the development within 10 years from the date of the application.

Allotment has the meaning given to it in section 218(2) of the Resource Management Act 1991, and 'lot' has the same meaning.

Community facilities mean reserves, network infrastructure or community infrastructure for which development contributions may be required in accordance with section 199 of the LGA.

Community infrastructure means:

- land, or development assets on land, owned or controlled by the Council to provide public amenities; and
- includes land that the Council will acquire for that purpose.

Development means:

- any subdivision or other development that generates a demand for network infrastructure or community infrastructure; but
- does not include the pipes or lines of a network utility operator.

Equivalent household unit (EHU) is a type of "unit of demand" used by the Council. One EHU equates to the typical demand for infrastructure generated by an average household.

Gross floor area (GFA) is the sum of all gross floor areas of all floors of a building or buildings on an allotment, or a proposed allotment, measured from the exterior faces of exterior walls, or from the centre-lines of walls separating two buildings.

Household unit means a home or residence that is a self-contained unit includes kitchen and bathroom facilities of any nature and is physically separated, or capable of being separated, from any other household unit.

Network infrastructure means the provision of roads and other transport, water, wastewater, and stormwater collection and management assets.

Network utility operator has the meaning given to it by section 166 of the Resource Management Act 1991.

Non residential development means any development that falls outside the definition of residential development in this policy.

Residential development means the development of land and buildings for any domestic/living purposes for use by people living on the land or in the buildings.

Service connection means a physical connection to a service provided by, or on behalf of, the Council.

PART 3: THE SUBSTANTIVE POLICY

5 Introduction

This Part of the policy outlines how the development contributions payable under this policy have been determined. It includes descriptions of:

- The process followed by Council to make the decision to use development contributions to fund growth related capital expenditure and an assessment of the extent to which growth costs should be funded through development contributions.
- The methodology used for determining the development contributions payable under this policy.
- Key assumptions used when determining the development contributions payable under this policy in the calculations.
- Summary details of the relevant capital expenditure figures and calculations used in determining the development contributions payable under this policy.

This section is mainly of interest to people who want to know the details of how the policy was developed and how the development contributions payable were calculated.

Readers should refer to Part 2 of this policy if they wish to know how to calculate the development contributions payable for a specific development.

6 How development contributions are calculated

This section outlines the methodology used for determining the development contributions payable for each infrastructure group. It also outlines some of key factors considered across all of the groups. The application of this methodology to each infrastructure group is covered in sections 8-12.

A summary of the steps applied in the methodology is provided below. A brief explanation of what is involved in at each step is described below in sections 6.1-6.7.



6.1 DEFINE CATCHMENT (STEP 1)

A catchment is the area serviced by particular infrastructure. Catchments are defined with reference to characteristics of the service, the common benefits received across the geographical area supplied, and judgments involving a balance between administrative efficiency and the extent of common benefits.

The Council uses a single catchment (the entire city) for all activities in this development contributions policy. This approach has been adopted because:

- most of the capital works planned over the next 10 years are spread around the city and therefore have city wide benefits;
- there are no projects of a sufficiently large nature to warrant a separate catchment approach; and
- there is no single area within the city where growth is expected to concentrate.

6.2 IDENTIFY GROWTH RELATED CAPITAL EXPENDITURE (STEP 2)

The purpose of this step is to identify the total planned costs of capital expenditure for network and community infrastructure resulting from growth. These costs are identified in the Council's Long Term Council Community Plan, and in the case of historical costs, from previous years' accounts.

Growth costs (including capacity increases to cater for growth) can be funded in full or in part through development contributions. Generally, growth costs do not include costs associated with service level improvements and renewals that serve existing households. However, a proportion of these costs may be included where capacity for growth is provided

for as part of a service level improvement or renewal (for example, where extra capacity to accommodate growth is provided as part of a stormwater renewal project).

Many projects, typically larger projects, are identified specifically as part of this process and an assessment is made of the extent to which the project caters for growth.

In addition to these projects, many other capital works cater to some extent for growth, but are smaller, numerous, and often undertaken as a minor part of other works, such as renewal or service level improvements. Undertaking a detailed assessment of every one of these projects would be costly (relative to the size of the projects), time consuming, and extremely difficult, and offer little in terms of robustness over a simpler approach.

Consequently, in all infrastructure groups, an assumption about the extent to which projects collectively accommodate growth has been made. The proportion attributed to growth is related to the extent of growth expected over the 10 year period of the LTCCP (generally around 6%). This approach is only applied to capital works that have a growth component. Capital works that clearly do not bear any relation to growth have been excluded from this process.

6.3 IDENTIFY THE PERCENTAGE OF GROWTH COSTS TO BE FUNDED BY DEVELOPMENT CONTRIBUTIONS (STEP 3)

The previous step (Step 2) determines the maximum amount that Council can seek if the full extent of growth costs were recovered through development contributions. However, for each infrastructure group, Council must consider a range of matters before determining whether to recover any or all growth costs, or only a portion, through development contributions. This is undertaken in Step 3.

The matters considered when making this assessment are:

- The community outcomes to which the infrastructure primarily contributes
- The distribution of benefits between the community as a whole, and any identifiable parts of the community, and individuals
- The period in or over which the benefits are expected to occur
- The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

These assessments can be found in each of the infrastructure sections (sections 8-12).

The Council has also considered the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural wellbeing of the community, as required by section 101(3)(b)) of the LGA. Council considers that allocating the full cost of growth to development is fairer to existing ratepayers, and helps ensure economic efficiency. By not imposing the burden of growth costs on existing ratepayers, rates income is also able to be used to advance Council's other activities. These activities contribute in a wide range of ways to improving the current and future social, economic, environmental, and cultural wellbeing of the community.

In addition, the development contributions charges within this policy are not overly onerous or out of step with those required in other cities or districts. They are, therefore, not expected to divert private sector investment from Hutt City on any significant scale.

As a result of these assessments, Council has determined for each infrastructure group that 100% of the growth costs identified in Step 2 should be met by development contributions.

6.4 IDENTIFY UNITS OF DEMAND (STEP 4)

The unit of demand used in this policy is the equivalent household unit (EHU). This represents the demand on infrastructure resulting from one typical household. For green field developments, one EHU will be applied uniformly to all residential allotments regardless of size for reasons of administrative efficiency and because lot size is not considered to have a material impact on demand. For an infill development, one EHU applies to a residential dwelling as defined in the District Plan.

For non-residential developments, the level of demand for that type of development has been determined and converted to an equivalent household unit. The resulting EHU schedule applies.

INFRASTRUCTURE GROUP	RESIDENTIAL	NON RESIDENTIAL
Roading and traffic	1 EHU per unit or allotment	Retail: 1 EHU per 20m ² GFA Commercial: 1 EHU per 50m ² GFA Industrial: 1 EHU per 85m ² GFA
Water supply		1 EHU per 265m ² GFA
Wastewater		1 EHU per 275m ² GFA
Stormwater		1 EHU per 200m ² impervious area
Local urban environment		Retail: 1 EHU per 75m ² GFA Commercial: 1 EHU per 150m ² GFA Industrial: 1 EHU per 800 m ² GFA

In determining the above schedule, the usage measures below were used to assess demand equivalence for each infrastructure type. These measures are determined as part of the assessment for each infrastructure type.

INFRASTRUCTURE TYPE	USAGE MEASURE PER EHU
Roading and traffic	10 vehicle movements per day
Water supply	730 litres per day
Wastewater	675 litres per day
Stormwater	200 m ² of impervious surface
Local urban environment	1 hour per day

6.5 IDENTIFY DESIGN CAPACITY PROVIDED FOR GROWTH (STEP 5)

The design capacity varies considerably between different types of infrastructure. Larger projects are identified specifically as part of this process and a specific assessment is made of design capacity to be applied in this policy. In some cases, it is economically prudent to provide spare growth capacity considerably beyond current 10-year expectations of growth, as is the case with the wastewater treatment plant. Costs are recovered across the full design number of EHUs. Projected growth in EHUs over the 10 year period of the LTCCP will be relevant to the Council's budgeting of revenue, but not the calculation of the development contribution per EHU (i.e. the full cost of infrastructure designed to cater for growth over and above that expected in the 10 year period will not be recovered within the 10 year period).

As noted earlier, other projects are smaller and widespread and while catering for growth within the 10 year period of the LTCCP, do not warrant a project by project assessment of design capacity. Where such infrastructure has been included, the design capacity component related to growth is assumed to approximately meet growth demands over the 10 year period. Consequently, the design capacity will be equal to the growth expected in the 10 year period.

6.6 ALLOCATE COSTS TO UNITS OF DEMAND (STEP 6)

The development contribution charge per EHU is calculated by dividing the total growth related capital expenditure to be recovered by development contributions (Steps 2 and 3) by the designed units of demand for growth (Step 5).

6.7 PREPARE SCHEDULE OF FEES (STEP 7)

A detailed schedule has been prepared to enable the development contribution to be calculated by infrastructure type (below). This puts together the different development contributions payable per EHU for each infrastructure type calculated in Step 6. All fees in the schedule are GST exclusive.



ASSETS	DEVELOPMENT CONTRIBUTION PER EHU
Roading and traffic	\$276
Water supply	\$113
Wastewater	\$2,087
Stormwater	\$348
Local urban environment	\$136
TOTAL	\$2,960

7 Key assumptions

Several key assumptions have been made when making the assessments under the methodology described above. Some of the assumptions apply across all infrastructure types, while others are specific to certain types of infrastructure. The assumptions that apply across all infrastructure types are detailed below, while the infrastructure specific assumptions are listed in the infrastructure sections (8-12).

7.1 GROWTH IMPACT ON MINOR WORKS

In addition to the larger specific projects identified as explicitly growth related, most infrastructure areas undertake a large number of smaller improvement, upgrade and renewal works that also increase infrastructure capacity and take account of the impact on infrastructure of continuing growth within the city over the next 10 years.

Where minor projects have been identified as partially growth related, a fixed proportion of the total cost is attributed to growth. Applying an assumed rate has been adopted because undertaking a more detailed assessment of every project would be time consuming, extremely difficult, and offer little in terms of improved robustness. The proportion that applies to each infrastructure group is noted in the sections for each infrastructure groups (sections 8-12) and is based on expected EHU growth in that infrastructure area over 2009-2019 (see Hutt City growth estimate below). It is generally around 6%.

7.2 APPLICATION OF COSTING METHODS

Average costs have generally been applied to the allocation of capital expenditure between existing and growth EHUs. Average costs reflect a fair allocation of capital infrastructure costs to newcomers. Additionally, in most cases, it is a difficult and complex exercise to determine incremental/marginal costs.

7.3 COST OF INDIVIDUAL ITEMS OF CAPITAL EXPENDITURE

The Council has used the best information available at the time of developing this policy to estimate the cost of individual items of capital expenditure that will be funded in whole or part out of development contributions. These reflect the estimates within the LTCCP and a reasonable estimate of the costs in the future, including inflation.

It is likely, however, that actual costs will differ from these projections due to factors beyond the Council's control, such as changes in the price of raw materials, labour, etc, and the time the works are undertaken. The Council will review its estimates of capital expenditure regularly and adjust the LTCCP as appropriate, including this policy.

7.4 FINANCIAL ASSUMPTIONS

The following financial assumptions have been applied:

- ➔ Interest has been applied to the calculations at a rate of 10%. The development contribution fees payable have been adjusted accordingly. For projects in the future, a discount is provided to reflect interest gained on the sums paid early. For infrastructure projects in which additional capacity has already been provided in anticipation of growth, additional costs are included to reflect interest charges.
- ➔ Income generated from rates will be sufficient to meet the operating costs of growth related capital expenditure into the future.
- ➔ All NZ Transport Agency subsidies will continue at present levels and that eligibility criteria will remain unchanged.
- ➔ The methods of service delivery will remain substantially unchanged.

7.5 HUTT CITY GROWTH

Residential

City growth assumptions are a key influence on the Council's asset management plans and capital expenditure budgets in the LTCCP for the period 2009 – 2019. These population and household growth assumptions are informed by forecasts based on Greater Wellington Regional Council's Wellington Transport Strategy Model projections for population and dwellings. These are based on Statistics New Zealand census forecasts for the periods 2006 to 2026.³ Population estimates for 2011, 2016, and 2021 are provided by the modelling. From these forecasts, population estimates for 2009 and 2019 are also made by assuming even growth between periods modelled.

3. These figures undercount the population slightly. This is taken into account in forecasts also. Consequently, growth forecasts are not materially affected.

	EST 2009	EST 2019	EST GROWTH 2009-2019
Population	99,167	100,906	1,739
Households	36,134	38,381	2,247

These projections indicate that residential growth over the period 2009 - 2019 will be 2,247 households, or 8.65% growth.

Non Residential

Non-residential growth is estimated in square metres of development and is broken down between industrial, commercial and retail segments. These estimates are based on previous years' growth and the medium term economic outlook.

	EST 2009 M ²	EST 2019 M ²	EST GROWTH 2009-2019 M ²
Retail	251,000	276,000	25,000
Commercial	147,000	157,000	10,000
Industrial	1,719,000	1,784,000	65,000
TOTAL	2,117,000	2,217,000	100,000

Total EHU growth

Applying the non-residential growth estimates to the non-residential EHU conversions factors (See 6.4), yields a non-residential growth estimate in EHUs for each infrastructure group. Adding this to the residential growth estimates provides the following expected EHU growth for each infrastructure group.

ASSETS	RESIDENTIAL EHU GROWTH	NON- RESIDENTIAL EHU GROWTH	TOTAL EHU GROWTH	TOTAL EHU % GROWTH
Roading and traffic	2,247	2,215	4,462	6.2%
Water supply	2,247	375	2,622	6.0%
Wastewater	2,247	363	2,610	6.0%
Stormwater	2,247	250	2,497	6.0%
Local urban environment	2,247	491	2,738	6.4%

8 Rooding and Traffic

8.1 INTRODUCTION

The traffic and roading network comprises the city's main arterial routes and secondary roads, including bridges, walls and embankments, footpaths, walkways and cycleways, parking, and public transport access and shelters.

Development growth increases traffic volumes and congestion which adversely impacts on traffic flows, safety, and wear and tear on road surfaces. To maintain the traffic flows, safety and service levels, additional capital works are required across the networks on an ongoing basis. These works typically comprise many small projects right across the city over a 10 year period. Most such works are planned to approximately match expected growth over the 10 year period to ensure cost effective use of Council's resources and assets.

In addition to these many minor works, Council has also two major projects planned which will help to cater for growth:

- ➔ Melling/SH2 Interchange – works associated with the Melling/SH2 Interchange upgrade to improve access to the city centre from State Highway 2.
- ➔ Major network movements – works intended to improve the roading capacity and speed of movements from the east side to the west side of the valley floor.

8.2 DEFINE CATCHMENT (STEP 1)

Roading networks are typically available to, and used by, everyone in the community. Additionally, there are no significant works identified in the LTCCP that either:

- have benefits that mainly accrue to any particular areas in the city; or
- are needed largely as a result of growth in any particular areas within the city.

Consequently, a single catchment is used for roading and traffic.

8.3 IDENTIFY GROWTH RELATED CAPITAL EXPENDITURE (STEP 2)

It is estimated that approximately 6.2% of minor ongoing improvements relates to the extra capacity needed to accommodate growth over the next 10 years. On an average cost allocation basis, 6.2% of the total capital expenditure is therefore attributable to growth.

A more detailed assessment has been undertaken for the works associated with NZTA's Melling/SH2 Interchange upgrade and the major network improvement. 66% of the capacity provided by the Melling/SH2 upgrade, and 34% of the capacity of the major network improvement is estimated to cater for growth from 2009. Consequently, 66% of the HCC's contribution towards the total cost of the Melling/SH2 upgrade and 34% of the major network improvements have been attributed to growth respectively. However, only 10.3% of HCC's contribution towards the Melling/SH2 upgrade, and 4.1% of the cost of the major network improvement, relates to growth over the period 2009-2019.

The total 10 year cost of growth for transport is estimated to be \$1.86 million. The present value (in 2009/2010) of these costs is \$1.23 million.

8.4 IDENTIFY THE PERCENTAGE OF GROWTH COSTS TO BE FUNDED BY DEVELOPMENT CONTRIBUTIONS (103(B) ASSESSMENT) (STEP 3)

100% of the growth costs related to roading and traffic identified in Step 2 are to be recovered from development contributions. In making this determination, the following factors were considered by Council:

The community outcomes to which the infrastructure primarily contributes

The relevant community outcomes for roading and traffic are listed from page 32 of the LTCCP. They describe a city where all modes are supported, a high level of service is offered and maintained, and investment is made to ensure growth is catered for. This growth is much better able to be accommodated if additional funding through development contribution is possible, rather than levelling all cost on existing ratepayers.

The distribution of benefits between the community as a whole, and any identifiable parts of the community, and individuals

The distribution of benefits between existing households and newcomers generally was taken into account at the time the growth component of capital expenditure was determined in Step 2.

Hutt City Council does not consider that it is practical or appropriate to target the development contributions across different catchments as discussed in Step 1.

The period in or over which the benefits are expected to occur

Roading and traffic infrastructure typically offers benefits over several years, and in many cases, decades. For this reason, capital investment in such assets is typically funded through borrowing and paying off the debt over a long period of time. This allows infrastructure to proceed that otherwise may not, and helps ensure intergenerational equity.

However, applying this model to growth related costs means that those growth costs are borne by everyone else in the community. Consequently, the advantages offered by paying for assets over time through borrowing, need to be weighed against the advantages of charging for growth cost up front, particularly equity (for other ratepayers) and economic efficiency.

On balance, Council considers that the greater good is achieved in this case by growth costs being borne by those that create the costs, up front through development contributions, rather than through borrowing.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity

There are no significant works identified in the LTCCP that are needed largely as a result of growth in any particular area within the city. Consequently, no particular individual or groups contribute to the demand for the roading assets planned to such an extent that they can be singled out.

Financial contributions are required where individual developments give rise to capital expenditure that is not included in the LTCCP, and therefore that expenditure is not included in Council's development contribution policy. In these cases, Council can

usually identify the individual or group involved and may impose a financial contribution as a condition of resource consent.

The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

Council considers that greater transparency and economic efficiency is achieved by ensuring that costs associated with growth are explicitly identified, and met by growth, rather than by the community through rates, and growth facing less than 100% of the costs it causes.

8.5 IDENTIFY UNITS OF DEMAND (STEP 4)

The unit of demand used in this policy is the equivalent household unit (EHU). For transport, this represents the demand on roading and traffic infrastructure assumed to result from to 10 vehicle movements per day. For non-residential developments, the following conversion rates will apply:

- Retail: 1 EHU per 20 m² GFA
- Commercial: 1 EHU per 50 m² GFA
- Industrial: 1 EHU per 85 m² GFA

These demand estimates were determined from data from the New Zealand Trips and Parking Database Bureau.

8.6 IDENTIFY DESIGN CAPACITY PROVIDED FOR GROWTH (STEP 5)

As noted earlier the programme of minor improvement works and the Wainuiomata Hill Rd Shared Path are assumed to approximately meet demand within the 10 year period. Consequently, the design capacity is estimated to be the growth expected in the 10 year period, 4,462 EHUs (refer section 7.5).

The SH2/Melling Interchange has a total capacity of around 18,000 vehicles per day. This translates to around 43,000 EHUs capacity; assuming 4% of total trips in the city will run over the Interchange. It is assumed that a third of the capacity of the upgraded Interchange will address backlog, leaving 66% of the capacity to cater for growth. 10.3% of the total capacity (4,462 EHUs) is estimated to cater for growth over the next 10 years.

The major network movements improvements have a total capacity of around 38,000 vehicles per day. This translates to around 109,208 EHUs capacity; assuming 3.5% of total trips in the city will run through the improvements. It is assumed that two thirds of the capacity of the improvements will cater for existing demand and addressing backlog (around 25,000 vehicles per day), leaving 34% of the capacity to cater for growth. 4.1% of the total capacity (4,462 EHUs) is estimated to cater for growth over the next 10 years.

8.7 ALLOCATE COSTS TO UNITS OF DEMAND (STEPS 6 AND 7)

Fees are charged as follows:

	GROWTH RELATED CAPITAL EXPENDITURE (PRESENT VALUE)	DESIGN EHUS (10 YEARS 09-19)	FEE PER EHU
ANTICIPATED COSTS			
Minor capital works	\$454,182	4,462	\$102
Melling/SH2 Interchange upgrade	\$312,871	4,462	\$70
Major network movements	\$464,316	4,462	\$104
TOTAL			\$276



9 Water Supply

9.1 INTRODUCTION

The water supply network comprises the city's 24 reservoirs, 690km of pipes, 13 pumping stations, 37,708 service connections, 4,315 fire hydrants and 113 water meters. Growth increases demand on the water supply and consequently on the demands of the whole water supply network.

The capital expenditure planned in the 2009-2019 LTCCP comprises an ongoing programme of upgrading pipe capacity and reservoir and water main upgrades. These upgrades are mainly undertaken to replace existing undersized or faulty infrastructure, with additional capacity installed at that time to accommodate growth. Consequently, only a portion of such costs are attributable to growth.

9.2 DEFINE CATCHMENT (STEP 1)

Within the city or catchment areas, there are no significant works identified in the LTCCP that have benefits that mainly accrue to any separately identifiable part of the community or to particular individuals. Therefore it is not considered necessary to divide the city into particular 'catchments'.

9.3 IDENTIFY GROWTH RELATED CAPITAL EXPENDITURE (STEP 2)

It is estimated that on average, approximately 6% of water supply works relate to the extra capacity needed to accommodate the expected growth over the next 10 years. The balance, 94%, is attributed to renewal and/or increases in capacity to improve 'fire load' capacity for the purposes of legislative compliance.

The total capital expenditure cost of growth expected for water supply over the period 2009/2010 – 2018/2019 is estimated to be approximately \$475,452. The present value (in 2009/2010) of these future costs is estimated to be \$296,077.

9.4 IDENTIFY THE PERCENTAGE OF GROWTH COSTS TO BE FUNDED BY DEVELOPMENT CONTRIBUTIONS (103(B) ASSESSMENT) (STEP 3)

100% of the growth costs related to stormwater identified in Step 2 are to be recovered from development contributions. In making this determination, the following factors were considered by Council:

The community outcomes to which the infrastructure primarily contributes

The relevant community outcomes for water supply are listed from page 32 of the LTCCP. They describe a city where a high level of service is offered and maintained, and continual upgrading and investment is made to ensure growth is catered for. This growth is much better able to be accommodated if additional funding through development contribution is possible, rather than levelling all costs on existing ratepayers.

The distribution of benefits between the community as a whole, and any identifiable parts of the community, and individuals

The distribution of benefits between existing households and newcomers generally was taken into account at the time the growth component of capital expenditure was determined in Step 2.

Hutt City Council does not consider that it is practical or appropriate to target the development contributions across different catchments as discussed in Step 1.

The period in or over which the benefits are expected to occur

Water supply infrastructure typically offers benefits over several years, and in many cases, decades. For this reason, capital investment in such assets is typically funded through borrowing and paying off the debt over a long period of time. This allows infrastructure to proceed that otherwise may not, and helps ensure intergenerational equity.

However, applying this model to growth related costs means that those growth costs are borne by everyone else in the community. Consequently, the advantages offered by paying for assets over time through borrowing, need to be weighed against the advantages of charging for growth cost up front, particularly equity (for other ratepayers) and economic efficiency.

On balance, Council considers that the greater good is achieved in this case by growth costs being borne by those that create the costs, up front through development contributions, rather than through borrowing.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity

There are no significant works identified in the LTCCP that are needed largely as a result of growth in any particular areas within the city. Consequently, no particular individual or groups contribute to the demand for the water supply assets planned to such an extent that they can be singled out. Financial

contributions are required where individual developments give rise to capital expenditure that is not included in the LTCCP, and therefore that expenditure is not included in Council's development contribution policy. In these cases, Council can usually identify the individual or group involved and may impose a financial contribution as a condition of resource consent.

The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

Council considers that greater transparency and economic efficiency is achieved by ensuring that costs associated with growth are explicitly identified, and met by growth, rather than by the community through rates, and growth facing less than 100% of the costs it causes.

9.5 IDENTIFY UNITS OF DEMAND (STEP 4)

The unit of demand used in this policy is the equivalent household unit (EHU). For water supply, 1 EHU represents the demand on water supply infrastructure assumed to result from 730 litres being drawn per day. This results in an estimated 9,490,168m³ of water being supplied to 35,600 occupied houses within Lower Hutt per year.

The metered water supplied to commercial, industrial and retail premises in Lower Hutt is 2,117,837m³ per year. The total non-residential ground floor area for 2008 has been estimated to be 2,117,000m², suggesting water consumption of 2.7 litres per day per m². This translates to a non-residential conversion rate of 1 EHU per 265m² GFA.

9.6 IDENTIFY DESIGN CAPACITY PROVIDED FOR GROWTH (STEP 5)

As noted earlier the programme of minor works are assumed to approximately meet demand within the 10 year period. Consequently, the design capacity is estimated to be the growth expected in the 10 year period, 2,622 EHUs (refer section 7.5).

9.7 ALLOCATE COSTS TO UNITS OF DEMAND (STEPS 6 AND 7)

Fees are charged as follows:

	GROWTH RELATED CAPITAL EXPENDITURE (PRESENT VALUE)	DESIGN EHUS	FEE PER EHU
General capital works	\$296,077	2,622	\$113
TOTAL			\$113

10 Stormwater

10.1 INTRODUCTION

Flooding is an important issue within Hutt City as the city is situated on a flood plain, and much of the surrounding area is also prone to flood related issues such as slope stability and localised flooding. The City's stormwater network helps deal with stormwater and periods of heavy rain by shifting the water off and away from the surface, so that in most cases, flooding is avoided.

The stormwater network system comprises 528km of pipes, 24km of channels and canals, 13 pump stations, 5 retention dams, 11,224 manholes, 1,736 inlets and approximately 1,802 inspection points and nodes.

The development of vacant land generally leads to increased levels of impermeable structures and services such as buildings and pavement. Consequently, development growth increases the amount of surface water that needs to be shifted, raising the risk of flooding and increasing the demands on the stormwater network. Therefore it is imperative that the capacity of the stormwater network is maintained and current and future demands are provided for to ensure that the integrity of the network can be maintained.

The capital expenditure planned in the 2009-2019 LTCCP comprises an ongoing programme of upgrading pipe capacity and installing and upgrading pump stations, flood protection works and the remediation of the Waiwhetu Stream. These pipe upgrades are mainly undertaken to reduce the flood risk from existing development, with additional capacity installed at that time to accommodate growth. Consequently, only a portion of such costs are attributable to growth.

10.2 DEFINE CATCHMENT (STEP 1)

Within the city or catchment areas, there are no significant works identified in the LTCCP that have benefits that mainly accrue to any separately identifiable part of the community or to particular individuals. Therefore it is not considered necessary to divide the city into particular 'catchments'.

10.3 IDENTIFY GROWTH RELATED CAPITAL EXPENDITURE (STEP 2)

It is estimated that on average, approximately 6% of capacity in stormwater works relates to the extra capacity needed to accommodate expected growth over the next 10 years. The balance, 94%, is attributed to renewal and/or increases in capacity to reduce existing flooding risks. On an average cost allocation basis, 6% of the total capital expenditure, is therefore, attributed to growth.

The total capital expenditure cost of growth expected for stormwater over the period 2009/2010 – 2018/2019 is estimated to be \$1,160,302. The present value (in 2009/2010) of these future costs is \$869,597.

10.4 IDENTIFY THE PERCENTAGE OF GROWTH COSTS TO BE FUNDED BY DEVELOPMENT CONTRIBUTIONS (103(B) ASSESSMENT) (STEP 3)

100% of the growth costs related to stormwater identified in Step 2 are to be recovered from development contributions. In making this determination, the following factors were considered by Council:

The community outcomes to which the infrastructure primarily contributes

The relevant community outcomes for stormwater are listed from page 32 of the LTCCP. They describe a city where a high level of service is offered and maintained, and continual upgrading and investment is made to ensure growth is catered for. This growth is much better able to be accommodated if additional funding through development contribution is possible, rather than levelling all costs on existing ratepayers.

The distribution of benefits between the community as a whole, and any identifiable parts of the community, and individuals

While the benefits of stormwater works may be limited to a very specific area, the area contributing to the need to undertake the works can be much larger. For example, increased flooding on the valley floor can result from development growth some distance away, on the hills. In many cases, there may be no direct benefit to a particular area of development of the stormwater works undertaken, but the works are needed to ensure flooding risk is not increased elsewhere.

For this reason, Councils consider that it is inappropriate and unfair to reduce the stormwater costs caused by growth because it benefits an identifiable part of the community (by mitigating the increased risk of flooding).

The period in or over which the benefits are expected to occur

Stormwater infrastructure typically offers benefits over several years, and in many cases, decades. For this reason, capital investment in such assets is typically funded through borrowing and paying off the debt over a long period of time. This allows infrastructure to proceed that otherwise may not, and helps ensure intergenerational equity.

However, applying this model to growth related costs means that those growth costs are borne by everyone else in the community. Consequently, the advantages offered by paying for assets over time through borrowing, need to be weighed against the advantages of charging for growth cost up front, particularly equity (for other ratepayers) and economic efficiency.

On balance, Council considers that the greater good is achieved in this case by growth costs being borne by those that create the costs, up front through development contributions, rather than through borrowing.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity

Within the catchments or city, Council is not aware of particular individuals or group that contribute to the demand for the stormwater assets planned to such an extent that they can be singled out.

Financial contributions are required where individual developments give rise to capital expenditure that is not included in the LTCCP, and therefore that expenditure is not included in Council's development contribution policy. In these cases, Council can usually identify the individual or group involved and may impose a financial contribution as a condition of resource consent.

The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities

Council considers that greater transparency and economic efficiency is achieved by ensuring that costs associated with growth are explicitly identified, and met by growth, rather than by the community through rates, and growth facing less than 100% of the costs it causes.

10.5 IDENTIFY UNITS OF DEMAND (STEP 4)

The unit of demand used in this policy is the equivalent household unit (EHU). For stormwater, 1 EHU represents the demand on stormwater infrastructure assumed to result from 200 m² of impervious surface area. The conversion rate that applies to non-residential developments (retail, commercial and industrial) is 1 EHU per 200 m² impervious surface area.

10.6 IDENTIFY DESIGN CAPACITY PROVIDED FOR GROWTH (STEP 5)

As noted earlier the programme of minor works are assumed to approximately meet demand within the 10 year period. Consequently, the design capacity is estimated to be the growth expected in the 10 year period, 2,497 EHUs (refer section 7.5).

10.7 ALLOCATE COSTS TO UNITS OF DEMAND (STEPS 6 AND 7)

Fees are charged as follows:

	GROWTH RELATED CAPITAL EXPENDITURE (PRESENT VALUE)	DESIGN EHUS	FEE PER EHU
Anticipated costs			
General capital works	\$869,597	2,497	\$348
TOTAL			\$348

11 Wastewater

11.1 INTRODUCTION

The wastewater supply network comprises the city's 672km of pipes 24 pumping stations, 507 inspection points and 13,303 manholes and other nodes. Development increases demand on the water supply and consequently places extra demands on the wastewater network system.

The capital expenditure planned in the 2009-2019 LTCCP for the wastewater network comprises an ongoing programme of upgrading the pipe network, ongoing system maintenance and resource consent renewals for the local and trunk wastewater systems. However, no projects involve an increase in the capacity of the network to accommodate growth. The Seaview wastewater treatment plant completed in 2002 is the only infrastructure recognised in the development contribution policy for wastewater. It was built with additional capacity to accommodate future growth.

11.2 DEFINE CATCHMENT (STEP 1)

Within the city, there are no significant works identified in the LTCCP (or undertaken previously) that have benefits that mainly accrue to any separately identifiable part of the community or to particular individuals. Therefore it is not considered necessary to divide the city into particular 'catchments'.

11.3 IDENTIFY GROWTH RELATED CAPITAL EXPENDITURE (STEP 2)

The wastewater treatment plant was built with 10% additional capacity to accommodate growth for Lower Hutt. Approximately 65% of the Hutt City's share of the wastewater treatment plant's spare capacity is expected to be taken up by growth over the 10 years 2009-2019.

Total historical cost incurred for the additional capacity at the wastewater treatment plant is \$4.5 million. The present value (in 2009/2010) of this cost is approximately \$8.33 million. However, the present value of the 10 year growth cost is only \$5.45m.

11.4 IDENTIFY THE PERCENTAGE OF GROWTH COSTS TO BE FUNDED BY DEVELOPMENT CONTRIBUTIONS (103(B) ASSESSMENT) (STEP 3)

100% of the growth costs related to wastewater identified in Step 2 are to be recovered from development contributions. In making this determination, the following factors were considered by Council:

The community outcomes to which the infrastructure primarily contributes

The relevant community outcomes for wastewater are listed from page 32 of the LTCCP. They describe a city where a high level of service is offered and maintained, and continual upgrading and investment is made to ensure growth is catered for. This growth is much better able to be accommodated if additional funding through development contribution is possible, rather than levelling all costs on existing ratepayers.

The distribution of benefits between the community as a whole, and any identifiable parts of the community, and individuals

The distribution of benefits between existing households and newcomers generally was taken into account at the time the growth component of capital expenditure was determined in Step 2.

Hutt City Council does not consider that it is practical or appropriate to target the development contributions across different catchments as discussed in Step 1.

The period in or over which the benefits are expected to occur

Wastewater infrastructure typically offers benefits over several years, and in many cases, decades. For this reason, capital investment in such assets is typically funded through borrowing and paying off the debt over a long period of time. This allows infrastructure to proceed that otherwise may not, and helps ensure intergenerational equity.

However, applying this model to growth related costs means that those growth costs are borne by everyone else in the community. Consequently, the advantages offered by paying for assets over time through borrowing, need to be weighed against the advantages of charging for growth cost up front, particularly equity (for other ratepayers) and economic efficiency.

On balance, Council considers that the greater good is achieved in this case by growth costs should be borne by those that create the costs, up front through development contributions, rather than through borrowing.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity

There are no significant works identified in the LTCCP (or undertaken previously) that are needed largely as a result of growth in any particular areas within the city. Consequently, no particular individual or groups contribute to the demand for the stormwater assets planned to such an extent that they can be singled out.

Financial contributions are required where individual developments give rise to capital expenditure that is not included in the LTCCP, and therefore that expenditure is not included in Council's development contribution policy. In these cases, Council can usually identify the individual or group involved and may impose a financial contribution as a condition of resource consent.

The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

Council considers that greater transparency and economic efficiency is achieved by ensuring that costs associated with growth are explicitly identified, and met by growth, rather than by the community through rates, and growth facing less than 100% of the costs it causes.

11.5 IDENTIFY UNITS OF DEMAND (STEP 4)

The unit of demand used in this policy is the equivalent household unit (EHU). For wastewater, 1 EHU represents the demand on wastewater infrastructure assumed to result from 675 litres per day. The conversion rate that applies to non-residential developments (retail, commercial and industrial) is 1 EHU per 275m² GFA.

11.6 IDENTIFY DESIGN CAPACITY PROVIDED FOR GROWTH (STEP 5)

The wastewater treatment plant was built with 3,991 EHUs spare capacity. Around 65%, or 2,610 EHUs, of the spare capacity is expected to be taken up through growth in the 10 year period 2009-2019.

11.7 ALLOCATE COSTS TO UNITS OF DEMAND (STEPS 6 AND 7)

Fees are charged as follows:

	GROWTH RELATED CAPITAL EXPENDITURE (PRESENT VALUE)	DESIGN EHUS	FEE PER EHU
HISTORIC COSTS			
Wastewater Treatment Plant	\$8,329,186	3,991	\$2,087
TOTAL			\$2,087

12 Local Urban Environment

12.1 INTRODUCTION

Urban environment concerns the arrangement, appearance and functionality of Hutt City, and in particular the shaping and uses of urban public space. Urban environment deals primarily with the design and management of public space (i.e. the 'public environment', 'public realm' or 'public domain'), and the way public places are experienced and used. Public space includes the totality of spaces used freely on a day-to-day basis by the general public, such as streets, parks and public infrastructure and facilities.

Some aspects of privately owned spaces, such as building facades or domestic gardens, also contribute to public space and are therefore also considered by urban environment. However, these elements are typically managed through planning instruments, and do not result in capital expenditure by Council.

Development typically requires the either new public space or features to be provided and/or for the features, functionality, and aesthetics of existing public space to be improved, offering a higher standard of public space.

The capital expenditure planned in the 2009-2019 LTCCP comprises upgrades of CBD and suburban shopping centres. These upgrades are intended to bring the public space up to contemporary standards, helping stimulate business growth and making it a more attractive, pleasant and useful space for residents. These works also include the recent High Street upgrade. Consequently, this historic expenditure is also recognised.

The upgrades mainly serve existing residents, although an element of the works is being provided to accommodate growth within the city. Providing for growth at the time the works are being undertaken rather than at a later stage, is more economic and allows design cohesion.

12.2 DEFINE CATCHMENT (STEP 1)

Like roads and traffic, urban environment assets are often available to and used by a wide range of people within the city. This is particularly so with much of the work planned over the 2009-2019 period as it is centred on the CBD, which serves the entire city. A smaller amount of works are expected in the suburban shopping centres. Over the 2009-2019 period, these works are expected to be fairly evenly spread around the city. For these reasons, a single catchment is used for urban environment.

12.3 IDENTIFY GROWTH RELATED CAPITAL EXPENDITURE (STEP 2)

It is estimated that on average, approximately 6.4% of the urban environment capital works within the CBD and the suburban centres are needed to accommodate expected growth over the next 10 years. On an average cost allocation basis, 6.4% of the total CBD and suburban shopping centres related capital expenditure is therefore, attributed to growth.

The total capital expenditure cost of growth expected for urban environment over the period 2009/2010 – 2019/2020 is estimated to be \$305,500. \$106,771 of historical costs for the High Street upgrade are also recognised as growth related. The present value (in 2009/2010) of these costs is estimated to be \$372,506 (\$119,634 for historic costs and \$252,872 for future costs).

12.4 IDENTIFY THE PERCENTAGE OF GROWTH COSTS TO BE FUNDED BY DEVELOPMENT CONTRIBUTIONS (103(B) ASSESSMENT) (STEP 3)

100% of the growth costs related to urban environment are to be recovered from development contributions. In making this determination, the following factors were considered by Council:

The community outcomes to which the infrastructure primarily contributes

The relevant community outcomes for urban environment are listed from page 32 of the LTCCP. They describe a city that is increasingly attractive, pleasant and safe to live in that attracts people and business, with a developing uniqueness. These outcomes are strongly related to improving outcomes for the existing population, but also reflect the need to ensure that the standard of public space achieved through urban environment is appropriate for growth. Meeting this standard is much more achievable if additional funding through development contribution is possible, rather than levelling all costs on existing ratepayers.

The distribution of benefits between the community as a whole, and any identifiable parts of the community, and individuals

The distribution of benefits between existing households and newcomers generally was taken into account at the time the growth component of capital expenditure was determined in Step 2.

Hutt City Council does not consider that it is practical or appropriate to target the development contributions across different catchments as discussed in Step 1.

The period in or over which the benefits are expected to occur

Urban environment infrastructure typically offers benefits over several years, and in most cases, decades. For this reason, capital investment in such assets is typically funded through borrowing and paying off the debt over a long period of time. This allows infrastructure to proceed that otherwise may not, and helps ensure intergenerational equity.

However, applying this model to growth related costs means that those growth costs are borne by everyone else in the community. Consequently, the advantages offered by paying for assets over time through borrowing, need to be weighed against the advantages of charging for growth cost up front, particularly equity (for other ratepayers) and economic efficiency.

On balance, Council considers that the greater good is achieved in this case by growth costs should be borne by those that create the costs, up front through development contributions, rather than through borrowing.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity

There are no significant works identified in the LTCCP (or undertaken previously) that are needed largely as a result of growth in any particular areas within the city. Consequently, no particular individual or groups contribute to the demand for urban environment assets planned to such an extent that they can be singled out.

Financial contributions are required where individual developments give rise to capital expenditure that is not included in the LTCCP, and therefore that expenditure is not included in Council's development contribution policy. In these cases, Council can usually identify the individual or group involved and may impose a financial contribution as a condition of resource consent.

The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

Council considers that greater transparency and economic efficiency is achieved by ensuring that costs associated with growth are explicitly identified, and met by growth, rather than by the community through rates, and growth facing less than 100% of the costs it causes.

12.5 IDENTIFY UNITS OF DEMAND (STEP 4)

The unit of demand used in this policy is the equivalent household unit (EHU). For local urban environment, this represents the demand on urban environment assets assumed to result from 1 hour per day per household.

For non-residential developments, the following conversion rates will apply:

- ➔ Retail: 1 EHU per 75m² GFA
- ➔ Commercial: 1 EHU per 150m² GFA
- ➔ Industrial: 1 EHU per 800m² GFA

These demand estimates are based on shopping time data for adults (2.6 hour per week), and the average number of people per household (2.7).

The non-residential conversion rates have been calculated by using data on the space typically required per employee for the different types of non-residential developments (27m² for retail, 55m² for commercial, and 300m² for industrial).

12.6 IDENTIFY DESIGN CAPACITY PROVIDED FOR GROWTH (STEP 5)

As noted earlier, approximately 6.4% of capital expenditure is assumed to relate to growth and these works are assumed to approximately meet demand within the 10 year period. Consequently, the design capacity is estimated to be approximately equal to the extra demand on the system over that time, 2,738 EHUs (refer section 7.5).

12.7 ALLOCATE COSTS TO UNITS OF DEMAND (STEPS 6 AND 7)

Fees are charged as follows:

	GROWTH RELATED CAPITAL EXPENDITURE (PRESENT VALUE)	DESIGN EHUS	FEE PER EHU
HISTORIC COSTS			
2007/2008 CBD Masterplan works	\$119,634	2,738	\$44
ANTICIPATED COSTS			
CBD Making Places (incorporating CBD Masterplan) & Suburban Shopping Centre works	\$252,872	2,738	\$92
TOTAL			\$136



LIABILITY MANAGEMENT POLICY

INTRODUCTION

Section 102(4)(b) of the Local Government Act 2002 requires Council to adopt a Liability Management Policy. The requirements of that policy are listed in section 104. The relevant legislation is reproduced below:

SECTION 104 LIABILITY MANAGEMENT POLICY

A policy adopted under section 104(4)(b) must state the local authority's policies in respect of the management of both borrowing and other liabilities, including:

- interest rate exposure; and
- liquidity; and
- credit exposure; and
- debt repayment; and
- specific borrowing limits; and
- the giving of securities.

GENERAL POLICY

Council's liabilities comprise borrowings and various other liabilities. Council's Liability Management Policy focuses on borrowing as this is the most significant component and exposes Council to the most significant risks.

Other liabilities are generally non-interest bearing. Cash flows associated with other liabilities are incorporated in cash flow forecasts for liquidity management purposes and determining future borrowing requirements.

Council raises borrowing for the following primary purposes:

- General debt to fund Council's balance sheet and from time to time liquidity requirements
- Specific debt associated with "special one-off" projects and capital expenditure
- To fund assets with intergenerational qualities.

Council is able to borrow through a variety of market mechanisms including the issue of bonds or commercial paper and direct bank borrowing. In evaluating new borrowings (in relation to source, term, size and pricing) the General Manager Business Services and Finance Manager will take into account the following:

- The size and economic life of the related project
- The impact of the new debt on the borrowing limits
- Relevant interest rate margins payable under each borrowing source
- Council's overall debt maturity profile, to ensure concentration of debt is avoided at re-issue/rollover time
- Prevailing interest rates relative to term for bond and commercial paper issuance and bank borrowing, and management's view of future interest rate movements

- Available terms from bond and commercial paper issuance and from banks
- Legal documentation and financial covenants
- Alternative funding mechanisms such as leasing are evaluated with financial analysis in conjunction with traditional on-balance sheet funding. The evaluation takes into consideration ownership, redemption value and effective cost of funds.

Interest expenses arising on the existing debt portfolio and future borrowings will generally be allocated to specific activities of Council in proportion to the assets employed by each activity. Subject to the approval of the Strategic Leadership Team selected interest costs may be charged directly to Council activities if related borrowings are clearly identifiable as relating to that activity.

OVERALL BORROWING LIMITS

In managing borrowing Council adheres to the following limits:

Limit

Net debt as a percentage of equity	<20%
Net debt as a percentage of income	<150%
Net interest as a percentage of income	<10%
Net interest as a percentage of annual rates income	<15%
Liquidity (Term debt + committed loan facilities to peak net 12 month debt)	>100%
Net debt	<\$100 million
Net debt per capita	<\$1,000

Net debt is defined as the amount of total debt net of liquid financial assets/investments.

Income is defined as earnings from rates, government grants and subsidies, user charges, interest and other revenue.

Rates exclude regional levies.

Debt is repaid as it falls due in accordance with the applicable loan agreement. Subject to the debt limits a loan may be rolled over or renegotiated as and when appropriate.

MANAGING DEBT REFINANCING RISK

Cash flow deficits in various future periods based on long term financial forecasts are reliant on the maturity structure of loans and facilities. Liquidity risk management focuses on the ability to borrow at that future time to fund the gaps. Funding risk management centres on the ability to refinance or raise new debt at a future time at the same or more favourable pricing (fees and borrowing margins) and maturity terms of existing facilities.

Managing Council's funding risks is important as several risk factors can arise to cause an adverse movement in borrowing margins, term availability and general flexibility including:

- Local Government risk is priced to a higher fee and margin level
- Council's own credit standing or financial strength as a borrower deteriorates owing to financial, regulatory or other reasons
- A large individual lender to Council experiences its own financial/exposure difficulties resulting in Council not being able to manage its debt portfolio as optimally as desired
- The New Zealand investment community experiences a substantial over supply of Council investment assets.

A key factor in funding risk management is to spread and control the risk to reduce the concentration of risk at one point in time so that if any of the above events occur, the overall borrowing cost is not unnecessarily increased, nor is the desired maturity profile compromised owing to market conditions.

LIQUIDITY/FUNDING RISK CONTROL LIMITS

Council manages liquidity and funding risk through application of the following limits and principles:

- Term debt and committed debt facilities are maintained at an amount that averages 100% of projected peak net debt levels over the next 12 months (per long term cash and debt forecasts)
- An allocated amount of committed credit facilities is designated as cover for special funds as outlined in the Investment Policy and other legislative requirements
- The maturity profile of total committed funding in respect to all loans and committed facilities is maintained within the following limits:

PERIOD	MINIMUM	MAXIMUM
0 to 3 years	10%	60%
3 to 5 years	20%	60%
5 years plus	10%	60%

- A maturity profile that is outside the above limits, but self corrects in less than 90 days, is not in breach of this Policy. However, maintaining a maturity profile outside these limits requires specific approval of the Finance and Audit Committee.

- Treasury staff provide comprehensive daily and weekly cash management reporting, together with rolling 12-month forecasts, annual cash/debt forecasting and long term debt forecasts out to 10-years. This reporting is used to monitor actual and forecast liquidity and funding risk and to plan accordingly.
- The General Manager Business Services has the discretionary authority to refinance existing debt on more favourable terms.

MANAGING INTEREST RATE RISK

RISK RECOGNITION

Interest rate risk is the risk that funding costs (owing to adverse movements in market interest rates) will materially exceed adopted annual plans and 10-year interest cost projections, so as to adversely impact cost control, capital investment decisions/returns/ and feasibilities.

Given Council's debt level it has a large exposure to interest rate movements (a 1% interest rate movement on \$50 million of debt over 12 months = \$500,000). Accordingly, the primary objective of interest rate risk management is to reduce the uncertainty of interest rate movements through fixing of funding costs. However, a secondary objective is to minimise the net funding costs for Council within acceptable risk parameters. Both objectives are to be achieved through the active management of underlying interest rate exposures.



APPROVED FINANCIAL INSTRUMENTS

Dealing in interest rate products must be limited to the following financial instruments:

CATEGORY	INSTRUMENT
Cash management and borrowing	Bank overdraft Committed cash advance and bank accepted bill facilities (term facilities) Uncommitted money market facilities Bond issuance
Investments (All investments must be senior ranked)	Short term bank deposits Bank bills Bank certificates of deposit (CDs) Treasury bills Local Authority stock or State-owned Enterprise (SOE) bonds Corporate bonds Promissory notes/commercial paper
Interest rate risk management	Forward rate agreements ("FRAs") on: <ul style="list-style-type: none"> ➔ Bank bills ➔ Government bonds Interest rate swaps including: <ul style="list-style-type: none"> ➔ Forward start swaps (start date <24 months) ➔ Amortising swaps (whereby notional principal amount reduces) Interest rate options on: <ul style="list-style-type: none"> ➔ Bank bills (purchased caps and 1:1 collars) ➔ Government bonds Interest rate swaptions (purchased only).

Any other financial instrument must be specifically approved by Council on a case-by-case basis and only be applied to the one transaction being approved.

Credit exposure on these financial instruments is restricted by counterparty credit limits specified in Council's Treasury Policy.

INTEREST RATE RISK CONTROL LIMITS

BORROWINGS

Council borrowings must be within the following fixed/floating interest rate risk control limits:

Master Fixed/Floating Risk Control Limits

MINIMUM FIXED RATE	MAXIMUM FIXED RATE
55%	95%

"Fixed Rate" is defined as an interest rate repricing date beyond 12 months forward on a continuous rolling basis.

"Floating Rate" is defined as an interest rate repricing within 12 months.

The percentages are calculated on the rolling 12-month projected net debt level calculated by the Treasury Manager (signed off by the Finance Manager). This allows for pre-hedging in advance of projected physical drawdowns of new debt. When approved forecasts are changed the amount of fixed rate cover in place may have to be adjusted to comply with the policy minimums and maximums.

The fixed rate amount at any point in time must be within the following maturity bands:

Fixed Rate Maturity Profile Limit

PERIOD	MINIMUM COVER	MAXIMUM COVER
1 to 3 years	15%	60%
3 to 5 years	15%	60%
5 to 10 years	15%	60%

A fixed rate maturity profile that is outside the above limits, but self corrects in less than 90 days, is not in breach of this Policy. However, maintaining a fixed rate maturity profile outside the above limits requires specific approval of the Finance and Audit Committee.

The following additional controls are applied to manage interest rate risk:

- Floating rate debt may be spread over any maturity out to 12 months. Bank advances may be for a maximum term of 12 months
- Forward rate agreements (FRAs) outstanding at any one time must not exceed 75% of the total floating rate debt. FRAs may be “closed out” before maturity date by entering an equal and opposite FRA to the same maturity date or, alternatively, by purchasing an option on an FRA for the equal and opposite amount to the same date
- Interest rate options must not be sold outright. However, 1:1 collar option structures are allowable whereby the sold option is matched precisely by amount and maturity to the simultaneously purchased option. During the term of the option, one side of the collar cannot be closed out by

itself, both must be closed simultaneously. The sold option leg of the collar structure must not have a strike rate “in-the-money”

- Purchased borrower swaptions must mature within 12 months unless specifically approved by the Finance and Audit Committee
- Interest rate options with a maturity date beyond 12 months, which have a strike rate (exercise rate) higher than 2.00% above the appropriate swap rate, cannot be counted as part of the fixed rate cover percentage calculation.

SECURITY

Council's borrowings and interest rate risk management instruments will generally be secured by way of a charge over Council's rate revenue. However, if it is considered advantageous, Council's borrowings and other financial arrangements may be on an unsecured basis, or secured by way of a charge over physical assets.

Physical assets will be charged only where:

- There is a direct relationship between the debt and the purchase or construction of the asset that it funds (eg, an operating lease, or project finance)
- The General Manager Business Services considers a charge over physical assets to be appropriate
- The Finance Manager ensures that the required register of charges and any associated documents are provided, filed and kept in accordance with the provisions of the Local Government Act 2002 and any other relevant legislation.

Council's utilisation of special funds as detailed in the Investment Policy will be on an unsecured basis.

DEBT REPAYMENT

The funds from all asset sales and operating surpluses will be applied to the reduction of debt and/or a reduction in borrowing requirements, unless Council specifically directs that the funds be put to another use.

Council will manage debt on a net portfolio basis at all times. This also applies to funds vested to Council for specific purposes as dictated by legislation.

CONTINGENT LIABILITIES

Council from time to time provides financial guarantees to community, sporting, cultural and similar non-profit organisations. Management ensures that the organisation is financially sound and the project is financially viable on a stand-alone basis.

Council's maximum liability is limited to \$1.2 million and \$300,000 for any single loan. Financial guarantees are given for a period of no more than 10 years.

Financial statements are received annually and Council is notified if the loan falls into arrears. Should any guarantee be called upon Council will take immediate steps to recover the money.

INVESTMENT POLICY

INTRODUCTION

Section 102(4)(c) of the Local Government Act 2002 requires Council to adopt an investment policy. The requirements of that policy are listed in section 105. The relevant legislation is reproduced below:

Section 105 Investment Policy

A policy adopted under section 102(4)(c) must state the local authority's policies in respect of investments including:

- *the objectives in terms of which financial and equity investments are to be managed; and*
- *the mix of investments; and*
- *the acquisition of new investments; and*
- *an outline of the procedures by which investments are managed and reported on to the local authority; and*
- *an outline of how risks associated with investments are assessed and managed.*

GENERAL POLICY

As Council is a net borrower of funds and applies surplus funds to debt repayment, investments are only maintained to meet specified business objectives. An example is the holding of minor equity investments in order to participate in selected local authority mutual funds for risk management purposes. The mix of investments held is outlined below. Investments are generally managed by Council's Financial Services Division, which monitors investments, assesses associated risks and reports monthly to Council's Strategic Leadership Team and quarterly to Council's Finance and Audit Committee.

LIQUID INVESTMENTS

For the foreseeable future Council will have a permanent net debt/borrowing position and will use flexible short-term working capital money market funding lines. Accordingly, it does not have any requirement to be in a surplus cash situation.

Therefore, any liquid investments must be restricted to a term that meets future cash flow projections. Any liquid investments must be placed within the counterparty credit limits specified in Council's Treasury Policy.

SINKING FUNDS

Council is no longer required to use sinking funds as a mechanism for loan repayments. Where practical, Council will actively pursue the cessation of contributions to existing sinking funds. Accordingly, the existing sinking funds established before 1 July 1998 will run down over their attributable lives to zero.

Given that Council will be a net borrower for the remaining lives of the existing sinking funds, the sinking funds should be used for internal borrowing purposes. This will negate any interest rate gap risk that occurs when Council borrows at a higher rate compared with the investment rate achieved by sinking funds. Such internal borrowings should be netted from the "net debt level".

A statement of sinking funds is prepared annually by the Sinking Fund Commissioners.

SPECIAL FUNDS

Liquid assets will not be required to be held against special funds. Instead, Council will manage these funds using internal borrowing facilities.

Accounting entries representing monthly interest accrual allocations will be made using Council's average weighted cost of funds for that period.

TRUST FUNDS

Trust Funds represent those administered by Council in terms of a bequest trust deed, or similar document that has been created by a third party. Such funds are to be separately invested and used for the express purpose for which they were intended.

EQUITY INVESTMENTS

Council's equity investments are restricted to minor strategic holdings in selected organisations and interests in several Council-controlled Organisations.

The objectives of Council-controlled Organisations are as defined in section 59 of the Local Government Act 2002, and as set out in their statements of intent approved by Council each year.

POLICY FOR REMISSION AND POSTPONEMENT OF RATES ON MAORI FREEHOLD LAND

INTRODUCTION

Maori freehold land is defined in the Local Government (Rating) Act 2002 as land whose beneficial ownership has been determined by a freehold order issued by the Maori Land Court. Only land that is the subject of such an order may qualify for remission or postponement under this policy.

Whether rates are remitted or postponed in any individual case will depend on the individual circumstances of each application. In general, a remission of rates will be considered, unless there is a reasonable likelihood that the subject land will be used or developed in the immediate future.

This policy has been formulated for the purposes of:

- Ensuring the fair and equitable collection of rates from all sectors of the community by recognising that certain Maori-owned lands have particular conditions, features, ownership structures, or other circumstances that make it appropriate to provide relief from rates.
- Meeting the requirements of Sections 102 and 108 and the matters in Schedule 11 of the Local Government Act 2002 to have a policy on the remission and postponement of rates on Maori freehold land.

OBJECTIVES

The objectives of this policy are:

- To recognise situations where there is no occupier or person gaining an economic or financial benefit from the land.
- To set aside land that is better set aside for non-use because of its natural features (whenua rahui).
- To recognise matters related to the physical accessibility of the land.
- To recognise and take account of the presence of waahi tapu that may affect the use of the land for other purposes.
- Where only part of a block is occupied, to grant remission for the portion of land not occupied.
- To facilitate development or use of the land where Council considers rates based on the rateable value make the use of the land uneconomic.

CONDITIONS AND CRITERIA

- Application for this remission or postponement should be made prior to commencement of the rating year. Applications made after the commencement of the rating year may be accepted at the discretion of Council.
- Owners or trustees making application should include the following information in their applications:
 - Details of the rating unit or units involved.
 - The objectives that will be achieved by providing a remission.
 - Documentation that shows the land which is the subject of the application is Maori freehold land.

- Council may of its own volition investigate and grant remission or postponement of rates on any Maori freehold land in the city.
- Relief, and the extent thereof, is at the sole discretion of Council and may be cancelled or reduced at any time.
- Council will give a remission or postponement of up to 100% of all rates, except targeted rates set for water supply or wastewater disposal, based on the following criteria:
 - The land is unoccupied and no income is derived from the use or occupation of that land.
 - The land is better set aside for non-use (whenua rahui) because of its natural features, or is unoccupied, and no income is derived from the use or occupation of that land.
 - The land is inaccessible and is unoccupied.
 - Only a portion of the land is occupied.
 - The property carries a best potential use value that is significantly in excess of the economic value arising from its actual use.

RATES POSTPONEMENT POLICY

INTRODUCTION

This policy is prepared under sections 102 and 110 of the Local Government Act 2002.

OBJECTIVE

To assist ratepayers experiencing extreme financial circumstances which affect their ability to pay rates.

CONDITIONS AND CRITERIA

- Only rating units used solely for residential purposes (as defined by Council) will be eligible for consideration for rates postponement for extreme financial circumstances.
 - Only the person entered as the ratepayer, or their authorised agent, may make an application for rates postponement for extreme financial circumstances. The ratepayer must be the current owner of, and have owned for not less than five years, the rating unit which is the subject of the application. The person entered on Council's rating information database as the 'ratepayer' must not own any other rating units or investment properties (whether in the district or in another district).
 - The ratepayer (or authorised agent) must make an application to Council on the prescribed form.
 - Council will consider, on a case-by-case basis, all applications received that meet the criteria described in the first two paragraphs under this section.
- When considering whether extreme financial circumstances exist, all of the ratepayer's personal circumstances will be relevant including the following factors: age, physical or mental disability, injury, illness and family circumstances.
 - Before approving an application Council must be satisfied that the ratepayer is unlikely to have sufficient funds left over, after the payment of rates, for normal health care and proper provision for maintenance of his/her home and chattels at an adequate standard as well as making provision for normal day-to-day living expenses.
 - Before approving an application Council must be satisfied that the ratepayer has taken all steps necessary to claim any central government benefits or allowances the ratepayer is properly entitled to receive to assist with the payment of rates.
 - Where Council decides to postpone rates the ratepayer must first make acceptable arrangements for payment of future rates, for example, by setting up a system for regular payments.
 - Any postponed rates will be postponed until:
 - The death of the ratepayer(s).
 - The ratepayer(s) ceases to be the owner or occupier of the rating unit.
 - The ratepayer(s) ceases to use the property as his/her residence.
 - A date specified by Council.
- Council, as authorised by section 88 of the Local Government (Rating) Act 2002, will charge an annual 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 and may vary from year to year. The fee that will be charged in the 2009/10 financial year is \$50.
 - Even if rates are postponed, as a general rule the ratepayer will be required to pay the first \$500 of the rate account.
 - The policy will apply from the beginning of the rating year in which the application is made although Council may consider backdating past the rating year in which the application is made depending on the circumstances.
 - The postponed rates 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 be entitled to have postponed pursuant to this policy.
 - Postponed rates will be registered as a statutory land charge on the rating unit title. This means that Council will have first call on the proceeds of any revenue from the sale or lease of the rating unit.

DELEGATIONS

Council will delegate authority to approve applications for rates postponement to particular Council officers.

RATES REMISSION POLICY

INTRODUCTION

In order to allow rates relief where it is considered fair and reasonable to do so, Council is required to adopt policies specifying the circumstances under which rates will be considered for remission. There are various types of remission, and the circumstances under which a remission will be considered for each type may be different. The conditions and criteria relating to each type of remission are therefore set out separately in the following pages, together with the objectives of the policy.

This policy is prepared under section 109 of the Local Government Act 2002 for consultation using the special consultative procedure laid down in section 83 of the same Act.

PART 1 – REMISSION FOR COMMUNITY, SPORTING AND OTHER ORGANISATIONS

Objectives of the Policy

- To facilitate the ongoing provision of non-commercial community services that meet the needs of the residents of the city.
- To facilitate the ongoing provision of non-commercial recreational opportunities for the residents of the city.
- To assist the organisations' survival.
- To make membership of the organisations more accessible to the general public, particularly disadvantaged groups. These include children, youth, young families, aged people, and economically disadvantaged people.

Conditions and Criteria

Council may remit rates where the application meets the following criteria:

- The policy will apply 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.
- The policy does not apply to organisations operated for private pecuniary profit.
- The policy will also not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting, or community services as a secondary purpose only.

- Applications for remission must be made in writing to Council prior to the commencement of the rating year. Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated.
- Organisations making application should include the following documents in support of their application:
 - Statement of objectives.
 - Financial accounts.
 - Information on activities and programmes.
 - Details of membership or clients.
- Any remission granted in relation to the general rate under this policy will not exceed 50% of the amount charged, unless exceptional circumstances exist.
- Any organisation being rated in any of the Community Facilities differential categories will not be eligible for any remission in relation to the general rate, unless exceptional circumstances exist.
- The policy shall apply to such organisations as are approved by Council as meeting the relevant criteria.
- No remission will be granted on targeted rates for water supply under this policy.
- Remission of targeted rates for wastewater disposal under this policy will only be granted as follows, to the types of organisations specified:
 - Places of Religious Worship will be charged for a maximum of two pans, except in circumstances where it is evident that there is regular weekday use of the building for non-worship purposes.
 - Child Care Facilities will be charged for a maximum of two pans.
 - Sports clubs will be charged for a maximum of two pans, unless the club holds a liquor licence.
 - No more than 200 pans are to be charged on any one property.



- Marae and other similar meeting places are to be charged for a maximum of two pans.
- In cases of doubt each application shall be referred to Council's Finance and Audit Committee for a final decision.

Delegations

Council may delegate the authority to make such approvals to particular Council officers as specified by a resolution of Council.

PART 2 – REMISSION OF PENALTIES ADDED TO UNPAID RATES

Objective of the Policy

To enable Council to act fairly and reasonably in its consideration of penalties on rates which have not been paid by the due date.

Conditions and Criteria

- Upon receipt of an application from the ratepayer, or if identified by Council, Council may remit a penalty where it considers that it is fair and equitable to do so. Matters that will be taken into consideration by Council include the following:
 - The ratepayer's payment history.
 - The impact on the ratepayer of extraordinary events.
 - The payment of the full amount of rates due.
 - The ratepayer entering into an agreement with Council for the payment of rates.
- Council reserves the right to impose conditions on the remission of penalties.

Delegations

Decisions on the remission of penalties may be delegated to Council officers or a Committee of Council. All delegations will be recorded in Council's delegations register.

PART 3 – REMISSION OF UNIFORM ANNUAL GENERAL CHARGES AND TARGETED RATES IN CERTAIN CIRCUMSTANCES

Objective of the Policy

Section 20 of the Local Government (Rating) Act 2002 provides for two or more rating units to be treated as one unit for setting a rate if the units are:

- In the same ownership.
- Used jointly as a single unit.
- Contiguous or separated only by a road etc.

This policy provides for the possibility of rates remission where the above three conditions are not all met, but where it is nevertheless considered inequitable for the rating units to be treated as separate.

In addition, it provides for remission of uniform annual general charges and/or targeted rates for water and wastewater in cases where a rating unit is liable for multiple charges, but it is considered inequitable or excessive to assess full charges.

Conditions and Criteria

- The units may be in separate ownership, but if they are contiguous and are used jointly as a single unit, they will be treated as a single unit.

- Contiguous rating units in the same ownership will be treated as a single unit where any of the following circumstances exist:
 - One unit is used as a private residence and the contiguous unit(s) is used solely as a garden or similar private part of the grounds only in connection with the residence.
 - One unit is used solely for vehicle parking in conjunction with a building on a contiguous rating unit in the same ownership.
- A rating unit used for residential purposes and which includes a separately inhabited part may apply to be treated as having only one separately used or inhabited part if the second part is occupied by a dependent member of the family of the owner.
- Owners wishing to claim a remission under this policy are required to make a written application and to supply such evidence as may be requested to verify that a remission should be granted under this policy. While a remission may be granted for the current year, no consideration will be given to applications relating to prior years.

Delegations

Council will delegate authority to consider and approve applications to Council officers.

PART 4 – REMISSION ON LAND PROTECTED FOR NATURAL, HISTORIC OR CULTURAL CONSERVATION PURPOSES

Objective of the Policy

To protect and promote significant natural areas, culturally significant sites, historic buildings, structures and places, and archaeological sites.

This policy will support the provisions of the District Plan where a number of these features have been identified.

Conditions and Criteria

- Ratepayers who own rating units which include significant natural areas, culturally significant sites, historic buildings, structures and places, and archaeological sites, including those identified in the District Plan, and who have voluntarily protected these features, may qualify for remission of rates under this part of the policy.
- Land that is non-rateable under section 8 of the Local Government (Rating) Act and is liable only for rates for water supply, wastewater disposal or refuse collection will not qualify for remission under this part of the policy.
- Applications must be made in writing. Applications should be supported by documentary evidence of the protected status of the rating unit, eg. a copy of the Covenant or other legal mechanism.

- In considering any application for remission of rates under this part of the policy Council will consider the following criteria:
 - The extent to which the protection and promotion of significant natural areas, culturally significant sites, historic buildings, structures and places, and archaeological sites will be promoted by granting remission of rates on the rating unit.
 - The degree to which the significant natural areas, culturally significant sites, historic buildings, structures and places, and archaeological sites are present on the land.
 - The degree to which the significant natural areas, culturally significant sites, historic buildings, structures and places, and archaeological sites inhibit the economic utilisation of the land.
- In granting remissions under this part of the policy Council may specify certain conditions before remission will be granted. Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.
- Council will decide what amount of rates will be remitted on a case-by-case basis subject to a maximum amount of 50% of rates owing per year.

Delegations

Applications for the remission for protection of heritage will be considered by a Committee of Council, acting under delegated authority from Council.

PART 5 – RATES REMISSION FOR ECONOMIC DEVELOPMENT

Objectives of the Policy

To promote employment and economic development within the city by offering rates remission to:

- encourage developments that assist new businesses to become established in the city, or
- encourage developments that assist existing businesses in the city to expand and grow.

This policy is one of a number of initiatives for businesses that Council has in place to assist in achieving the outcomes in its Economic Development Strategy.

Conditions and Criteria

This part of the policy applies to commercial and/or industrial developments that involve the construction, erection or alteration of any building or buildings, or other works intended to be used for industrial, commercial or administrative purposes. Residential developments will not qualify for remission under this part of the Remission Policy.

In order for an application for rates remission for economic development to be considered, applicants must meet all the criteria in either Part A (1) or Part A (2).

Each application made under Part 5 of the Rates Remission Policy – Economic Development will be considered on a case-by-case basis. Satisfaction of the criteria outlined in this policy does not guarantee a remission of rates. The final decision to grant a remission of rates will be at Council's sole discretion.

Part A

1 GENERAL CRITERIA

- The development must be of strategic importance for the future economic development of the city. This may be demonstrated by the scale, type or nature of the development.
- The development will create new employment opportunities. Generally a development targeted at a new business would be expected to create at least 50 new full-time-equivalent jobs to Lower Hutt. Developments that target an existing business would be expected to increase its full-time equivalent staff numbers by:
 - over 50% of existing full-time-equivalent jobs; or
 - at least 50 new full-time-equivalent jobs, whichever is the lesser.
- The development is unlikely to be in competition with existing businesses. Generally the applicant will be required to demonstrate that the development will create little or no competition with existing businesses, or that there is unfulfilled demand in the market for the type of business that will be targeted.
- The development will bring a significant amount of new capital investment into the city. The amount of new investment should be not less than \$2,500,000 unless the business falls within the category identified in 2 below. Consideration will be given to the extent that the new development would increase the rating base.

2 CRITERIA REGARDING INNOVATIVE OR RARE TYPES OF BUSINESS FOR LOWER HUTT USING ADVANCED SCIENCE AND/OR ADVANCED TECHNOLOGY

Developments that attract innovative or rare types of business for Lower Hutt using advanced science and/or advanced technology are likely to be more favourably considered for remission. Where this type of business does not initially create 50 new full-time-equivalent jobs or invest at least \$2,500,000 of new capital investment:

- The development must be of strategic importance for the future economic development of the city. This will be demonstrated by the advanced science and/or advanced technology nature of the development.
- The development is unlikely to be in competition with existing businesses. Generally the applicant will be required to demonstrate that the development will create little or no competition with existing businesses, or that there is unfulfilled demand in the market for the type of business that will be targeted.
- The applicant must demonstrate, through recognised research and development programmes and/or through ownership or access to recognised intellectual property rights, that it has a realistic future potential to create at least 50 new full-time-equivalent jobs and at least \$2,500,000 of future new capital investment within 3 years.

To further assist in considering applications for remission under this part of the policy Council will also have regard to the extent applications meet all or some of the additional guidelines outlined in Part B.

Part B – Additional Guidelines

These additional guidelines have been developed to assist in assessing the suitability of an application for rates remission and in determining at what level, if any, rates remission should be set. Only when an application has been shown to meet the mandatory criteria outlined in Part A (1) or Part A (2) will the additional guidelines in Part B be applied (as applicable).

- The development attracts businesses that demonstrate a long-term commitment to remain and operate in the city. Property ownership or a long-term lease of property may be accepted as a proof of commitment.
- The development protects or retains cultural aspects of the city, e.g. maintains and protects a heritage building.
- The development adds new and/or visually attractive infrastructure/ buildings to the city.
- The development has minimal impact on the environment in terms of air, water or soil.
- It is likely that any remission granted would provide encouragement or impetus to proceed with the development.

Application Process

Applications must be made in writing and received allowing sufficient time to be considered by Council prior to the commencement of construction.

Commencement of construction will be deemed to have occurred when the activity for which a building consent has been issued has commenced.

For the purposes of this policy a development is any project or group of projects requiring one or more building consents that, as a body of work, occurs within a similar timeframe, and that stands alone as a complete activity in and of itself.

This policy does not exclude the potential for more than one development to occur on the same site.

Applications must be supported by:

- A description of the development
- A plan of the development (where possible)
- An estimate of costs of the development
- An indication of the businesses that will be attracted by the development
- An estimate of the likely number and type of jobs created by the development
- Evidence that the jobs (positions) created are new to Lower Hutt
- An environmental impact report (if applicable)
- Evidence of ownership or access to intellectual property rights (if applicable)
- Evidence of future commercial potential of use of that intellectual property (if applicable).

Where the applicant is not the owner or the ratepayer of the property, the applicant must provide written proof of support from the property owner. If the applicant is a lessee then the lease expiry date should be stated, as well as any rights of renewal etc.

In considering applications Council may decide to seek independent verification of any information provided on an application.

Each application made under Part 5 of the Rates Remission Policy – Economic Development will be considered on a case-by-case basis. Satisfaction of the criteria outlined in Part A (1) or Part A (2) does not guarantee a remission of rates. The final decision to grant a remission of rates will be at Council's sole discretion. Remissions granted will generally be not less than 50%, and may be up to a maximum of 100% of the rates

levied by Hutt City Council on the capital value of the new investment only, and for up to a maximum remission period of three years.

In granting remissions under this part of the policy Council may in its discretion specify certain conditions before the remission will be granted having regard to the criteria and the application process in this policy. Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

Delegations

Applications for a remission of rates for economic development will be decided by full Council. Council may elect to refer all or part of an application to a Committee for additional review and recommendation.

PART 6 – REMISSION FOR RESIDENTIAL LAND IN COMMERCIAL OR IN INDUSTRIAL AREAS

Objective

To ensure that owners of residential rating units situated in commercial or industrial areas are not unduly penalised by the zoning decisions of this Council and previous local authorities.

Conditions and Criteria

To qualify for remission under this part of the policy the rating unit must:

- Be situated within an area of land that has been zoned for commercial or industrial use. Ratepayers can determine the zoning of their property by inspecting the District Plan, copies of which are available at Council offices.

- Be listed as a "residential" property for differential rating purposes. Ratepayers wishing to ascertain whether their property is treated as a residential property may inspect Council's rating information database at Council offices.

Those ratepayers wishing to claim remission under this part of the policy must make an application on the prescribed form (available from Council offices).

The application for rates remission must be made to Council prior to the commencement of the rating year. Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated.

If an application is approved Council will direct its valuation service provider to inspect the rating unit and prepare a valuation that will treat the rating unit as if it were a comparable rating unit elsewhere in the district. The ratepayer may be asked to contribute to the cost of this valuation. Ratepayers should note that the valuation service provider's decision is final and there are no statutory rights of objection or appeal for values done in this way.

The amount of remission granted under this part of the policy will be limited to the difference between the rates charged on the original value, and the rates chargeable on the valuation of the rating unit as a house in a residential area.

Delegations

Applications for remission under this part of the policy will be determined by officers of Council, acting under delegated authority from Council as specified in the delegations register.

PART 7 – REMISSION OF WASTEWATER CHARGES TO SCHOOLS

Objective

To provide relief and assistance to educational establishments as defined in the Rating Powers (Special Provision for Certain Rates for Educational Establishments) Amendment Act 2001 in paying charges for wastewater services.

Conditions and Criteria

- ➔ This part of the policy will apply only to educational establishments as defined in the 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 wastewater charge to any educational establishment in any one year will be the lesser of either:
 - (a) The amount of the targeted rate for wastewater, calculated based on the actual number of toilet pans in the establishment.
 - (b) The amount of the targeted rate for wastewater calculated based on a notional number of toilet pans in the establishment, determined according to the following formula:
 - ➔ Based on the establishment's water consumption for the previous financial year, each 200 cubic metres of water used, or part thereof, shall count as one toilet pan.
- ➔ Where the charge made is based on the notional number of toilet pans, the amount of the remission allowed will amount to the difference between the calculations set out in a and b above.

PART 8 – REMISSION OF RATES AND CHARGES ON LAND AFFECTED BY NATURAL CALAMITY

Objective

To provide relief and assistance to any ratepayer where the use that may be made of any rating unit has been detrimentally affected by erosion, subsidence, submersion, or other natural calamity.

Conditions and Criteria

- ➔ This part of the policy will apply to any rating unit affected by natural calamity.
- ➔ In the case of residential rating units, up to 100% of all rates and charges, including charges made for water and wastewater services, may be remitted for the period during which the buildings are uninhabitable.
- ➔ In the case of all other rating units, up to 100% of all rates and charges, including charges made for water and wastewater services, may be remitted for the period during which the rating unit is unable to be fully utilised, or utilised to the same extent as it was prior to the occurrence of the natural calamity.
- ➔ Applications are required to be made in writing by the ratepayer.
- ➔ Applications will generally only be considered for assistance where the rating unit is uninhabitable or unusable for a period exceeding one month.
- ➔ The application must describe the nature of the natural calamity, and outline the steps that the owner has taken, or will be taking, to return the rating unit to a usable state, and provide an estimate of the time the rating unit is expected to be affected.

- ➔ The amount of remission granted in any individual case will be determined based on the severity of the damage to the rating unit, as well as the individual circumstances of the ratepayer and the financial circumstances of Council.
- ➔ Applicants for a remission under this part of the policy will also be deemed eligible to be considered for a postponement of rates under the Rates Postponement Policy. Assistance granted may therefore be in the form of either a postponement or a remission of rates, or a combination of both, whichever is most appropriate in the individual circumstances.
- ➔ Any rates postponed on rating units affected by natural calamity may at a later date be considered for a remission under this policy, when the full extent and duration of the event has become more clearly defined.
- ➔ All applications must be made in writing by the ratepayer within three months of the event.

Delegations

Applications for remission under this part of the policy will be decided by a Committee of Council, acting under delegated authority.

CORPORATE ASSET MANAGEMENT POLICY

PURPOSE

The intent of this policy is to set out a broad framework for the management of Council assets, such that Council services meet community expectations of time, quality and value for money now and in the future.

CORPORATE FRAMEWORK

The policy reflects Council's vision, community outcomes and performance targets as written in the Long Term Council Community Plan.

Council's vision for the Hutt City Council is "A better city, everyday". Council is committed to the continued achievement of this vision and has identified five priority areas and objectives that are crucial to the Hutt City Council's success. These are:

Core Services and Community Engagement	<ul style="list-style-type: none"> → Delivering excellent and innovative services that provide value for money → Engaging with residents to ensure our key projects and decisions reflect our communities' values
Staff	<ul style="list-style-type: none"> → Staff will have the skills, information and tools they need to do their jobs
Growth and Development	<ul style="list-style-type: none"> → Leading the city's growth and development to ensure a vibrant and thriving Hutt City
Environment	<ul style="list-style-type: none"> → Being an environmental sustainability leader and responding to the changing social and economic climate
Regional Co-operation	<ul style="list-style-type: none"> → Working in partnership with others to deliver shared services and contribute to regional initiatives

The above vision statement and corporate objectives are about the delivery of services to the stakeholders of the City. In order to deliver these services, appropriate and well maintained assets are necessary. The Council's Asset Management Policy will complement and build upon the LTCCP and through its continued implementation and more formalised approach to asset management, principles and methodology, Council will achieve the following:

- Clear direction and 'ownership' of asset management,
- Better and more informed decision-making by Council, staff and the community,
- Integration of resources and knowledge and the ability to plan for present and future generations, including a more comprehensive approach to risk management,
- A framework to implement continuous improvement in asset management practice,
- Enhanced ability to understand and meet community needs and expectations,
- Achievement of legislative and regulatory requirements.

LIFECYCLE ASSET MANAGEMENT POLICY

Understanding Customer Expectations

- The Council will complete regular customer surveys or satisfaction surveys in all of their service provision areas to determine the community's service standard expectations. The Community Survey may be sufficient to fulfil this requirement, but asset managers may choose to seek additional input.
- Regular reports setting out the results of surveys, reviews and achievement of levels of service etc will be prepared and made accessible to stakeholders.

Asset Planning and Budgeting

- All assets will be managed in accordance with the International Infrastructure Management Manual published by the Association of Local Government Engineering NZ Inc (INGENIUM) and the National Asset Management Steering (NAMS) Group.
- Budget allocations for new capital and cyclic renewals will be made subject to Council's approval via the LTCCP process.
- All capital expenditure will be judged on a life cycle cost approach.
- Asset renewal and maintenance programs will be met prior to any new or additional assets being considered except where such a course of action has been clearly signalled and consulted on through the LTCCP process.
- Council will periodically review all its asset stock and identify opportunities for asset rationalisation.
- Preventative maintenance programs will be undertaken on all infrastructure and other assets to ensure that the lowest lifecycle cost is achieved and asset service potential is optimised.

Asset Operations and Maintenance

- Maintenance plans shall be developed for all asset groups using asset condition data and shall incorporate a cost benefit approach as appropriate.
- Council will encourage all services to benchmark their asset maintenance plans and life cycle management techniques to ensure that the Council is adopting best practice.

Risk Assessment and Management

- All staff responsible for and involved in activities associated with the management of the City's assets will be trained to an appropriate level to ensure that risk assessment practices are applied.
- A risk management strategy is a necessary part of the asset management plan for each group of assets and must be specific to the assets in question. Each manager responsible for an asset group will annually assess their overall business risks and determine the most appropriate strategies to manage these.

Asset Accounting and Costing

- The Council will maintain a detailed register of all owned assets.
- These assets will be revalued at intervals of no less than 5 years.
- Effective useful life (being the lesser of the physical and economic life) will be assigned to each of these assets with the written down value and depreciation value determined in accordance with the NZ equivalent of the International Financial Reporting Standards (IFRS)
- Depreciation charges shall be calculated for all assets on an appropriate basis. The basis for determination of depreciation shall be subject to review with the objective being to use a method that best reflects that change in service potential as a result of consumption of the asset.
- All costs will be determined on an accurate accrual basis and any cost subsidies or compliance costs will be clearly defined and transparent.

Asset Management Plans

- Council will develop Asset Management Plans for each group of assets. Specifically Asset Management Plans will be prepared for Organisational Assets, Rooding, Landfills, Pools, Property, Water Supply, Local Wastewater, Stormwater, Trunk Wastewater, and Parks and Gardens.
- As far as possible, Asset Management Plans will be consistent with other Council strategies and planning documents. Inconsistencies will be highlighted where these are unavoidable. In particular Asset Management Plans should demonstrate the links between the Asset Management Plan, the District Plan, regional growth strategies and the Sustainability Strategy.
- The level of sophistication for each Asset Management Plan will be commensurate to the value, complexity and criticality of each asset class. However, all Asset Management Plans will be subject to continuous improvement.
- Staff responsibilities for Asset Management Plan activities shall be included in the Asset Management Plans and also reflected in individual position descriptions.

Asset Management Working Group

- A multi-disciplinary and cross functional Asset Management Working Group will be established to assist with the ongoing review and improvement of corporate asset management.
- The asset management working group shall include Managers with functional responsibility for development of the various activity asset management plans, a Finance team representative and a Strategic Development team representative.

ASSET MANAGEMENT ROLES AND RESPONSIBILITIES

To achieve this policy the following key roles, responsibilities and commitments have been identified.

Council

- To act as overall stewards for infrastructure assets that are owned or controlled by Council.
- To set the Corporate Asset Management Policy and vision with linkage to the LTCCP.
- To approve and review Asset Management Plans.
- To ensure appropriate resources and funding are provided, to allow services to be delivered and assets maintained, renewed and developed in line with the LTCCP.

Strategic Leadership Team (SLT)

- To foster and support the Asset Management Working Group.
- To ensure that accurate and reliable information is presented to Council for decision-making.
- To monitor the performance of staff in implementing asset management activities and ensure that staff are appropriately trained in asset management practice.
- To ensure that the community and key stakeholders input is incorporated into Asset Management Plans.

Asset Management Working Group

- To implement and continuously review, and where necessary recommend changes to, the corporate Asset Management Policy.
- To develop and implement an asset management workplan with a view to having all asset management plans reflect the corporate approach by 2011 and thereafter to ensure regular review of all asset management plans (including adherence to levels of service and other performance targets).
- To develop a 'community of asset management expertise' within Council. As such, this group will share learnings and champion organisational wide asset management planning. They will also:
 - provide practical advice during the development or review of any asset management plan, and
 - encourage continuous improvement, innovation and effective methods to improve asset management practice.
- To make submissions to SLT on the priority of Capital Works projects as part of the annual budget process.
- To meet monthly, and report to the SLT and to Council as required.

DEFINITIONS

These definitions are intended to define terms used in this Community Plan in plain English. For legal definitions see the Local Government Act 2002.

Appropriation/Appropriated

Money that has been set aside from, or brought into, an operating or revenue account.

Asset

Something of value that Council owns on behalf of the people of Hutt City, such as roads, drains, parks and buildings.

Asset Management Plan

A long term plan for managing an asset to ensure that its capacity to provide a service is kept up, and costs over the life of the asset are kept to a minimum.

Capital Expenditure

Expenditure that will increase the value of Council's assets.

Capital Value

Value of land including any improvements.

Community Boards

Local elected bodies set up under the Local Government Act. Community boards are consulted by Council and can represent community concerns to Council. Hutt City Council has three community boards: Eastbourne, Petone and Wainuiomata.

Community Committees

Local committees set up by Council. Community committees are consulted by Council and can represent community concerns to Council. Hutt City Council has two community committees: Central/West and North/East.

Community Outcome

An outcome for the community that is identified as a priority.

Council-Controlled Organisations (CCOs)

Companies in which Council is at least 50% shareholder that independently manage facilities and deliver services and undertake developments on behalf of the Hutt City community. Where necessary, Council funds these organisations.

Council-Controlled Trading Organisations (CCTOs)

CCOs that operate a trading undertaking for the purpose of making a profit.

Employee Costs

Expenditure on staff. This includes wages, salaries and related taxes, training and recruitment costs. Remuneration of elected and appointed representatives is also included under this heading.

Financial Year

Council's Financial Year runs from 1 July to 30 June of the following year.

Forecast Financial Statement

This is a ten-year plan for Council's revenue and expenditure, cash flows, and borrowing programme.

Land Value

Value of land, excluding any improvements.

Local Government Act 2002

The key legislation that defines the powers and responsibilities of local authorities like Hutt City Council.

Long Term Council Community Plan or Community Plan

A plan that describes the activities of the local authority, the community outcomes and long term focus for the decisions and activities of the local authority.

Maintenance Costs

Expenditure in relation to repairs and maintenance of Council's assets.

Mana Whenua

People with the mana of the land.

Nga Tekau o Poneke – Wellington Tenths Trust

Local tangata whenua with inherited land ownership in Wellington and Hutt Valley and kinship to Northern Taranaki Te Atiawa.

Operating Expenditure

Expenditure for the normal services of Council.

Operating Projects

Significant projects that do not result in the creation of Council assets.

Performance Measure

A measure that shows how well Council is doing in achieving the goals it has set for itself.

Rates

Funds collected by Council from levies on property. These are based on the capital value of the property but the term is often used to also include Uniform Annual General Charges and Targeted Rates.

Significance

Degree of importance of the issue, proposal, decision or matter as assessed by the local authority in terms of its likely consequences for the current and future social, economic, environmental or cultural wellbeing of the community.

Supplier Costs

Expenditure for the purchase of general goods and services.

Support Costs

The internal allocation of expenditure incorporated in Activity 18 – Managing Services.

Taonga

A highly prized resource.

Targeted Rates

Any rate levied, other than the general rate, which is targeted at users of a service such as water supply, wastewater and the Jackson Street Programme.

Te Atiawa

Local tangata whenua with inherited land ownership and kinship to northern Taranaki Te Atiawa.

Te Runanganui o Taranaki Whanui ki te Upoko o te Ika a Maui

A representative Maori Council made up from local tangata whenua and representing the eight Taranaki tribes within the Wellington region.

Te Taurahere o Te Awakairangi

The Hutt Valley branch of Te Runanganui o Taura Here ki te Whanganui a Tara which represents 23 tribal groups in the greater Wellington region.

User Charges

Income to Council through fees paid by those who use specific services provided by Council.



CONTACT DETAILS

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Email: contact@huttcity.govt.nz

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War Memorial Library

Address: Cnr Queens Drive & Woburn Road
Lower Hutt

Telephone: (04) 570 6633

Eastbourne Community Library

Address: Rimu Street
Eastbourne

Telephone: (04) 562 8042

Moera Community Library

Address: Cnr Randwick Road & Randwick Crescent
Moera

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Naenae Community Library

Address: Hillary Court
Naenae

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Petone Community Library

Address: Britannia Street
Petone

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Stokes Valley Community Library

Address: Scott Court
Stokes Valley

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Taita Community Library

Address: Taine Street
Taita

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Wainuiomata Community Library

Address: Queen Street
Wainuiomata

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MAYOR AND COUNCILLORS

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KEY:

(I) Independent
 (OCOF) Our City Our Future
 (TRW) Team Ray Wallace



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 Derek Wilshere (Deputy Chair): 562 7920
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 Murray Gibbons: 562 8567
 Geoff Rashbrooke: 568 4988

PETONE COMMUNITY BOARD

Gerald Davidson (Chair): 938 3723
 Michael Lulich (Deputy Chair): 977 3166
 Kelly Barratt: 021 289 0088
 Mason Branch: 569 1270
 Richard Cole: 586 1113
 Vera Ellen: 938 1946

WAINUIOMATA COMMUNITY BOARD

Margaret Willard (Chair): 973 1378
 Terry Stallworth (Deputy Chair): 564 9081
 Jim Manu: 564 7366
 Marcia Ngarimu: 564 7706
 Tracey Pollard: 564 3021
 Kevin Small: 564 6841

CENTRAL/WEST COMMUNITY COMMITTEE

Christopher Milne (Chair): 586 3890
 Desiree Mulligan (Deputy Chair): 938 9525
 Kathryn Fitzpatrick: 586 6075
 Sue Lafrentz: 567 0856
 Rick Mooney: 586 1895

NORTH/EAST COMMUNITY COMMITTEE

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