

“A great place to live, work and play”



The Strategic Plan 2000 – 2010 is the Council’s umbrella policy document detailing the vision for Hutt City. It provides the direction behind all the Council’s plans and policies and gives a long term focus to all the activities of the Council.

The Strategic Plan has four key areas:

PEOPLE

GOALS

Hutt City is recognised as a great place to grow up, raise a family and retire.

Hutt City Council acknowledges the role of Te Atiawa in a community that has a diverse multicultural population who enjoy living here.



INFRASTRUCTURE

GOALS

All residents have access to high quality basic infrastructural services and facilities provided in the most healthy, timely and equitable manner throughout the City.

Hutt City infrastructural services are the best overall for quality, service and price of all the urban cities in New Zealand.



ENVIRONMENT

GOALS

A City where the environment is healthy and accessible.

A City where sustainable development is managed and encouraged.

ECONOMY

GOALS

Hutt City encourages a strong, enterprising and diverse economic base.

The programme and budget contained in this Annual Plan have been developed to give effect to these strategic goals.

VISION FOR THE CITY



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ANNUAL PROGRAMME AND BUDGET

This section gives an overview of the Annual Plan, its financial impacts and key issues. It includes commentaries from the Mayor and Chief Executive, and information on rate changes. There are also summaries on key Council principles and policies.

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HUTT CITY COUNCIL

THE MAYOR

John Terris
Telephone: 566 3175

CHIEF EXECUTIVE

Rik Hart
Telephone: 570 6666

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The Manager,
The Corporate
Information Centre,
Hutt City Council,
Private Bag 31 912,
Lower Hutt

ISSN 1171-8390

An Election Reminder to all Residents and Ratepayers

LOCAL AUTHORITY ELECTIONS WILL BE HELD IN OCTOBER 2001

This is your chance to help determine:

- who is elected as Hutt City's Mayor
- who are elected as Hutt City's Councillors
- who are elected as community representatives for Hutt City
- who are elected as Hutt City's Wellington Regional Councillors.

This election you will also be able to vote for representatives on the Local Area Health Board.

By law, you must enrol as a voter if you are qualified to do so. You must be enrolled in order to vote in New Zealand Parliamentary or Local Authority elections.

You are qualified to enrol if:

- you are 18 years old or older, and
- you are a New Zealand citizen or permanent resident, and
- you have lived in New Zealand for one-year or more without leaving the country.

To check if you are on either the General Electoral Roll or Maori Electoral Roll (and that your details are correct), visit the Council's Customer Service Centre at 30 Laings Road, Lower Hutt or use the Internet - www.elections.org.nz

If you need to enrol, you can:

- enrol through the Internet - www.elections.org.nz
- pick up a form from any New Zealand Post Shop
- phone the Electoral Enrolment Centre toll-free on 0800 ENROL NOW (0800 36 76 56).

IT'S YOUR COMMUNITY – WHO DO YOU WANT TO REPRESENT YOU?

“A Great Place to Live, Work and Play”



The Council is committed to maintaining services, providing better facilities where appropriate, identifying efficiencies and reducing debt. Our main aim is to ensure these goals are achieved in the short and longer term and that our ratepayers continue to receive value for their money.

As always, we will be making sure that the money the Council collects from you is spent on the things the community really needs and wants. Our programme for 2001/2002 is about protecting the standards of services, reducing the debt and holding the level of rates. We want to build on our achievements and work towards a more prosperous Hutt City so that residents have greater opportunities for both work and leisure. We also want to create a City that is more attractive to businesses and visitors. To that end we are revitalising Jackson Street, upgrading the Walter Nash Stadium, and continuing the refurbishment of the Little Theatre.

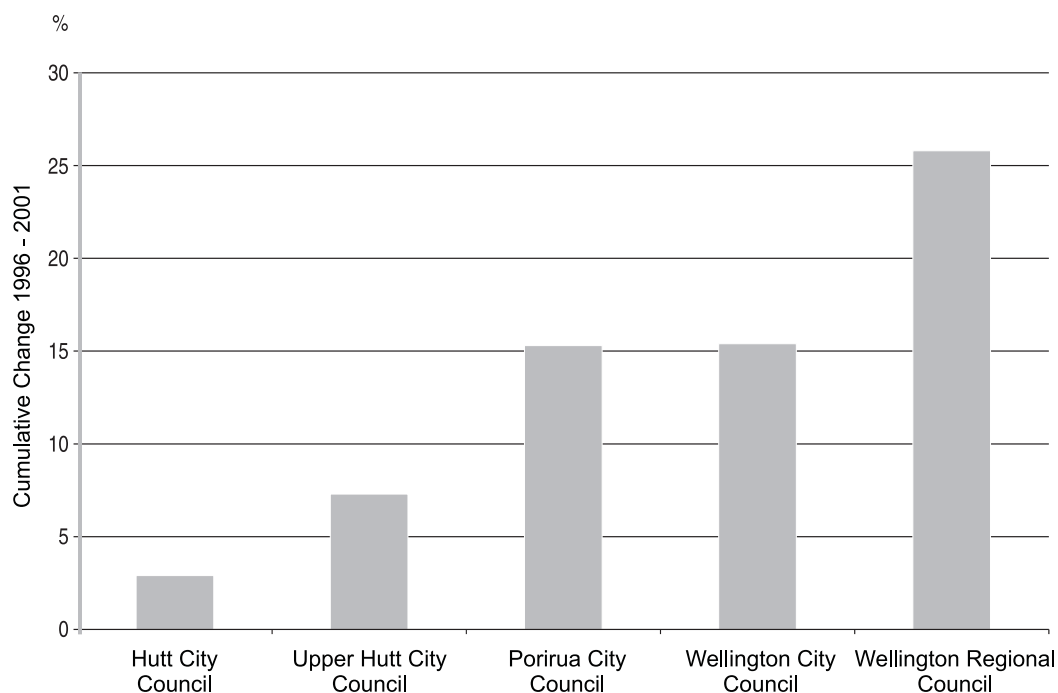
These goals will help foster the growth and development we need to truly reflect our vision for Hutt City as “A Great Place to Live, Work and Play.” We appear to be succeeding, with the City attracting more investment in jobs, and visitors being very complimentary of enhancements such as the Civic Gardens and the Petone foreshore developments. Nor have we neglected social needs, with more money for Youth and Marae initiatives.

THE ANNUAL PLAN

There were many demands facing Councillors as they decided on a new work programme and budget for 2001/2002. The Council must adhere to the legal requirements to properly maintain services and account for such things as depreciation. Alongside these requirements are requests for increased spending in some areas, pressures from increased operating costs and demands to reduce the City’s debt levels.

This Council has held the overall level of residential rates in this financial year. Our track record over the past few years shows that we are indeed a Council that is committed to prudent financial management. In comparison to many other urban local authorities, Hutt City Council has consistently had some of the lowest rates movements over recent years.

CUMULATIVE CHANGE IN RATES IN THE WELLINGTON REGION FROM 1996 TO 2001



This year, our work programme and budget have been developed within the framework of having no increase in total rates income. We have worked hard to identify further efficiencies and the Council is now in a position to effectively absorb the 2001/2002 charge for Project Pencarrow, the City's new Wastewater Treatment Plant.

PROJECT PENCARROW (OUR NEW WASTEWATER TREATMENT PLANT)

Public consultation indicated that the community preferred the charge for this new level of service to be phased in over five years. For 2001/2002, the Council has increased its sewage charges by \$24 (year two of the five-year phase-in of the \$120 charge for Project Pencarrow). However, the Council has reduced its general rate requirement by an equivalent amount so that ratepayers do not face an overall increase in rates.

FIXED CHARGES

In total, fixed charges will be very similar to those set for the last financial year. Although the charge for sewage increased, the Council has decided not to have a Uniform Annual General Charge levied in 2001/2002. This means fixed charges have decreased from \$546.00 to \$540.40 per property.

THE CITY'S LONG TERM FINANCIAL STRATEGY

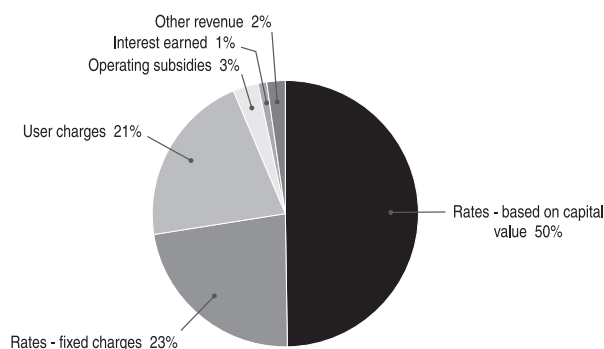
An updated Long Term Financial Strategy for 2001 – 2011 is included as part of this Annual Plan. This Long Term Financial Strategy is based on a gradual reduction in discretionary capital expenditure (from \$4.7 million in 2001/2002 to an average of \$3.5 million from 2003/2004 onwards), a net debt target of \$38.4 million by 30 June 2011 and a zero rates movement over the ten-year period.

This framework was proposed after the community was given an opportunity to comment on what they thought was an appropriate balance between rates and debt. The Council carefully considered the results of this public consultation and the Long Term Financial Strategy now reflects a compromise position which acknowledges the majority of the views expressed.

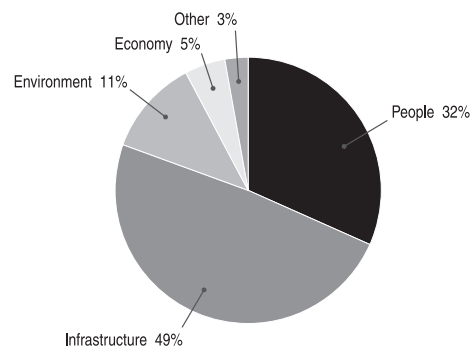
IN GENERAL

The programme of works outlined in this Annual Plan will protect the long term value of the assets the Council owns on your behalf. Assets such as roads, sewers, pools and parks are carefully managed so they provide the services needed and maintenance costs are appropriately spread over the life of the assets. There are also a number of projects that will enhance current services. Examples are improvements to Jubilee Park and Percy Scenic Reserve, "Kea crossings" for Schools, pedestrian steps in Stokes Valley and improvements to alleviate flooding in the Wingate area. We are sure you will enjoy these improvements to your City's resources.

HUTT CITY COUNCIL REVENUE



HUTT CITY COUNCIL OPERATING EXPENDITURE



John Terris
MAYOR
On behalf of the Council

Mayor and Councillors



John Terris
Mayor (CV)

Phone: 566 3175
Business: 570 6932
Fax: 566 7027

(I) Independent
(CV) City Vision - Terris' Team
(PF) Positive Focus

You can write to the Mayor or any Councillor:

c/o Hutt City Council
Private Bag 31 912
LOWER HUTT

Councillor Pat Brosnan (I)
Deputy Mayor, Northern Ward
Phone: 563 8392
Fax: 563 8392



Councillor Cathie Eady (I)
Wainuiomata Ward
Phone: 564 7752

Councillor John Austad (CV)
Central Ward
Phone: 569 3804
Fax: 566 1220



Councillor Angus Finlayson JP (CV)
Northern Ward
Phone: 566 5046
Fax: 566 2082
Mobile: 025 453 035

Councillor Joy Baird JP (I)
Harbour Ward
Phone: 568 3225
Fax: 569 3350



Councillor Ross Jamieson JP (I)
Harbour Ward
Phone: 562 7231
Fax: 562 7231
Mobile: 025 427 319

Councillor Glenda Barratt (CV)
Central Ward
Phone: 567 8816
Fax: 567 2703
Mobile: 021 128 9377
E-mail: clive.barratt@xtra.co.nz



Councillor David Ogden (CV)
Western Ward
Phone: 569 2058
Fax: 566 5150
E-mail: david@ogden.co.nz

Councillor Margaret Cousins JP (I)
Western Ward
Phone: 586 2135



Councillor Roger Styles (CV)
Eastern Ward
Phone: 934 3270
Fax: 934 3271
Mobile: 025 800 072
E-mail: styles.r@paradise.net.nz

Councillor Scott Dalziell JP (PF)
Eastern Ward
Phone: 567 1022
Mobile: 025 241 1077
E-mail: dalziell@voyager.co.nz



Councillor Ray Wallace JP (I)
Wainuiomata Ward
Phone: 970 5337
Business: 564 5282
Mobile: 021 456 853

As the new Chief Executive of Hutt City Council, this is my first introduction to the City's Annual Plan process. I am delighted to be resident back here in the City and excited about its prospects in the 21st Century. The current Council has achieved a lot in terms of financial control and debt reduction with the result that the City is now on a sound financial footing. As a place that has much to offer both residents and businesses, I am confident that we can build on its strengths to ensure that Hutt City is without question a great place to live, work and play.

FINANCIAL FRAMEWORK

In October 2000, the Council approved a set of budget guidelines, which defined the overall financial parameters for the 2001/2002 financial year. These guidelines required:

- a zero increase in the residential rate requirement
- the generation of a surplus
- achievement of balanced cash flows
- net debt levels within the target set out in the Long Term Financial Strategy
- asset sales to achieve the total target of \$75 million as soon as practicable
- containment of discretionary capital expenditure to \$5.6 million, (excluding carry overs, Project Pencarrow, and reserve funded projects)
- the maintenance or improvement of current levels of service.

These guidelines have been followed in the preparation of this Annual Plan. Discretionary capital expenditure of \$4.7 million has been committed for 2001/2002.

RATES

The Annual Plan the Council has adopted for 2001/2002 reflects no increase in total rates income. There is a small reduction in the level of fixed charges for 2001/2002, decreasing from \$546.00 to \$540.40 per property.

SERVICE LEVELS

Service levels will continue to be maintained to high standards and this Annual Plan provides for some increases in current service levels. Our commitment to our customers is formally documented in this Annual Plan, along with the Council's history of average customer satisfaction levels achieved over the past seven years. We are proud of our past record and will be working hard to maintain high customer satisfaction ratings.

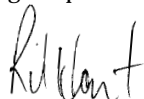
PROJECT PENCARROW

During the 2001/2002 financial year, the City's biggest project in recent times will be completed. Project Pencarrow is the new wastewater treatment plant currently being constructed in Seaview. The plant will treat all of Hutt Valley's and Wainuiomata's wastewater. This project was a joint initiative with Upper Hutt City Council, who is contributing to the construction and operating costs. Everything is on target and the new treatment plant is scheduled to start up by March 2002. A significant improvement in the quality of wastewater discharged at Pencarrow Head and reduction of odour will ultimately mean a much cleaner marine environment around our City. Also the existing Wainuiomata treatment plant will be closed and discharge to the Wainuiomata River will cease. This will result in a major improvement to Wainuiomata River water quality and eliminate odour from the aging treatment plant.

In summary, I would like to restate the Council's commitment to ensuring:

- prudent management of the City's finances
- maintenance and improvement of service delivery
- development of communities, businesses and our local environment.

Thank you to all those who provided the Council with feedback on the Draft Annual Plan. I look forward to helping ensure the City continues to move further towards its long term goals of making Hutt City a great place to live, work and play.



R.I.K. (Rik) Hart

CHIEF EXECUTIVE

On behalf of the Staff

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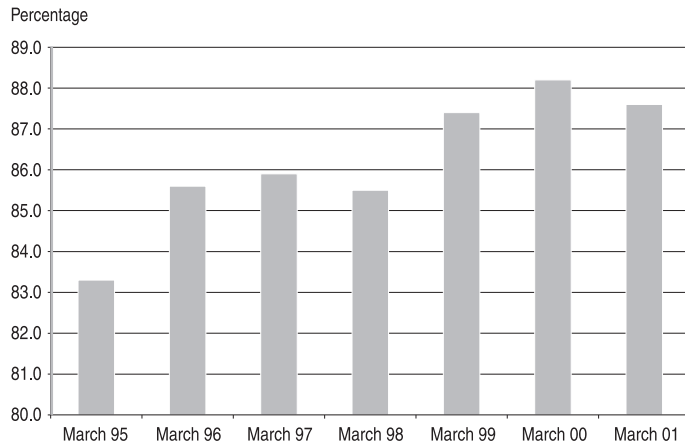
R.I.K. (Rik) Hart

CHIEF EXECUTIVE

On behalf of the Staff

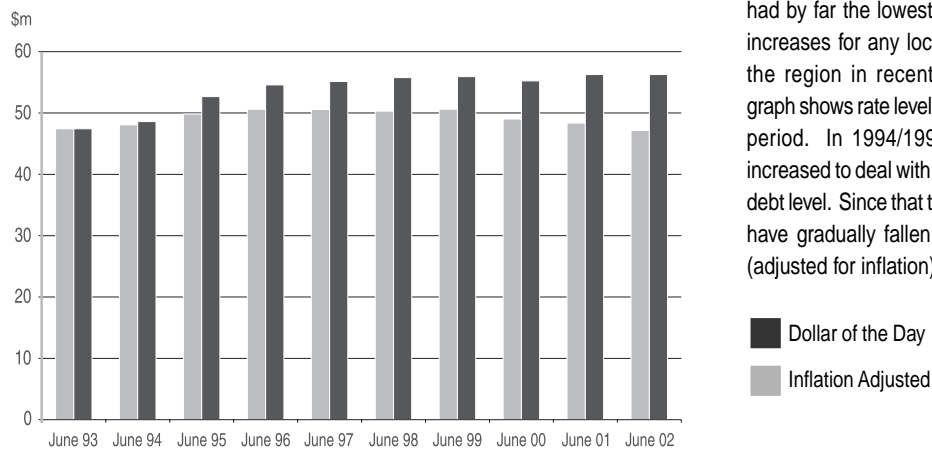
Summary of Key Measures

CUSTOMER SATISFACTION LEVELS



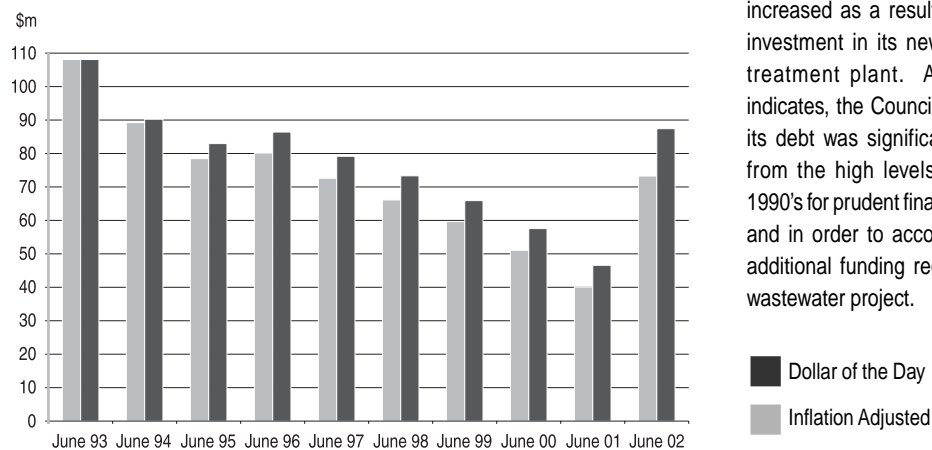
The Council monitors customer satisfaction levels with the Council's services annually by way of an independently conducted survey. The graph shows that there have been significant improvements in the past seven years.

RATES



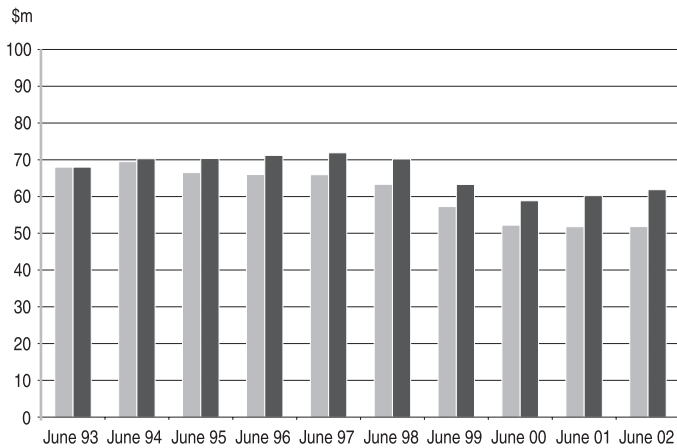
The graph on page 5 of this Annual Plan shows that the Hutt City Council had by far the lowest level of rates increases for any local authority in the region in recent years. This graph shows rate levels over a longer period. In 1994/1995 rate levels increased to deal with the City's high debt level. Since that time rate levels have gradually fallen in real terms (adjusted for inflation).

NET DEBT



Net debt at 30 June 2002 will be \$87.4 million. This debt figure has increased as a result of the City's investment in its new wastewater treatment plant. As the graph indicates, the Council has ensured its debt was significantly reduced from the high levels in the early 1990's for prudent financial reasons, and in order to accommodate the additional funding required for the wastewater project.

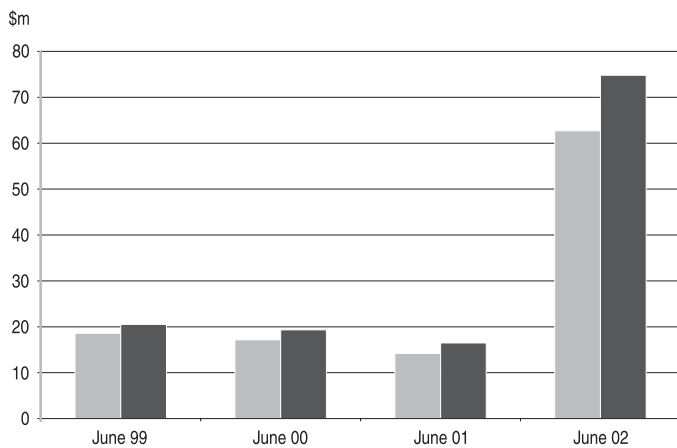
OPERATING EXPENDITURE (EXCLUDING DEPRECIATION)



By 2001/2002 operating expenditure excluding depreciation will have been reduced by \$6.3 million since 1992/1993. This expenditure will have been reduced by \$16.2 million or 24% over the same period after adjusting for inflation. These savings have been achieved through efficiency gains and reduced interest costs as a result of lowering debt levels.

Dollar of the Day
 Inflation Adjusted

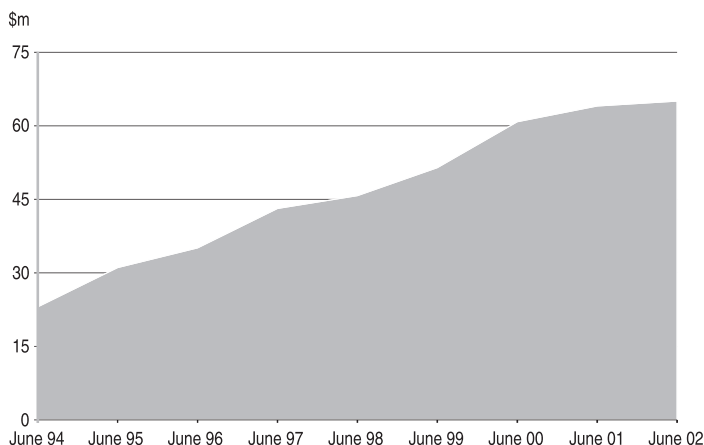
TOTAL CAPITAL EXPENDITURE



The Council has adopted an upper limit on expenditure for new or improved assets, the "capital cap". Capital expenditure on wastewater, landfills and reserve funded projects are excluded from this cap. The Council is proposing that the capital cap be gradually reduced down from its previous level of \$5.8 million to \$4.7 million in 2001/2002 and then to an average of \$3.5 million from 2003/2004 onwards. The graph shows the large increase in total capital expenditure required in 2001/2002 to pay for Project Pencarrow.

Dollar of the Day
 Inflation Adjusted

ASSET SALES



The Council established an asset sales target of \$75.0 million. This graph shows progress toward achieving that target. By 30 June 2002, asset sales are expected to have reached \$65.0 million. This figure includes asset sales of \$1.0 million planned for the 2001/2002 financial year.

Hutt City Council operates a rating system based on the capital value of your property. Your rate bill is made up of a number of different charges depending on the type of property you own. These charges and the total rating impact for each group of properties are explained below.

The Council operates the rating system to ensure the following three principles are met:

FAIRNESS

Properties similar in use and valuation, receiving similar services should be treated equally.

EFFICIENCY

Administration and collection costs should be as low as possible. Charges should not distort investment decisions made by the community.

ACCOUNTABILITY

Customers should be able to clearly see what they are buying and how much it costs. Customers should be able to influence the Council's service decisions.

Hutt City Council has addressed these principles over a number of years by progressively simplifying the rating system. For the coming year the groups of properties for rating purposes will remain as follows:

- Residential
- Rural
- Business General
- Business Eastbourne

Rural properties pay a lower rate in the dollar than residential properties, to reflect the lower level of services provided. Business General and Business Eastbourne properties pay a higher rate in the dollar, reflecting the additional levels of service provided. Over time the historical differential for the Business Eastbourne group of properties will be increased to the same level of rates as the Business General properties.

There is no general revaluation of properties taking effect in the 2001/2002 year. The next general revaluation will take effect for the 2002/2003 rating year.

There are only minor changes in the level of fixed charges for 2001/2002. However, the make up of the fixed charges is different from those levied in 2000/2001. The Annual Sewerage Charge has increased by \$24 for the new wastewater treatment plant. This increase continues the Council's decisions (based on community preferences) to phase in the cost of this increased level of service over five years. An increase of \$24 will be added annually until the full charge of \$120 is achieved in 2004/2005.

There is an increase in the uniform charge for water supply. To offset these increased fixed charges, the Council has decided not to have a Uniform Annual General Charge levied in 2001/2002.

The figures shown on the following page are based upon no increase in total rates income with fixed charges decreasing from \$546.00 to \$540.40 per property.

The effects of these changes on rates charged on various types of properties in the 2001/2002 rating year are as follows:

- residential properties pay the same or slightly less than for the previous year
- business properties pay the same or slightly less than for the previous year
- rural properties not connected to the water and sewerage networks pay about 9% less than for the 2000/2001 year. Rural properties connected to these networks pay about the same or slightly less
- rate exempt properties (Community Facilities) that use both water and sewerage services pay about 11% more than for the previous year.

These general comments relate only to Hutt City Council rates. Remember that your total rate bill also includes rates payable to the Wellington Regional Council. This is a separate organisation.

Rates 2001/2002

SUMMARY OF REVENUE REQUIRED BY DIFFERENTIAL GROUP

Differential Group	Factor	Rates	Comparative Rates	Change in	
		2001/2002 \$000s	2000/2001 \$000s	Amount \$000s	Percentage
Residential	1.00	41,191	41,127	64	0.16%
Business:					
General	4.10	20,410	20,505	(95)	(0.46)%
Eastbourne	2.25	85	84	1	1.19%
Rural	0.65	308	320	(12)	(3.75)%
Community Facilities	1.00	190	148	42	28.38%
Total City Rates		62,184	62,184	-	0.00%
CBD/JSP Rates		1,105	1,105	-	0.00%
Total All Rates		63,289	63,289	-	0.00%

SUMMARY OF REVENUE REQUIRED BY RATE

Rate	Amount (Inclusive of GST) \$000s	Amount (Exclusive of GST) \$000s	Description
General Rate	42,313	37,612	A rate levied on the capital value of properties to cover the general expenses of the City.
Uniform Annual Charge for Water	9,367	8,326	\$254.60 levied on each property connected to the water reticulation system.
Connection Charge for Sewerage	10,504	9,337	\$285.80 levied on every separate connection to the sewerage system.
Central Business District Rate	1,037	922	A rate levied on the capital value of business properties in the central business district to meet costs associated with development of this area.
Jackson Street Programme Rate	68	60	A rate levied on the capital value of business properties in Jackson Street to meet the costs of the Jackson Street Programme.
	63,289	56,257	

The Council will ensure that the community is provided with appropriate high-quality services. Our commitment to customers will be maintained through professional excellence and ongoing improvements in delivering services in a cost effective and efficient manner.

Providing high-quality service requires a clear definition of our customers and their needs. We will take into account these factors when delivering our services:

- our customers' needs
- cost to our customers
- communication with our customers
- convenience for our customers.

QUALITY SERVICE

Quality initiatives will include internal monitoring, coaching and customer surveys including annual resident satisfaction with Council services and benchmarking to ensure best practice. The Council's aim is to encourage a culture where staff gain satisfaction from putting customers first.

The Council recognises the importance of customer feedback as a critical element in making decisions regarding service delivery. We conduct regular surveys which measure customer satisfaction with the handling of requests for services and help us to learn customers' needs, wants and expectations so that ultimately we can design a system which will ensure all requests for service are dealt with in a satisfactory manner.

We will maintain an effective and efficient organisation that is responsive, responsible and accountable to the community.


OUR COMMITMENT TO YOU

We will:

- provide you with courteous and efficient service
- be pro-active
- involve and inform you
- complete your request at the first point of contact whenever possible
- respond to any request, suggestion or complaint received.

CUSTOMER SERVICE CHARTER

We Take Pride In Helping You

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with the service they receive when they contacted the Council's offices during the year by phone, in person or in writing.	NRB Communitrak Survey

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

Hutt City Council is committed to ensuring the City's environment is both healthy and accessible and that sustainable development is managed and encouraged. These two strategic goals encompass the ultimate environmental outcomes for the City, its residents and businesses.

This Annual Plan has a number of city-wide and local initiatives directed towards providing community services and undertaking regulatory responsibilities. These activities impact both directly and indirectly on the environment.

All activities are undertaken with a view to enhancing the environment, controlling the adverse effects of refuse disposal, wastewater, invasive animals and plants and ensuring the delivery of our services in a manner consistent with safeguarding public health and the sustainable management of resources.

In carrying out the Council's activities, a commitment will be given to protect and enhance the City's indigenous biodiversity.

Project Pencarrow	Work will continue on the City's new wastewater treatment plant in Seaview. Commissioning is scheduled for March 2002. The new plant will treat over 53,000 cubic metres of wastewater a day. Wainuiomata wastewater will be pumped to Seaview and also treated at the new plant.
Safe swimming beaches	The "Baywatch" programme of sampling sea water quality at the City's bathing beaches will be continued. The beaches are monitored weekly during the summer months and this ensures they offer a safe swimming environment during hotter weather.
Recycling and waste reduction projects	Further projects aimed at minimising the environmental effects of solid waste are proposed in 2001/2002. Significant effort will be directed toward improving recycling and waste reduction in both the residential and commercial sectors.
Environmental planning projects	This year, the Council will develop reserves management plans for facility reserves to promote better management and protection of these assets. Support will also be provided for the "Keep Hutt City Beautiful" programme.
Eastern Bays walkway	This year will see the continuation of work to create a seaside walkway around the Eastern Bays from Seaview to Eastbourne. The aim is the provision of a safe and attractive route around the eastern edge of the harbour.
Urban environmental projects	Further physical enhancements are planned for the inner-city and suburban areas. The focus will be on creating a more attractive and vibrant urban environment.
Invasive plant eradication	The programme of clearing residential reserve boundaries of gorse and blackberry continues. Cleared areas will be replanted with fire resistant, bird attracting native plants. The fight against Clematis vitalba is also ongoing.
Possum eradication	The award winning "Possum Busters" programme will operate in five areas around the City. This targeted possum eradication supports the growth of native plants, particularly in fire risk area and helps protect key native ecosystems.

More native plants	Over 5,000 native plants will be planted to re-vegetate sites that have been invaded by introduced species. Around two thirds of the new flora will be coastal varieties and the remainder will be bush varieties. In particular, the programme aims to re-vegetate fire prone areas as a follow up to gorse control and to continue protecting rare and endangered plants throughout the City.
Local environmental enhancements	Where there is reconstruction planned for sections of kerb, channel and footpaths, environmental enhancements are also undertaken. This work generally involves the installations of trees, small garden areas and decorative lights. Consultation with residents ensures community input into final plans.
The foreshore upgrade	The development of one of the City's key assets continues with a further \$250,000 marked for the Petone foreshore upgrade. This project will result in enhanced leisure opportunities and a vastly improved physical environment.

Staff are crucial in achieving Hutt City Council's goals and objectives. As part of recruiting and retaining high calibre staff, the Council aims to ensure its staff have appropriate training and development opportunities, a safe working environment and support in carrying out their duties. The Council has several formal programmes in place to assist staff and these are outlined below.

STAFF EDUCATION, TRAINING AND DEVELOPMENT

Training and development needs for each staff member will be assessed as part of the two way annual performance appraisal system. This allows this component of training and development to be planned twelve months in advance which assists management to take a strategic view of needs and resources.

Staff are encouraged to undertake additional study through the study assistance policy which the Council funds up to a maximum of \$3,000 per employee per year which can be used to subsidise course fees. In addition up to 20 days study leave is available for study and exams. Managers are required to review training outcomes with staff as part of coaching sessions and more formally during the performance appraisal.

STAFF HEALTH AND SAFETY

The Council has a commitment to health and safety which is fully documented in the Health and Safety Manual. The responsibility for health and safety for each area rests with its manager as outlined in their job description. Health and safety statistics will be reported quarterly at an organisational level to the senior management teams. The health and safety system and processes will be audited each year by external auditors and as part of the legislative compliance programme.

The health and safety systems ensure that any identified hazards are minimised through the provision of safety equipment, appropriate briefings, training and/or the modification of work practices. Staff working in more hazard prone environments are provided with training in such areas as dealing with hazardous substances and working with difficult customers or contractors.

STAFF SUPPORT CLIMATE

The organisation has a number of policies and processes aimed at facilitating employee wellbeing. These include:

- The Code of Conduct
- Equal Employment Policy
- Executive Management Team Open Door Policy
- Employee Assistance Programme
- Defensive driving courses
- Study Assistance Policy
- Free influenza vaccinations
- Smoking Cessation Policy
- Smokefree Environment Policy
- Job sharing possibilities
- Parental Leave Policy
- Retirement Policy
- First aid training
- Discounted premiums for medical insurance
- Prevention and Dealing with Harassment Policy
- Alternative Working Arrangements Policy.

STAFF SATISFACTION

Senior management will receive tailored reports each quarter covering staff turnover and movements as well as statistics on the use of sick leave and the Employee Assistance Programme. In addition productivity within divisions and business units will be monitored using standard output measures. The combination of these reports allows the management team to assess satisfaction within the organisation.

The Employment Assistance Programme provides for employees who have difficult personal issues to refer themselves, as well as allowing managers to refer them to qualified health professionals. The referral rates will be monitored centrally by the human resources adviser and reported to the Good Employer Team.

Senior management maintain an open door policy, where any staff member can address the Executive Management Team on any issue of concern, at their weekly meetings.

STAFF PERFORMANCE MANAGEMENT

The Council utilises a performance appraisal process which is carried out at least annually. The system was designed by a joint committee of both managers, staff and union representatives and rewards performance over and above that required of the staff member described by their job description (it is aimed at the top 60% of performers). In addition a bonus pool is split to differentiate between those staff who far exceed expectations and those who perform well.

The system involves the setting of objectives for the year, the analysis by managers and staff of development needs related to work requirements, competency development (such as communication and problem solving) as well as input from the staff regarding the individual development they would like to undertake. The process is documented on standard forms which are used by managers in coaching sessions throughout the year as well as at the year end evaluation. The resulting staff development plans will also be used as the basis for planning training and development initiatives at divisional and group level.

EQUAL EMPLOYMENT OPPORTUNITIES

Everyone has the right to equal employment opportunities. The Council is committed to the principle of equal employment opportunities in recruiting, employing, training and promoting its staff.






The principles of the Equal Employment Programme are to:

- provide fair and proper treatment for staff
- eliminate inequality in employing any person or group of persons
- ensure that no preference or discrimination is made on the basis of gender, transgender, marital status, religious or ethical belief or its absence, colour, race, ethnicity, nationality, health, disability, age, sexual orientation, pregnancy, political opinion, employee association involvement, employment status, beneficiary status, family status or the identity of a partner or relative and
- require supervisors and managers to be responsible and accountable for the implementation and integration of equal employment opportunities.

The goals of the Equal Employment Programme are to integrate equal employment principles and practices into the Council's activities and culture and to realise the business benefits to the Council of valuing and fully utilising its human resources.

This year the Council will continue its Equal Employment Programme which:

- informs and raises the awareness of all staff on equal employment issues
- monitors the working environment to ensure that it is free of all discrimination
- ensures that employment related decisions and processes are based on skill and abilities and made on merit
- encourages the fullest use of individual talents and skills and
- provides training in the management of diversity.

PERFORMANCE MEASURES		SOURCE OF INFORMATION	
	Equal employment opportunities programme milestones met.	Management Reports	
EXPLANATION OF PERFORMANCE SYMBOLS			
	Completed on time		Completed within budget
	Residents satisfied		Completed to technical standards
	Completed effectively		Completed efficiently

The Council has an obligation to take into account the principles of the Treaty of Waitangi - Te Tiriti O Waitangi - and to recognise and provide for the special relationship between Maori, their culture, traditions, land and taonga.

The obligation to consult includes recognising those who have mana whenua, or inherited rights of land ownership. Within the City this is the Wellington Tenth Trust and the Council also recognises the Runanganui O Taranaki Whanui ki te Upoko O te Ika a Maui. Both these groups represent Te Atiawa and the Taranaki tribes within the Wellington region.

A Code of Conduct and Memorandum of Understanding has been established which governs the relationship between Te Atiawa and the elected Council.

Consultation may also extend to those who do not have mana whenua, represented in the Hutt Valley by the Runanganui Taura Here O Rimutaka on behalf of twenty three tribal groups within the greater Wellington region.

KEY PRINCIPLES

- to use the Code of Conduct and Memorandum of Understanding to promote consultation effectively
- to continue with the established contractual arrangements with Te Atiawa
- to pursue the Council's statutory obligations under Part II of the Resource Management Act 1991.

GOALS

- to maintain consultation and involvement with Te Atiawa
- to consult the Runanganui Taura Here O Rimutaka.

PROGRAMME

- promoting an understanding of the Code of Conduct and Memorandum of Understanding
- working to maintain the arrangements with the Runanganui O Taranaki Whanui ki te Upoko O te Ika a Maui, the Wellington Tenth Trust and the Runanganui Taura Here O Rimutaka
- ensuring that all parties are kept informed of the Council's developments and given the opportunity to take part in the Council's affairs.

This section of the Annual Plan details the objectives, performance measures and financial information for each of the Council's significant activities. It gives the reasons why the Council undertakes these activities and the estimated revenue and expenditure for each.

The indicative costs and sources of funds are shown in total for the whole of Council on page 20 and for each significant activity on pages 21 to 89. The borrowing needs and borrowing programmes for the Council are indicated within the Statement of Prospective Movements in Net Debt on page 102. This information is required by sections 223D(3)(c) and 223D(3)(f) of the Local Government Act 1974 in particular terms for 2001/2002 and in general terms for 2002/2003 and 2003/2004.

The forecast financial statements for 2001/2002 as required by section 223D(4) of the Local Government Act 1974 appear as part of the Long Term Financial Strategy on pages 95 to 102.

Whole of Council

WHOLE OF COUNCIL - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Rates funding	55,376	54,495	53,615	54,984
Increased wastewater UAC	881	1,762	2,642	3,523
User charges	16,745	16,516	16,856	17,280
Operating subsidies	2,822	1,503	1,503	1,503
Upper Hutt City Council operating contribution	627	843	1,208	1,208
Interest on investments	1,250	750	543	360
Gain on disposal of assets	382	-	-	-
Other revenue	1,361	1,739	1,739	1,739
Total operating revenue	79,444	77,608	78,106	80,597
OPERATING EXPENDITURE				
Employee costs	14,954	15,422	15,422	15,422
Supplier costs	29,939	29,958	29,868	29,867
Maintenance costs	7,892	8,664	10,027	10,027
Operating projects	1,769	2,951	2,074	2,074
Interest expense	5,238	5,350	6,915	6,561
Depreciation	15,636	16,786	17,883	17,958
Total operating expenditure	75,428	79,131	82,189	81,909
OPERATING SURPLUS/(DEFICIT)	4,016	(1,523)	(4,083)	(1,312)
Capital subsidies	1,327	1,702	2,231	2,017
Upper Hutt City Council capital contribution	444	15,855	1,491	2,231
NET SURPLUS/(DEFICIT) BEFORE TAX	5,787	16,034	(361)	2,936
Taxation	-	-	-	-
NET SURPLUS/(DEFICIT) AFTER TAX	5,787	16,034	(361)	2,936

WHOLE OF COUNCIL - PROSPECTIVE APPLICATION OF SURPLUS

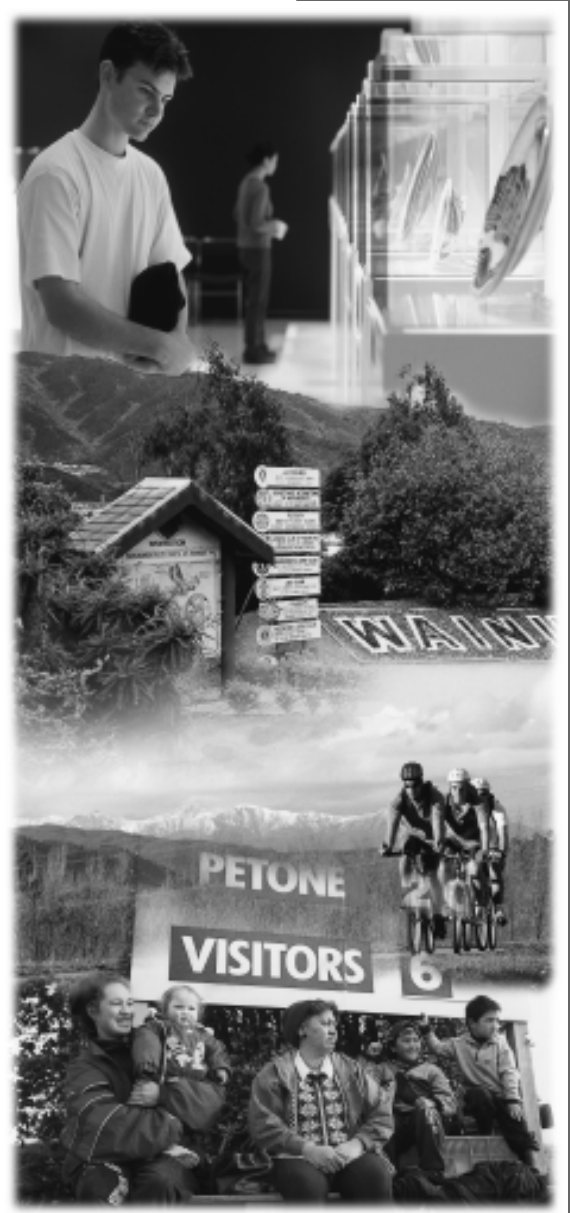
For the year ending 30 June 2002

Debt repayment/(funding)	4,598	(1,515)	(4,879)	(2,308)
Transfer to reserves	1,011	(8)	796	996
Subsidised capital expenditure	1,771	17,557	3,722	4,248
Net surplus/(deficit) after tax	7,380	16,034	(361)	2,936

Group - People

Significant Activity

1. Libraries	22
2. Museums	25
3. Aquatics and Recreation Programmes	27
4. Parks and Reserves	30
5. Community Assistance	34
6. Community Property	37
7. Elected Members	40
8. Advice and Support Services	42



1. Libraries

DESCRIPTION






The Council provides, maintains and manages eight libraries in the City. These are run as a single city-wide service. Their primary role is the provision of written and recorded media, such as books, video and audio tapes. This material is used for many purposes including entertainment, learning and research.

REASON FOR ACTIVITY

There is strong public preference for keeping the City's libraries. Reviews are undertaken from time to time to ensure they meet changing public requirements and remain efficient.

STRATEGIC GOAL

The long term goal of the library service is to improve the knowledge base available to Hutt City residents. By 2010, the Council's target is to encourage over 85% of Hutt City residents to use the library at least once a year.

PERFORMANCE MEASURES	SOURCE OF INFORMATION																		
 Achieve the following number of visits: <table border="1"> <tr><td>Central</td><td>365,000</td></tr> <tr><td>Eastbourne</td><td>90,000</td></tr> <tr><td>Moera</td><td>40,000</td></tr> <tr><td>Naenae</td><td>170,000</td></tr> <tr><td>Petone</td><td>145,000</td></tr> <tr><td>Stokes Valley</td><td>95,000</td></tr> <tr><td>Taita</td><td>50,000</td></tr> <tr><td>Wainuiomata</td><td>225,000</td></tr> <tr><td>Total</td><td>1,180,000</td></tr> </table>	Central	365,000	Eastbourne	90,000	Moera	40,000	Naenae	170,000	Petone	145,000	Stokes Valley	95,000	Taita	50,000	Wainuiomata	225,000	Total	1,180,000	Management Reports
Central	365,000																		
Eastbourne	90,000																		
Moera	40,000																		
Naenae	170,000																		
Petone	145,000																		
Stokes Valley	95,000																		
Taita	50,000																		
Wainuiomata	225,000																		
Total	1,180,000																		
 Achieve the following number of book issues: <table border="1"> <tr><td>Central</td><td>850,000</td></tr> <tr><td>Eastbourne</td><td>100,000</td></tr> <tr><td>Moera</td><td>50,000</td></tr> <tr><td>Naenae</td><td>145,000</td></tr> <tr><td>Petone</td><td>160,000</td></tr> <tr><td>Stokes Valley</td><td>100,000</td></tr> <tr><td>Taita</td><td>45,000</td></tr> <tr><td>Wainuiomata</td><td>175,000</td></tr> <tr><td>Total</td><td>1,625,000</td></tr> </table>	Central	850,000	Eastbourne	100,000	Moera	50,000	Naenae	145,000	Petone	160,000	Stokes Valley	100,000	Taita	45,000	Wainuiomata	175,000	Total	1,625,000	Management Reports
Central	850,000																		
Eastbourne	100,000																		
Moera	50,000																		
Naenae	145,000																		
Petone	160,000																		
Stokes Valley	100,000																		
Taita	45,000																		
Wainuiomata	175,000																		
Total	1,625,000																		
 Achieve the following net direct cost per issue: <table border="1"> <tr><td>Central</td><td>\$2.19</td></tr> <tr><td>Eastbourne</td><td>\$3.56</td></tr> <tr><td>Moera</td><td>\$3.58</td></tr> <tr><td>Naenae</td><td>\$2.96</td></tr> <tr><td>Petone</td><td>\$3.15</td></tr> <tr><td>Stokes Valley</td><td>\$2.60</td></tr> <tr><td>Taita</td><td>\$3.86</td></tr> <tr><td>Wainuiomata</td><td>\$3.26</td></tr> <tr><td>Average</td><td>\$2.67</td></tr> </table>	Central	\$2.19	Eastbourne	\$3.56	Moera	\$3.58	Naenae	\$2.96	Petone	\$3.15	Stokes Valley	\$2.60	Taita	\$3.86	Wainuiomata	\$3.26	Average	\$2.67	Operational expenditure against issues
Central	\$2.19																		
Eastbourne	\$3.56																		
Moera	\$3.58																		
Naenae	\$2.96																		
Petone	\$3.15																		
Stokes Valley	\$2.60																		
Taita	\$3.86																		
Wainuiomata	\$3.26																		
Average	\$2.67																		
 At least 80% of Hutt City residents are satisfied with the library service.	NRB Communitrak Survey																		
 At least 80% of Hutt City residents use the library service during the year.	NRB Communitrak Survey																		

EXPLANATION OF PERFORMANCE SYMBOLS



Completed on time



Completed within budget



Residents satisfied









Completed to technical standards



Completed effectively



Completed efficiently

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports
 Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS

 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently
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LIBRARIES - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	175	294	294	294
Other revenue	90	10	10	10
Total operating revenue	265	304	304	304
OPERATING EXPENDITURE				
Employee costs	2,099	2,115	2,115	2,115
Supplier costs	862	1,088	1,088	1,088
Support costs	1,313	1,385	1,361	1,368
Maintenance costs	36	16	16	16
Interest expense	51	56	73	71
Depreciation	139	124	123	122
Total operating expenditure	4,500	4,784	4,776	4,780
NET DEFICIT BEFORE TAX	(4,235)	(4,480)	(4,472)	(4,476)

LIBRARIES - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(4,235)	(4,480)	(4,472)	(4,476)
Total rates funding requirement	(4,235)	(4,480)	(4,472)	(4,476)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(35)	(40)	(35)	(35)
Capital expenditure - improving services	(292)	(43)	(100)	(50)
Less depreciation	139	124	123	122
Total loan funding (requirement)/surplus	(188)	41	(12)	37
TOTAL FUNDING REQUIREMENT	(4,423)	(4,439)	(4,484)	(4,439)

MAINTAINING SERVICES (ASSET RENEWALS)

FURNITURE AND EQUIPMENT RENEWALS \$40,000
The allowance is for the renewal of furniture and equipment throughout the libraries.

Total Maintaining Services (Asset Renewals) \$40,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

SOFTWARE LICENCES \$20,000
Further licences will enable library staff to fully utilise new modules within the GEAC system and ensure an off-line option is available.

CARRY OVER 2000/2001

SOFTWARE LICENCES \$23,000

Total Improving Services (Asset Upgrades and New Assets) Including Carry Over \$43,000

2. Museums

DESCRIPTION

The Council operates two museums. The Dowse Art Museum 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.










REASON FOR ACTIVITY

There is strong public preference for keeping the City's museums. Reviews are undertaken from time to time to ensure they remain efficient and meet changing public requirements.







STRATEGIC GOAL

The long term goal of the museums is to foster a greater level of involvement in the appreciation of art, culture and history. By 2010, the Council's target is to encourage over 60% of Hutt City residents to visit a museum at least once a year.

DOWSE ART MUSEUM

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City users are satisfied with the Dowse Museum.	NRB Communitrak Survey
 90,000 visitors per year.	Monthly Management Report
 A net direct cost per visit of \$13.53.	Operational expenditure against visits
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports
 Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports

PETONE SETTLERS MUSEUM

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City users are satisfied with the Settlers Museum.	NRB Communitrak Survey
 23,000 visitors per year.	Monthly Management Report
 A net direct cost per visit of \$16.81.	Operational expenditure against visits
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS

 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently
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MUSEUMS - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	89	82	82	82
Other revenue	229	229	229	229
Total operating revenue	318	311	311	311
OPERATING EXPENDITURE				
Employee costs	721	726	726	726
Supplier costs	591	621	621	621
Support costs	379	400	393	395
Maintenance costs	68	56	56	56
Operating projects	10	-	-	-
Interest expense	53	58	75	73
Depreciation	79	71	70	70
Total operating expenditure	1,901	1,932	1,941	1,941
NET DEFICIT BEFORE TAX	(1,583)	(1,621)	(1,630)	(1,630)

MUSEUMS - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(1,583)	(1,621)	(1,630)	(1,630)
Total rates funding requirement	(1,583)	(1,621)	(1,630)	(1,630)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(35)	(15)	(26)	(52)
Capital expenditure - improving services	(87)	(21)	(11)	(11)
Less depreciation	79	71	70	70
Total loan funding (requirement)/surplus	(43)	35	33	7
TOTAL FUNDING REQUIREMENT	(1,626)	(1,586)	(1,597)	(1,623)

MAINTAINING SERVICES (ASSET RENEWALS)

DOWSE ART MUSEUM DEHUMIDIFYING PLANT \$15,000
 Replacement of the existing plant is necessary as it is likely to fail in the near future and parts for this system have been discontinued.

Total Maintaining Services (Asset Renewals) \$15,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

DOWSE ART MUSEUM ARTWORKS ACQUISITIONS \$11,000
 This budget enables the Museum to purchase artworks for its collection.

CARRY OVER 2000/2001

DOWSE ART MUSEUM STORAGE SPACE \$10,000

Total Improving Services (Asset Upgrades and New Assets) Including Carry Over \$21,000

3. Aquatics and Recreation Programmes

DESCRIPTION








The 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.

REASON FOR ACTIVITY

There are insufficient incentives for private interests to undertake the provision of swimming pools and recreation programmes in the number the community desires. The Council meets this demand by operating these facilities and providing various services.

STRATEGIC GOAL

The long term goal is to develop the water, life and leisure skills of Hutt City residents. By 2010, the Council's targets are to increase the number of participants in water education and general recreational programmes as well as encouraging at least 70% of Hutt City residents to visit a pool at least once a year.

PERFORMANCE MEASURES	SOURCE OF INFORMATION																		
 At least 80% of Hutt City residents are satisfied with pools.	NRB Communitrak Survey																		
 At least 65% of Hutt City residents used a pool during the year.	NRB Communitrak Survey																		
 Achieve the following target number of users:	Monthly Management Report																		
<table border="0"> <tr> <td colspan="2">INDOOR POOLS</td> </tr> <tr> <td>Huia</td> <td>320,000</td> </tr> <tr> <td>Naenae</td> <td>250,000</td> </tr> <tr> <td>Stokes Valley</td> <td>95,000</td> </tr> <tr> <td colspan="2">OUTDOOR POOLS</td> </tr> <tr> <td>Eastbourne</td> <td>25,000</td> </tr> <tr> <td>McKenzie</td> <td>25,000</td> </tr> <tr> <td>Wainuiomata</td> <td>68,000</td> </tr> <tr> <td>Total (all pools)</td> <td>783,000</td> </tr> </table>	INDOOR POOLS		Huia	320,000	Naenae	250,000	Stokes Valley	95,000	OUTDOOR POOLS		Eastbourne	25,000	McKenzie	25,000	Wainuiomata	68,000	Total (all pools)	783,000	
INDOOR POOLS																			
Huia	320,000																		
Naenae	250,000																		
Stokes Valley	95,000																		
OUTDOOR POOLS																			
Eastbourne	25,000																		
McKenzie	25,000																		
Wainuiomata	68,000																		
Total (all pools)	783,000																		
 Achieve the net direct costs per user per annum:	Operational expenditure against user numbers																		
<table border="0"> <tr> <td colspan="2">INDOOR POOLS</td> </tr> <tr> <td>Huia</td> <td>\$1.89</td> </tr> <tr> <td>Naenae</td> <td>\$2.92</td> </tr> <tr> <td>Stokes Valley</td> <td>\$4.71</td> </tr> <tr> <td colspan="2">OUTDOOR POOLS</td> </tr> <tr> <td>Eastbourne</td> <td>\$5.00</td> </tr> <tr> <td>McKenzie</td> <td>\$5.12</td> </tr> <tr> <td>Wainuiomata</td> <td>\$4.62</td> </tr> <tr> <td>Average (all pools)</td> <td>\$3.00</td> </tr> </table>	INDOOR POOLS		Huia	\$1.89	Naenae	\$2.92	Stokes Valley	\$4.71	OUTDOOR POOLS		Eastbourne	\$5.00	McKenzie	\$5.12	Wainuiomata	\$4.62	Average (all pools)	\$3.00	
INDOOR POOLS																			
Huia	\$1.89																		
Naenae	\$2.92																		
Stokes Valley	\$4.71																		
OUTDOOR POOLS																			
Eastbourne	\$5.00																		
McKenzie	\$5.12																		
Wainuiomata	\$4.62																		
Average (all pools)	\$3.00																		
 100% compliance with New Zealand swimming pool Standards (NZS 5806).	Management Reports																		
 At least 300 programmes and events are carried out with an increasing trend in participation across all programmes.	Monthly Management Report																		
 At least 80% of Hutt City users are satisfied with recreation programmes.	NRB Communitrak Survey																		

EXPLANATION OF PERFORMANCE SYMBOLS



Completed on time



Completed within budget



Residents satisfied









Completed to technical standards



Completed effectively



Completed efficiently

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports
 Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS											
	Completed on time		Completed within budget		Residents satisfied		Completed to technical standards		Completed effectively		Completed efficiently

AQUATICS AND RECREATION PROGRAMMES - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	1,166	1,151	1,151	1,151
Other revenue	268	273	273	273
Total operating revenue	1,434	1,424	1,424	1,424
OPERATING EXPENDITURE				
Employee costs	1,669	1,759	1,759	1,759
Supplier costs	1,101	1,071	1,071	1,071
Support costs	680	603	593	595
Maintenance costs	389	387	387	387
Operating projects	105	332	50	50
Interest expense	133	144	187	181
Depreciation	297	347	342	340
Total operating expenditure	4,374	4,643	4,389	4,383
NET DEFICIT BEFORE TAX	(2,940)	(3,219)	(2,965)	(2,959)

AQUATICS AND RECREATION PROGRAMMES - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(2,940)	(3,219)	(2,965)	(2,959)
Total rates funding requirement	(2,940)	(3,219)	(2,965)	(2,959)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(201)	(50)	(103)	(100)
Capital expenditure - improving services	(122)	(117)	(120)	(150)
Less depreciation	297	347	342	340
Total loan funding (requirement)/surplus	(26)	180	119	90
TOTAL FUNDING REQUIREMENT	(2,966)	(3,039)	(2,846)	(2,869)

OPERATING PROJECTS

WALTER NASH STADIUM GRANT	\$45,000
Grant covering operating costs of the Stadium which meets a wide range of community needs.	
<hr/>	
FILTER REPORT FOR NAENAE AND WAINUIOMATA POOLS	\$5,000
The commissioning of a report on the effectiveness of existing plants as well as costings for diatomaceous earth filters for Naenae and Wainuiomata pools.	
<hr/>	
WALTER NASH STADIUM FACILITIES	\$282,000
To upgrade the player and spectator facilities including the changing rooms, toilets and entrance to ensure the Stadium meets minimum standards for the comfort and safety of players and visitors. It does not include any significant development of or extension to the building.	
<hr/>	
Total Operating Projects	\$332,000

MAINTAINING SERVICES (ASSET RENEWALS)

NAENAE POOL BOILERS	\$50,000
Both boilers need significant work but due to the age of the boilers, total replacement will be more economical in the long term.	
<hr/>	
Total Maintaining Services (Asset Renewals)	\$50,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

HUIA POOL LEARNERS' POOL PLANT	\$90,000
This budget will enable the installation of a separate diatomaceous earth plant system for the learners' pool to increase the water turnover and meet New Zealand Standard 4441.	
<hr/>	
WAINUIOMATA POOL SHADE STRUCTURES	\$15,000
Shade structures will be erected around the pool to provide protection from ultra-violet rays.	
<hr/>	
EASTBOURNE AND MCKENZIE POOL SLIDES	\$12,000
This budget will provide a slide for each pool as an added attraction customers can enjoy.	
<hr/>	
Total Improving Services (Asset Upgrades and New Assets)	\$117,000

4. Parks and Reserves

DESCRIPTION












The Council provides and maintains passive recreational facilities in the City for the enjoyment and well being of the public free of charge. Recreation areas are both natural and created, with the majority of effort targeted at maintenance and returning areas to their natural state. This activity also includes the Council's cemeteries.

REASON FOR ACTIVITY

The market does not provide such facilities at levels desired by the community.

STRATEGIC GOAL

The long term goal of providing parks and reserves is to foster the physical and social health of residents through recreation and sports participation. The Council promotes the regular use of parks, reserves and sportsfields and aims to increase the use of these facilities by Hutt City residents every year.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with parks and reserves.	NRB Communitrak Survey
 Sportsfields used at 80% of their carrying capacity.	Management Reports
 At least 80% of Hutt City residents are satisfied with sportsfields.	NRB Communitrak Survey
 95% of sportsfields meet the standards agreed with sports codes.	Complaints from users during 2001/2002
 At least 80% of Hutt City residents are satisfied with cemeteries.	NRB Communitrak Survey
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports
 Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

PARKS AND RESERVES - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	737	737	737	737
Other revenue	1	1	1	1
Total operating revenue	738	738	738	738
OPERATING EXPENDITURE				
Employee costs	374	398	398	398
Supplier costs	4,599	4,675	4,675	4,675
Support costs	537	399	392	394
Maintenance costs	450	458	458	458
Operating projects	108	87	45	45
Interest expense	343	373	484	470
Depreciation	396	467	466	468
Total operating expenditure	6,807	6,857	6,918	6,908
NET DEFICIT BEFORE TAX	(6,069)	(6,119)	(6,180)	(6,170)

PARKS AND RESERVES - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(6,069)	(6,119)	(6,180)	(6,170)
Transfer from capital reserve	-	552	-	-
Total rates funding requirement	(6,069)	(5,567)	(6,180)	(6,170)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(360)	(280)	(215)	(215)
Capital expenditure - improving services	(683)	(760)	(480)	(430)
Less depreciation	396	467	466	468
Transfer from capital reserve	350	652	305	205
Total loan funding (requirement)/surplus	(297)	79	76	28
TOTAL FUNDING REQUIREMENT	(6,366)	(5,488)	(6,104)	(6,142)

INCLUDED IN SUPPLIER COSTS

PEST PLANT SPECIES CONTROL \$35,000
Increased funding for weed eradication for specific pest plant species which are causing damage to native bush.

Included in Supplier Costs \$35,000

OPERATING PROJECTS

HUTT RIVER TRAIL \$10,000
The purchase of materials to continue the development of the Hutt River Trail.

HUGH SINCLAIR PARK CONCEPT PLAN \$7,000
Provision for a concept plan for the development of Hugh Sinclair Park (funded from the Reserves Purchase and Development Fund).

PETONE FORESHORE HISTORY \$8,000
The research, collation and publication of a booklet on the history of the Petone foreshore.

WAIWHETU STREAM PROJECT	\$20,000
This project involves surveying the stream boundaries to clarify encroachments and covers Hutt City's contribution to shade plantings along the stream banks (funded from the Reserves Purchase and Development Fund). The Wellington Regional Council is also contributing to the improvement costs.	

CARRY OVERS 2000/2001

POHUTAKAWA TREES TRANSPLANTING PROGRAM	\$27,000
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LARGE TREE PLANTING	\$15,000
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Total Operating Projects Including Carry Overs	\$87,000
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MAINTAINING SERVICES (ASSET RENEWALS)

WALKWAYS UPGRADE PROGRAMME	\$15,000
An ongoing programme to implement the recommendations of the Walkways Review.	

SEATS AND BINS	\$10,000
An ongoing programme to replace and update existing park seats and rubbish bins.	

PLAYGROUNDS	\$110,000
An ongoing programme to replace worn out and old play equipment, as well as safety surfacing in the City's public playgrounds and skateboard facilities.	

ROADING MAINTENANCE	\$50,000
On-going maintenance programme for the internal roading network of parks and sportsfields.	

ARTIFICIAL WICKETS	\$15,000
Replacement of three artificial cricket wickets that have worn out.	

CARRY OVER 2000/2001

POINT HOWARD WHARF	\$80,000
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Total Maintaining Services (Asset Renewals) Including Carry Over	\$280,000
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IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

PETONE FORESHORE UPGRADE	\$250,000
Final year of a four-year programme to upgrade the Petone foreshore (funded from the Reserves Purchase and Development Fund).	

KOROHIWA BAY DEVELOPMENT (EAST HARBOUR)	\$50,000
Landscape improvement works at Korohiwa Bay will be dependent upon the Council's decision regarding the sale of surplus land (funded from the Reserves Purchase and Development Fund).	

JUBILEE PARK RENOVATION	\$30,000
The renovation of the park will include heritage signage and entrance developments along with the control of canopy and tree pest species (funded from the Reserves Purchase and Development Fund).	

BOLLARDS	\$5,000
Installation of bollards at various sites to protect parks and gardens from vehicular damage.	

MITCHELL PARK	\$30,000
Second stage of the programme to upgrade the Lucy Cole Rose Gardens (funded from the Reserves Purchase and Development Fund).	

BELMONT DOMAIN The lawn requires drainage work to allow for future planting (funded from the Reserves Purchase and Development Fund).	\$10,000
PERCY SCENIC RESERVE STATE HIGHWAY 2 REDEVELOPMENT Redevelopment of the entrance and garden areas of Percy's Reserve alongside work on upgrading the Highway (funded from the Reserves Purchase and Development Fund).	\$150,000
WILLIAMS PARK PAVING Paving outside the Pavilion will improve the overall appearance and provide a more useable outdoor area (funded from the Reserves Purchase and Development Fund).	\$15,000
HUTT PARK Funding to allow for a limited amount of demolition, along with fencing and planting to improve safety and visual amenities.	\$100,000
DEVELOPMENT OF BURIAL SITES Funding for the further development of burial sites to meet future needs.	\$80,000
SEAVIEW URUPA Provision of landscaping and parking on part of the drainage reserve on Seaview Road adjacent to the Waiwhetu Stream and the Seaview Urupa. This will provide access and parking for the urupa, improve the Waiwhetu stream environment in the area and provide amenity improvements at the Seaview Road gateway.	\$40,000
Total Improving Services (Asset Upgrades and New Assets)	\$760,000

5. Community Assistance

DESCRIPTION














The Council seeks to support its communities through appropriately responding to community needs. This support includes facilitation, advocacy, consultation and allocation of grants to community organisations and groups. These services are carried out through the Council's Community Development Division or through private contracts.

REASON FOR ACTIVITY

The Council has a policy of understanding and identifying its communities and their issues. Through greater knowledge of local needs, the Council is able to suitably respond to social issues affecting members and groups of communities it represents. The support the Council contributes assists groups to achieve their goals where it would not otherwise have been possible due to lack of resources.

STRATEGIC GOAL

The long term goal is to help support the provision of community, cultural and social services by other organisations as well as the development of community groups. Research and consultation will ensure the Council is informed of community needs and is briefed on all major social issues. By 2010, the Council's targets are to ensure advice and advocacy support is available to community groups and that community grants are distributed equitably.

PERFORMANCE MEASURES	SOURCE OF INFORMATION				
 Contracted community development services meet the terms and conditions described in their contracts.	Management Reports				
 Community development programmes completed on time, to the required standard and within budget.  	Management Reports				
 Community grants programme completed on time, to the required standard and within budget.  	Management Reports				
EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

COMMUNITY ASSISTANCE - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	18	20	20	20
Total operating revenue	18	20	20	20
OPERATING EXPENDITURE				
Employee costs	313	346	346	346
Supplier costs	790	802	802	802
Support costs	317	348	342	344
Maintenance costs	6	6	6	6
Operating projects	537	643	603	603
Total operating expenditure	1,963	2,145	2,099	2,101
NET DEFICIT BEFORE TAX	(1,945)	(2,125)	(2,079)	(2,081)

COMMUNITY ASSISTANCE - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(1,945)	(2,125)	(2,079)	(2,081)
Total rates funding requirement	(1,945)	(2,125)	(2,079)	(2,081)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(5)	-	(5)	(5)
Total loan funding requirement	(5)	-	(5)	(5)
TOTAL FUNDING REQUIREMENT	(1,950)	(2,125)	(2,084)	(2,086)

OPERATING PROJECTS

YOUTH INFUSION	\$30,000
Continuing increased support for Youth Infusion, including project funds and members' expenses.	
RACE UNITY DAY	\$5,000
Contribution to the organisation of the Race Unity Day.	
COMMUNITY HOUSES	\$148,000
Grants to community houses.	
MARAE FUND	\$60,000
Grants to Hutt City Marae.	
ARTS AND CULTURE FUND	\$66,875
Grants to arts and culture organisations for infrastructural support.	
NGA AWA FUNDING	\$10,000
Support for Nga Awa O Awakairangi Ture Tangata.	
REGIONAL GRANTS	\$85,000
Grants to regional organisations. A review of regional grants will be completed in 2001.	
SCHOLARSHIPS	\$10,000
Funding for local scholarships.	

CITIZENS ADVICE BUREAU Grants to local Citizens Advice Bureaux.	\$51,500
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HUTT ETHNIC COUNCIL A grant towards the annual costs of the Hutt Ethnic Council.	\$2,000
<hr/>	
DISCRETIONARY RATES REMISSIONS Rates relief for local organisations.	\$85,000
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INTERNATIONAL YEAR OF THE VOLUNTEER 2001 is International Year of the Volunteer. This funding will provide a celebratory event at the end of the year in recognition of the important contribution of volunteers.	\$5,000
<hr/>	
YOUTH CENTRE The Council's contribution towards the annual operating costs for a Youth Centre in the central City area.	\$50,000
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CARRY OVER 2000/2001	
YOUTH CENTRE	\$35,000
<hr/>	
Total Operating Projects Including Carry Over	\$643,375

6. Community Property

DESCRIPTION









The Council manages a variety of properties for use by the community. The main portfolios are community and civic halls and venues, public toilets and community houses. Progressive reviews of these facilities ensure they remain efficient and meet changing public requirements.

REASON FOR ACTIVITY

The Council's ownership of these properties is largely historical. There is significant public preference for retaining the Council's ownership of such property and facilitating community events, meetings and gatherings. Public toilets are provided for community convenience and to safeguard public health.

STRATEGIC GOAL

The long term goal is to ensure local communities have access to venues for recreation, cultural and governance activities and that public conveniences are available in areas of high public use. By 2010, the Council's targets are to provide urban residents with access to a local venue within a five kilometre radius and to eliminate public health issues in areas of high public use.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with public halls.	NRB Communitrak Survey
 At least 60% of Hutt City residents are satisfied with the public toilets provided.	NRB Communitrak Survey
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports
 Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS

 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently
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COMMUNITY PROPERTY - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	201	199	199	199
Total operating revenue	201	199	199	199
OPERATING EXPENDITURE				
Supplier costs	301	303	303	303
Support costs	133	122	120	120
Maintenance costs	212	202	202	202
Operating projects	-	55	-	-
Interest expense	39	43	56	54
Depreciation	174	192	189	186
Total operating expenditure	859	917	870	865
NET DEFICIT BEFORE TAX	(658)	(718)	(671)	(666)

COMMUNITY PROPERTY - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
RATES FUNDING REQUIREMENT				
Net deficit before tax	(658)	(718)	(671)	(666)
Total rates funding requirement	(658)	(718)	(671)	(666)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(188)	(127)	-	(25)
Capital expenditure - improving services	(318)	(482)	(150)	-
Less depreciation	174	192	189	186
Total loan funding (requirement)/surplus	(332)	(417)	39	161
TOTAL FUNDING REQUIREMENT	(990)	(1,135)	(632)	(505)

OPERATING PROJECTS

CARRY OVERS 2000/2001

BUICK STREET TOILETS	\$8,500
WAINUIOMATA HALL	\$13,000
MAUNGARAKI HALL	\$19,000
COMMUNITY HOUSES	\$15,000
Total Operating Projects Including Carry Overs	\$55,500

MAINTAINING SERVICES (ASSET RENEWALS)

EASTBOURNE COMMUNITY HALL Heaters in the main hall are faulty and require replacement.	\$6,600
POMARE COURT HALL The carpet in the entry vestibule and hall is rotten and requires replacement.	\$3,800
COUNCIL BUILDINGS LOCK REPLACEMENT This budget will provide for the replacement of locks and alignment of all keys into a master key system.	\$14,833
CARRY OVERS 2000/2001	
TOWN HALL	\$52,500
HORTICULTURAL HALL	\$ 5,500
MAUNGARAKI HALL	\$ 6,500
WAINUIOMATA HALL	\$37,000
Total Maintaining Services (Asset Renewals) Including Carry Overs	\$126,733

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)	
HARDWICK-SMITH LOUNGE The installation of new hot water systems as the current zip system is inadequate.	\$3,000
LITTLE THEATRE REDEVELOPMENT To continue redevelopment of the Little Theatre.	\$450,000
CARRY OVERS 2000/2001	
TREADWELL STREET HALL	\$7,000
COMMUNITY HOUSES	\$22,000
Total Improving Services (Asset Upgrades and New Assets) Including Carry Overs	\$482,000

7. Elected Members

DESCRIPTION





The 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 Ward Committees are part of the Council and provide local input into governance issues.

REASON FOR ACTIVITY

This is a legal requirement.

STRATEGIC GOAL

The long term goal is to provide superior governance which achieves community goals in the most efficient and timely manner. By 2010, the Council's target is to achieve over 70% for Hutt City resident satisfaction with the performance of their elected members.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 70% of Hutt City residents have seen or read any of the Council's published information in the year.	NRB Communitrak Survey
 Hutt City resident satisfaction with the performance of the Mayor and Councillors is higher than the average for peer local authorities.	NRB Communitrak Survey
 Hutt City resident satisfaction with the way rates are spent is higher than the average for peer local authorities.	NRB Communitrak Survey
 Average Hutt City resident satisfaction across all standard community survey questions is higher than the average for peer local authorities.	NRB Communitrak Survey

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

ELECTED MEMBERS - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Total operating revenue	-	-	-	-
OPERATING EXPENDITURE				
Employee costs	658	725	725	725
Supplier costs	13	60	60	60
Support costs	470	468	460	462
Maintenance costs	8	5	5	5
Operating projects	-	38	-	-
Total operating expenditure	1,149	1,296	1,250	1,252
NET DEFICIT BEFORE TAX	(1,149)	(1,296)	(1,250)	(1,252)

ELECTED MEMBERS - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
RATES FUNDING REQUIREMENT				
Net deficit before tax	(1,149)	(1,296)	(1,250)	(1,252)
Total rates funding requirement	(1,149)	(1,296)	(1,250)	(1,252)
TOTAL FUNDING REQUIREMENT	(1,149)	(1,296)	(1,250)	(1,252)

OPERATING PROJECTS**CARRY OVERS 2000/2001**

TRAINING AND CONFERENCES	\$23,000
COUNCILLOR TRAINING NEEDS ANALYSIS	\$15,000
Total Operating Projects Including Carry Overs	\$38,000

8. Advice and Support Services

DESCRIPTION


This activity involves the processes of policy formation, consultation and public accountability on behalf of the Council. The most public examples of this are the annual planning and reporting processes and the development of the City's strategic plans.

REASON FOR ACTIVITY

Professional advice and support is necessary to assist the community and their representatives on the Council, Community Boards and Ward Committees to make informed decisions on behalf of the community.

STRATEGIC GOAL

The long term goal is to provide advice and support to elected members and community representatives which enables them to function effectively. By 2010, the Council's target is that all elected members and community representatives are satisfied with the advice and support received.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of the Council's report recommendations adopted.	Council minutes

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

ADVICE AND SUPPORT SERVICES - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE				
For the year ending 30 June 2002				
	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Total operating revenue	-	-	-	-
OPERATING EXPENDITURE				
Supplier costs	30	30	30	30
Support costs	2,348	2,342	2,302	2,312
Operating projects	15	147	131	131
Total operating expenditure	2,393	2,519	2,463	2,473
NET DEFICIT BEFORE TAX	(2,393)	(2,519)	(2,463)	(2,473)

ADVICE AND SUPPORT SERVICES - PROSPECTIVE FUNDING REQUIREMENT				
For the year ending 30 June 2002				
RATES FUNDING REQUIREMENT				
Net deficit before tax	(2,393)	(2,519)	(2,463)	(2,473)
Total rates funding requirement	(2,393)	(2,519)	(2,463)	(2,473)
TOTAL FUNDING REQUIREMENT	(2,393)	(2,519)	(2,463)	(2,473)

OPERATING PROJECTS

COMMUNITY BOARD AND WARD COMMITTEE DISCRETIONARY FUND	\$81,085
Discretionary funds for each Community Board and Ward Committee. Each receives equal base funding plus an allocation determined by the size of their local population.	
<hr/>	
CARRY OVER 2000/2001	
COMMUNITY BOARD AND WARD COMMITTEE DISCRETIONARY FUND	\$65,930
<hr/>	
Total Operating Projects Including Carry Over	\$147,015

Group - Infrastructure

Significant Activity



9. Roading and Traffic Management	45
10. Parking	51
11. Water	53
12. Wastewater	56
13. Stormwater	60

9. Roading and Traffic Management

DESCRIPTION


















The 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. Streetlighting is provided to ensure the safety and security of road and footpath users at night.

REASON FOR ACTIVITY

The provision of roads is a legal requirement. The public nature of the road reserve and the absence of private markets result in the Council's role as asset owner and funder.

STRATEGIC GOAL

The long term goal is to provide an effective, safe and efficient network for the movement of road users throughout the City via clean and safe roads and footpaths. By 2010, the Council's targets are that 62% of the network meets District Plan roading standards, 90% of Hutt City residents are satisfied with street cleaning, injury accidents are reduced, inter-peak journey times are less than double the best possible time and 100% of streetlighting for roads and accessways conforms to 1999 national standards.

PERFORMANCE MEASURES	SOURCE OF INFORMATION				
 At least 80% of Hutt City residents are satisfied with the standard and safety of streets, roads and footpaths.	NRB Communitrak Survey				
 At least 80% of Hutt City residents are satisfied with the cleanliness of roads and gutters around the City.	NRB Communitrak Survey				
 At least 80% of Hutt City residents are satisfied with the safety and convenience of movement around the City's streets.	NRB Communitrak Survey				
 At least 80% of Hutt City residents are satisfied with streetlighting around the City.	NRB Communitrak Survey				
 The trend of reducing injury accidents through the joint efforts of the Council, the Police and other agencies is maintained.	Accident data supplied by the Land Transport Safety Authority				
   Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.	Management Reports				
   Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.	Management Reports				
EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

ROADING AND TRAFFIC MANAGEMENT - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	35	27	27	27
Operating subsidies	2,778	1,459	1,459	1,459
Other revenue	7	7	7	7
Total operating revenue	2,820	1,493	1,493	1,493
OPERATING EXPENDITURE				
Employee costs	735	894	894	894
Supplier costs	2,838	2,994	2,994	2,994
Support costs	1,160	939	923	927
Maintenance costs	1,791	1,778	1,778	1,778
Operating projects	76	71	71	71
Interest expense	1,451	1,575	2,043	1,988
Depreciation	4,928	5,162	5,125	5,141
Total operating expenditure	12,979	13,413	13,828	13,793
OPERATING DEFICIT	(10,159)	(11,920)	(12,335)	(12,300)
Capital subsidies	1,327	1,702	2,231	2,017
NET DEFICIT BEFORE TAX	(8,832)	(10,218)	(10,104)	(10,283)

ROADING AND TRAFFIC MANAGEMENT - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Operating deficit	(10,159)	(11,920)	(12,335)	(12,300)
Total rates funding requirement	(10,159)	(11,920)	(12,335)	(12,300)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(3,442)	(3,608)	(3,440)	(3,509)
Capital expenditure - improving services	(2,958)	(1,691)	(2,692)	(2,370)
Less capital subsidies	1,327	1,702	2,231	2,017
Less depreciation	4,928	5,162	5,125	5,141
Total loan funding (requirement)/surplus	(145)	1,565	1,224	1,279
TOTAL FUNDING REQUIREMENT	(10,304)	(10,355)	(11,111)	(11,021)

OPERATING PROJECTS

ROAD SAFETY EDUCATION PROJECTS \$64,200

Educational funding for community projects focusing on local road safety issues such as elderly driver education, repeat drink drivers, driver licensing, seatbelts, speeding and cycling (the Council pays \$22,550, the Land Transport Safety Authority pays \$41,650).

JACKSON STREET BARROW PERSON \$7,000

A grant to the the Jackson Street Programme to assist them in the funding of a barrow person.

Total Operating Projects \$71,200

MAINTAINING SERVICES (ASSET RENEWALS)	
<p>PAVEMENT SMOOTHING</p> <p>Pavement smoothing is an ongoing programme which provides for the smoothing or strengthening of roads which have become rough due to failure or unevenness in the road pavement. Sections of road requiring treatment are identified by the Council's Road Asset Maintenance Management System ("RAMM") which manages the roading maintenance cycle. Priorities for each identified section of road are determined through field evaluation and the calculation of user benefits and costs (the Council pays \$143,500, Transfund pays \$149,000).</p>	\$292,500
<p>AREA WIDE PAVEMENT TREATMENT</p> <p>Area wide pavement treatment is an ongoing programme which provides for the repair of failing road pavements. Sections of road requiring treatment are identified and prioritised by RAMM (the Council pays \$206,500, Transfund pays \$176,000).</p>	\$382,500
<p>MAINTENANCE CHIP SEALING</p> <p>Maintenance chip sealing is an ongoing programme which provides for the resurfacing of roads to maintain waterproofness and skid resistance. Sections of road requiring treatment are identified by the Council's RAMM system. Priorities for each identified section of road are determined through field evaluation and analysis of road condition data (the Council pays \$457,000, Transfund pays \$389,000).</p>	\$846,000
<p>WAINUIOMATA HILL ROAD THIN ASPHALTIC SURFACING</p> <p>The renewal of the thin asphaltic surfacing (friction course) on the Wainuiomata Hill Road is an ongoing programme to ensure skid resistance and surface drainage is maintained. Condition, location and age are factors used to determine the sections of surfacing to be replaced (the Council pays \$319,000, Transfund pays \$271,000).</p>	\$590,000
<p>THIN ASPHALTIC SURFACING</p> <p>Thin asphaltic surfacing is an ongoing programme which provides for the renewal or laying of asphaltic surfacings where conventional chip seals are not suitable (the Council pays \$231,500, Transfund pays \$197,000).</p>	\$428,500
<p>ROAD AND FOOTPATH RECONSTRUCTION</p> <p>Road reconstructions involve the replacement of kerbs, channels and footpaths and are undertaken when the condition of the kerb is likely to adversely affect the performance of the road pavement. Sections of road requiring reconstruction are identified through regular condition surveys of the network. Priorities are determined for each identified section of road through field evaluation and an economic justification calculation (the Council pays \$473,200, Transfund pays \$106,800). As follows:</p> <ul style="list-style-type: none"> • Oriental Street, south of Jackson Street (the Council pays \$232,200, Transfund pays \$55,800) • Williams Street, south of Jackson Street (the Council pays \$241,000, Transfund pays \$51,000). 	\$580,000
<p>FOOTPATH RESURFACING AND REPLACEMENT</p> <p>Asphalt and concrete footpath resurfacing and replacement is an ongoing programme to maintain the condition of footpaths throughout the City. Sections of footpath and their priority for replacement are identified by the Council's RAMM system and field evaluation.</p>	\$125,000
<p>MINOR ROAD AND FOOTPATH CONSTRUCTION</p> <p>Minor road and footpath improvements are required on an ongoing basis throughout the year. Kerb and channel or footpath improvements are made at localised sites where problems exist (roads \$28,000, footpaths \$28,000).</p>	\$56,000
<p>FORWARD PLANNING</p> <p>Forward planning provides for the investigation and design of road and footpath reconstruction projects to be included in the 2002/2003 Annual Plan.</p>	\$25,000
<p>TAITA FOOTBRIDGE MAINTENANCE</p> <p>The replacement of the deck on the footbridge crossing the railway line near Taita College.</p>	\$40,000

MELLING BRIDGE MAINTENANCE These works involve concrete repairs to the superstructure of the bridge (the Council pays \$35,000, Transfund pays \$30,000).	\$65,000
TRAFFIC SIGNAL REPLACEMENTS A cyclical programme for the replacement of traffic signal components (the Council pays \$11,900, Transfund pays \$10,100).	\$22,000
STREET NAME SIGN REPLACEMENTS A cyclical programme to replace and improve the standard of street name signing city-wide (the Council pays \$10,800, Transfund pays \$9,200).	\$20,000
PEDESTRIAN CROSSING REPLACEMENTS Replacement and modification of pedestrian crossings to enhance safety (the Council pays \$16,200, Transfund pays \$13,800).	\$30,000
MINOR WORKS The construction of minor traffic improvements identified throughout the year (the Council pays \$27,000, Transfund pays \$23,000).	\$50,000
STREETLIGHT STANDARD REPLACEMENT Minor allowance to provide for the replacement of streetlight standards at the end of their useful lives (the Council pays \$2,800, Transfund pays \$2,200).	\$5,000
STREETLIGHT UPGRADING Replacing street lighting to the current standard (the Council pays \$13,500, Transfund pays \$11,500).	\$25,000
CARRY OVER 2000/2001	
TRAFFIC SIGNAL REPLACEMENTS	\$25,000
Total Maintaining Services (Asset Renewals) Including Carry Over	\$3,607,500

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

NEW BUS SHELTERS Provision for new bus passenger shelters (the Council pays nil, Wellington Regional Council pays \$22,000).	\$22,000
HIGH STREET/DAYSH STREET/FAIRWAY DRIVE IMPROVEMENTS Property purchase in preparation for future roundabout development.	\$30,000
WAINUIOMATA HILL ROAD SAFETY SURFACING This work completes the Wainuiomata Hill Road high friction surfacing programme designed to improve skid resistance and enhance motorist safety. In the 2001/2002 year approximately 0.8 km of calcined bauxite surfacing will be laid over two lanes of the Hill Road (the Council pays \$143,000, Transfund pays \$122,000).	\$265,000
MELLING BRIDGE SEISMIC STRENGTHENING Seismic strengthening work on the superstructure of the bridge (the Council pays \$34,000, Transfund pays \$29,000).	\$63,000
EASTERN HUTT ROAD SAFETY IMPROVEMENTS Work will close the gap in the median near the bend south of Stokes Valley, adjust a driveway and provide 200 metres of barrier where adjacent lanes are at different levels. The project improves safety by eliminating turning manoeuvres at the gap, improving visibility to the driveway and eliminating the risk of serious head-on crashes at the bend BCR = 112 (the Council pays \$59,600, Transfund pays \$62,400).	\$122,000

NEW PEDESTRIAN CROSSINGS Provision of four new crossings at identified sites: Hutt Road south of Railway Avenue, Waiwhetu Road at Hardy and Collingwood Streets, and Pretoria Street west of Kings Crescent (the Council pays \$32,400, Transfund pays \$27,600).	\$60,000
MINOR ROAD RESIDENTIAL STREETLIGHTING Year 8 of 18 to light residential streets to the national standard (the Council pays \$32,400, Transfund pays \$27,600).	\$60,000
TRAFFIC CALMING (Associated With Road Reconstruction Projects) This programme allows for traffic calming measures to be constructed in conjunction with road reconstruction projects. The proposed programme comprises: <ul style="list-style-type: none"> • Oriental Street \$40,000 • William Street \$40,000. 	\$80,000
PURCHASE OF LAND FOR ROADING Subdivision development within the City regularly identifies private land over which an existing road passes. The budget will enable these parcels of land to be purchased and legalised as road.	\$10,000
STATE HIGHWAY 2 INVESTIGATIONS Funding for the Council's share of the costs associated with investigations, design and consents for the Dowse/Korokoro Upgrade Project.	\$20,000
LOCAL AREA TRAFFIC CALMING IMPLEMENTATION Funding for the completion of traffic calming measures in Hair Street.	\$35,000
CYCLIST SAFETY IMPROVEMENTS Continued minor improvement works to enhance the safety of cyclists. The target area for 2001/2002 is the completion of a route along the eastern side of the Hutt River between Stokes Valley and Waione Street.	\$50,000
PEDESTRIAN ACCESS WAY LIGHTING Year 13 of a 15 year programme to light all accessways.	\$20,000
KEA CROSSINGS Provision of upgraded school crossings to the new standard proposed by the Land Transport Safety Authority at 16 of the 54 identified sites.	\$50,000
STREETLIGHT UPGRADING Part of the overall project to upgrade street lighting to the current standard.	\$25,000
EASTERN BAYS MARINE DRIVE WALKWAY The construction of the second stage of improvements to the walkway alongside Eastern Bays Marine Drive. Priorities for improvement have been determined through a consultation group of local resident association representatives. The primary driver for prioritisation was pedestrian safety. The section proposed for upgrading in 2001/2002 is located between the point at the north end of Lowry Bay and Wilmore Way.	\$70,000
STOKES VALLEY PEDESTRIAN STEPS The construction of the lower portion (Thomas Street to Castle Crescent) of the Thomas Street to Lord Street walkway.	\$83,000
RIVERSIDE DRIVE PARKING LAY-BY An angle parking lay-by near Waiwhetu Marae which provides 16 carparks.	\$24,000
JACKSON STREET IMPROVEMENTS The commencement of significant traffic management, safety and amenity improvements in the Jackson Street shopping area.	\$332,000

WAINUIOMATA ROAD MALL ENTRANCE IMPROVEMENT	\$20,000
A contribution to the cost of modifying traffic islands to improve safety and facilitate accessibility by buses to the Wainuiomata Mall.	
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SUB-STANDARD ROAD UPGRADING	\$250,000
To complete further work on substandard roads upgrading programme: Hill Road stage two.	
<hr/>	
Total Improving Services (Asset Upgrades and New Assets)	\$1,691,000

10. Parking

DESCRIPTION





This activity 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.







REASON FOR ACTIVITY

The legal status and public nature of the road reserve requires that the Council own this parking asset. The Council is responsible for regulation and enforcement due to its legal ability to ration carparks through bylaws.

STRATEGIC GOAL

The long term goal is to manage carparks to ensure accessibility, convenience and road safety throughout the City. By 2010, the Council's target is to ensure more than 15% of central business district and Jackson Street public carparks are available during business hours.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with the availability and convenience of parking within the City's Central Business Area.	NRB Communitrak Survey
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

PARKING - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	1,546	1,613	1,613	1,613
Total operating revenue	1,546	1,613	1,613	1,613
OPERATING EXPENDITURE				
Employee costs	20	20	20	20
Supplier costs	233	222	222	222
Support costs	607	536	527	529
Maintenance costs	86	89	89	89
Interest expense	3	3	4	4
Depreciation	80	102	94	91
Total operating expenditure	1,029	972	956	955
NET SURPLUS BEFORE TAX	517	641	657	658

PARKING - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
RATES FUNDING REQUIREMENT				
Net surplus before tax	517	641	657	658
Total rates funding surplus	517	641	657	658
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(40)	(25)	(25)	(102)
Less depreciation	80	102	94	91
Total loan funding surplus/(requirement)	40	77	69	(11)
TOTAL FUNDING SURPLUS	557	718	726	647

MAINTAINING SERVICES (ASSET RENEWALS)

CAR PARK RESEALING Continuation of the annual car park resealing programme.	\$5,000
PARKING METER REPLACEMENT Continuation of the replacement programme which will also improve security and user friendliness.	\$20,000
Total Maintaining Services (Asset Renewals)	\$25,000

11. Water

DESCRIPTION










This activity involves the supply of high quality drinkable water for domestic and commercial use. The Council purchases bulk water from the 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.







REASON FOR ACTIVITY

The Council's ownership of the pipe network is historical. There is strong public preference for the Council to retain ownership of these assets.

STRATEGIC GOAL

The long term goal is to ensure the efficient provision of safe, high quality drinking water to all urban properties on a continuous basis. By 2010, the Council's targets are to maintain pressure and supply 99% of the time, and eliminate health incidents from the drinking water supply.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with the water supply service.	NRB Communitrak Survey
 100% compliance with NZ Drinking Water Standards.	Potable Water Testing Contract Reports
 Fewer than three unplanned supply cuts per kilometre of water main reported to the Council.	Incident Reports
   Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.	Management Reports
   Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

WATER - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	2,131	2,109	2,109	2,109
Total operating revenue	2,131	2,109	2,109	2,109
OPERATING EXPENDITURE				
Employee costs	136	245	245	245
Supplier costs	7,130	6,843	6,843	6,843
Support costs	257	124	122	122
Maintenance costs	1,278	1,292	1,292	1,292
Interest expense	599	650	843	821
Depreciation	2,088	2,206	2,160	2,130
Total operating expenditure	11,488	11,360	11,505	11,453
NET DEFICIT BEFORE TAX	(9,357)	(9,251)	(9,396)	(9,344)

WATER - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(9,357)	(9,251)	(9,396)	(9,344)
Total rates funding requirement	(9,357)	(9,251)	(9,396)	(9,344)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(866)	(891)	(900)	(910)
Capital expenditure - improving services	(72)	(385)	(200)	(160)
Less depreciation	2,088	2,206	2,160	2,130
Total loan funding surplus	1,150	930	1,060	1,060
TOTAL FUNDING REQUIREMENT	(8,207)	(8,321)	(8,336)	(8,284)

MAINTAINING SERVICES (ASSET RENEWALS)

MINOR WORKS \$130,000

This budget allows for minor works identified during the year which require immediate attention. The projects cannot be anticipated or programmed in advance. \$90,000 is allocated to pipeline work and \$40,000 to reservoirs and pumping stations.

MAINS RENEWAL PROGRAMME \$616,000

This programme allows for the renewal of water assets (fire mains/ridermains/services) that have reached the end of their working life. Assets are prioritised for renewal on the basis of frequency of asset failure, interruptions to service, quality of service provision and fire fighting capabilities etc. For the 2001/2002 year it is proposed to continue with the renewal of deteriorating asbestos cement/unlined steel/cast iron and reinforced concrete pipelines and renewal of assets prior to street reconstruction. As follows:

• Williams Street - Install Ridermain/Renew Services	\$46,000
• Burdan Avenue - Renew Main/Ridermain/Services	\$103,000
• Tawa Street Woburn - Renew Services	\$9,000
• Oriental Street - Renew Services	\$54,000
• Waerenga Road - Renew Main/Services	\$31,000
• George Street- Renew Bulk Watermain	\$105,000
• Sweetacres Drive - Renew Pumping Main	\$84,000
• Nelson Crescent - Renew Main/Services	\$60,000
• Wise Street - Renew Main/Services	\$74,000
• Hutt City (general) - Renew fire hydrants	\$50,000

PARK RESERVOIR ROOF REPAIRS The sealing of the reservoir roof is necessary to prevent ingress of water into the reservoir.	\$40,000
POINT HOWARD RESERVOIR ROOF REPAIRS The sealing of the reservoir roof is necessary to prevent ingress of water into the reservoir.	\$25,000
RESERVOIR SECURITY UPGRADE The replacement of reservoir hatches and vents is required to reduce risk of contamination.	\$25,000
MAJOR DRIVE PUMP STATION SWITCHBOARD The pump station's switchboard has reached the end of its working life and requires replacement.	\$30,000
SCADA HARDWARE UPGRADE The SCADA hardware has reached the end of its working life and replacement is required.	\$25,000
Total Maintaining Services (Asset Renewals)	\$891,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

TAITA PUMP STATION The Taita water pumping station needs upgrading in order to improve the available storage and hydraulic flow to the northern areas of the Hutt Valley and eliminate direct pumping of the Wellington Regional Council bulk supply into the Council's network and the associated lime sediment problem in Hutt City reticulation. It will also be able to be utilised as an emergency materials and plant store for the City's water, wastewater and stormwater reticulation.	\$300,000
CARRY OVERS 2000/2001	
PETONE DRINKING WATER FACILITY Including \$40,000 funded by a millennium grant from the New Zealand Lottery Grants Board.	\$85,000
Total Improving Services (Asset Upgrades and New Assets) Including Carry Overs	\$385,000

12. Wastewater

DESCRIPTION












The Council ensures the treatment and disposal of household and commercial effluent according to regional and national environmental standards. A new treatment plant will be operating by March 2002 to ensure effluent is treated to higher standards.







REASON FOR ACTIVITY

Through treating and disposing of wastewater, the Council is protecting both the physical environment and the health of the community.

STRATEGIC GOAL

The long term goal is to ensure the provision of a safe and efficient wastewater network to all urban properties with an environmentally sound treatment and disposal service. By 2010, the Council's target is to have full compliance with resource consents and management plans.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with wastewater services.	NRB Communitrak Survey
 Fewer than two wastewater reticulation incidents per kilometre of pipeline reported to the Council.	Incident Reports
 Seaview wastewater treatment facilities achieve 100% compliance with relevant resource consent requirements.	Incident Reports Effluent Quality Testing Reports
 Wainuiomata Treatment Station achieves 100% compliance with relevant discharge resource consent requirements during normal use.	Management Reports
 Project Pencarrow milestones met.	Management Reports
   Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.	Management Reports
   Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

WASTEWATER - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	189	191	420	658
Upper Hutt City Council operating contribution	627	843	1,208	1,208
Total operating revenue	816	1,034	1,628	1,866
OPERATING EXPENDITURE				
Employee costs	432	217	217	217
Supplier costs	1,001	952	952	952
Support costs	490	405	398	400
Maintenance costs	1,997	2,802	4,225	4,225
Interest expense	604	720	1,376	1,383
Depreciation	3,762	4,395	5,798	5,861
Total operating expenditure	8,286	9,491	12,966	13,038
OPERATING DEFICIT	(7,470)	(8,457)	(11,338)	(11,172)
Upper Hutt City Council capital contribution	444	15,855	1,491	2,231
NET (DEFICIT)/SURPLUS BEFORE TAX	(7,026)	7,398	(9,847)	(8,941)

WASTEWATER - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Operating deficit	(7,470)	(8,457)	(11,338)	(11,172)
Total rates funding requirement	(7,470)	(8,457)	(11,338)	(11,172)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(1,509)	(1,671)	(1,695)	(1,745)
Capital expenditure - improving services	(1,363)	(61,650)	(5,125)	(6,975)
Less capital subsidies	444	15,855	1,491	2,231
Less depreciation	3,762	4,395	5,798	5,861
Total loan funding surplus/(requirement)	1,334	(43,071)	469	(628)
TOTAL FUNDING REQUIREMENT	(6,136)	(51,528)	(10,869)	(11,800)

MAINTAINING SERVICES (ASSET RENEWALS)

LOCAL WASTEWATER MINOR WORKS \$50,000

This budget allows for minor works identified during the year which require immediate attention. The projects cannot be anticipated or programmed in advance.

WILLIAM STREET SEWER RENEWAL (Emerson Street/High Street) \$91,000

This project is in conjunction with the roading reconstruction programme. The sewer is in poor condition and was identified from CCTV inspection as requiring renewal.

ORIENTAL STREET SEWER RENEWAL (Jackson Street/The Esplanade) \$70,000

This project is in conjunction with the roading reconstruction programme. The sewer is in poor condition and was identified from CCTV inspection as requiring renewal.

SEWER RENEWALS AND REHABILITATION	\$695,000
These sewers are in poor condition and in areas of high infiltration. They have been identified from CCTV inspection as requiring renewal as part of the overflow reduction programme.	
• Barber Grove	\$54,000
• Randwick Road (rear of properties)	\$97,000
• Elizabeth Street	\$28,500
• Tirangi Crescent	\$38,000
• Meadows Avenue	\$137,000
• Douglas Street	\$39,500
• Leighton/Awamutu	\$160,000
• Prebble Grove	\$25,500
• Fleet Street	\$115,500
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TUATORU STREET SEWER RENEWAL (Stage 1)	\$115,500
This sewer is in poor condition and was identified from CCTV inspection as requiring renewal.	
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BLOOMFIELD TERRACE/KNIGHTS ROAD SEWER RENEWAL	\$100,000
The existing sewer is undersize and is restricting flows from contributing catchments. The restriction is contributing to wastewater overflows. The replacement costs have been split between asset renewals and asset upgrades.	
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OROUA STREET SEWER RENEWAL	\$101,500
This sewer is in poor condition and was identified from CCTV inspection as requiring renewal.	
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TITIRO MOANA PUMP STATION	\$31,200
The replacement of electrical and mechanical equipment that has reached the end of its useful life.	
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SORRENTO BAY PUMP STATION	\$38,600
The replacement of electrical and mechanical equipment that has reached the end of its useful life.	
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PUMP STATIONS SCADA UPGRADE	\$25,000
Replacement of SCADA equipment that has reached the end of its useful life.	
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BULK WASTEWATER MINOR WORKS	\$25,000
This budget allows for minor works identified during the year which require immediate attention. The projects cannot be anticipated or programmed in advance.	
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WAINUIOMATA WASTEWATER MINOR WORKS	\$35,000
This budget allows for minor works identified during the year which require immediate attention. The projects cannot be anticipated or programmed in advance.	
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WHITEMANS ROAD BULK SEWER (Blue Mountains Road/Kiln Street)	\$293,000
The existing sewer is undersize and restricting flows from the contributing catchment. The sewer will be upgraded from 225 mm to 375 mm diameter. The replacement costs have been split between asset renewals and asset upgrades.	
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Total Maintaining Services (Asset Renewals)	\$1,670,800

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

WHITEMANS ROAD BULK SEWER (Blue Mountains Road/Kiln Street)	\$37,000
The existing sewer is undersize and restricting flows from the contributing catchment. The sewer will be upgraded from 225 mm to 375 mm diameter. The replacement costs have been split between asset renewals and asset upgrades.	
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BLOOMFIELD TERRACE/KNIGHTS ROAD SEWER UPGRADE	\$201,000
The existing sewer is under capacity and is restricting flows from contributing catchments. The restriction in capacity is contributing to wastewater overflows. The replacement costs have been split between asset renewals and asset upgrades.	
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WASTEWATER PROJECT - (Project Pencarrow)	\$60,976,697
<ul style="list-style-type: none"> • Project Management and Administration Management Structure and Funding - Consultant services for organisation and funding issues (\$344,789) • Design Build Operate (“DBO”) Contract Procurement Process - Management of the DBO contract including contract administration, design review and final phase of design and construction management (\$350,000) • Consultation, Monitoring and Resource Management Act Processes - Preparation of publicity information, ongoing targeted consultation, resource management processes and collection and management of project data including environmental monitoring (\$120,000) • Scheme Element Development - Seaview treatment plant, technical investigations for various other scheme elements including Silverstream storage tanks, network modelling, outfall modelling and sewer protection works (\$60,161,908). 	
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WASTEWATER PROJECT - (Wainuiomata Only Activities)	\$135,000
<ul style="list-style-type: none"> • Scheme Element Development - Technical investigations for the possible disposal of the Wainuiomata treatment plant site, provision for tunnel and pipeline easement payment. 	
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CARRY OVER 2000/2001	
WASTEWATER PROJECT WAINUIOMATA	\$300,000
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Total Improving Services (Asset Upgrades and New Assets) Including Carry Over	\$61,649,697

13. Stormwater

DESCRIPTION









The Council operates an effective drainage system to protect property from flooding damage. Stormwater infrastructure includes pipe networks, streetside gutters, retention dams and open watercourses. These are provided and maintained according to the reasonable costs of managing foreseeable flooding events.

REASON FOR ACTIVITY

No private markets exist to provide a comprehensive city-wide stormwater system.

STRATEGIC GOAL

The long term goal is to ensure the provision of an effective and efficient stormwater network to minimise the impact of flooding. By 2010, the Council's target is to have all new and replacement stormwater works designed to cope with a one in ten-year storm event (excluding Hutt River impacts).

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with stormwater services.	NRB Communitrak Survey
 Fewer than two stormwater reticulation incidents per kilometre of public stormwater drain reported to the Council.	Incident Reports
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports
 Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

STORMWATER - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE				
For the year ending 30 June 2002				
	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Operating subsidies	14	14	14	14
Total operating revenue	14	14	14	14
OPERATING EXPENDITURE				
Employee costs	124	245	245	245
Supplier costs	235	238	238	238
Support costs	342	250	246	247
Maintenance costs	658	655	655	655
Interest expense	560	608	789	766
Depreciation	1,480	1,513	1,497	1,490
Total operating expenditure	3,399	3,509	3,670	3,641
NET DEFICIT BEFORE TAX	(3,385)	(3,495)	(3,656)	(3,627)

STORMWATER - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
RATES FUNDING REQUIREMENT				
Net deficit before tax	(3,385)	(3,495)	(3,656)	(3,627)
Total rates funding requirement	(3,385)	(3,495)	(3,656)	(3,627)
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(263)	(380)	(270)	(360)
Capital expenditure - improving services	(700)	(775)	(1,023)	(587)
Less depreciation	1,480	1,513	1,497	1,490
Total loan funding surplus	517	358	204	543
TOTAL FUNDING REQUIREMENT	(2,868)	(3,137)	(3,452)	(3,084)

MAINTAINING SERVICES (ASSET RENEWALS)

MINOR ASSET RENEWALS	\$95,000
This budget allows for minor works identified during the year which require immediate attention. The projects cannot be anticipated or programmed in advance. \$80,000 is allocated to work on pipelines and \$15,000 to work on pump stations.	
STORMWATER RENEWALS	\$190,000
This is part of the mains renewal programme involving the replacement of existing services that have reached the end of their useful life:	
• Scholes Lane (Scholes Lane-Nelson Street)	\$35,000
• Kennedy Grove	\$35,000
• Bird Grove	\$35,000
• Montgomery Street	\$85,000
PUMP STATION RENEWALS	\$95,000
These works are part of the pumping station renewal programme involving the replacement of existing mechanical and electrical equipment that has reached the end of its useful life:	
• SCADA replacements	\$15,000
• Te Mome pumping station	\$50,000
• Tama Street pumping station	\$20,000
• Guthrie Street subway pumping station	\$10,000
Total Maintaining Services (Asset Renewals)	\$380,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

UPPER STOKES VALLEY ROAD	\$140,000
Stormwater drainage piping is required to alleviate flooding that occurs on private properties where water enters several dwellings during very heavy rainfall.	
EASTERN HUTT ROAD/PETERKIN STREET, WINGATE	\$190,000
A stormwater drainage main is required to alleviate flooding of industrial buildings that occurs during very heavy rainfall.	
EASTERN HUTT ROAD, WINGATE	\$40,000
Stormwater drainage is required to alleviate flooding of industrial buildings that occurs during very heavy rainfall.	

PAGE GROVE, WINGATE A stormwater drainage main is required to alleviate flooding of industrial buildings that occurs during very heavy rainfall.	\$95,000
HELVETIA GROVE A stormwater drainage main is required to alleviate flooding that occurs on private properties during very heavy rainfall.	\$65,000
VALVE MANHOLES The installation of valve manholes on some of the larger stormwater pipelines in Moera, Alicetown and central Hutt areas to provide an additional level of protection. Valve manholes prevent water backflowing up the stormwater mains when the Hutt River is in flood.	\$50,000
KOPARA GROVE RELIEF DRAIN A stormwater drainage main is required to alleviate extensive flooding that occurs on private properties during very heavy rainfall.	\$195,000
Total Improving Services (Asset Upgrades and New Assets)	\$775,000

Group - Environment

Significant Activity

14. Solid Waste Management	64
15. Environmental Management	68
16. Emergency Management	70
17. Animal Control	72



14. Solid Waste Management

DESCRIPTION

















The 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. This activity is guided by the Council's Waste Management Plan.

REASON FOR ACTIVITY

The 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 the Council controlled service but as yet no private sector operators have put forward acceptable proposals for non-Council landfills.

STRATEGIC GOAL

The long term goal is to ensure all residents and businesses have access to an affordable refuse collection service and well managed, environmentally sound waste disposal facilities. The Council also aims to encourage waste reduction, reuse, recycling and recovery. By 2010, the Council's targets are fully compliant with resource consents and management plans, achievement of the Waste Management Plan objectives and ensuring the cost of a refuse collection bag is cheaper than peer local authorities.

PERFORMANCE MEASURES	SOURCE OF INFORMATION				
 At least 80% of Hutt City residents are satisfied with the refuse collection service.	NRB Communitrak Survey				
 At least 80% of Hutt City residents are satisfied with the City's recycling service.	NRB Communitrak Survey				
 At least 80% of Hutt City residents are satisfied with refuse disposal facilities.	NRB Communitrak Survey				
 Landfill management plans and discharge consents are complied with.	Management Reports				
   Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.	Management Reports				
   Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.	Management Reports				
EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

SOLID WASTE MANAGEMENT - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	4,837	4,675	4,925	5,175
Total operating revenue	4,837	4,675	4,925	5,175
OPERATING EXPENDITURE				
Employee costs	181	79	79	79
Supplier costs	3,180	3,273	3,273	3,273
Support costs	236	137	135	135
Maintenance costs	81	98	98	98
Operating projects	149	344	204	204
Interest expense	43	34	44	46
Depreciation	601	572	540	587
Total operating expenditure	4,471	4,537	4,373	4,422
NET SURPLUS BEFORE TAX	366	138	552	753

SOLID WASTE MANAGEMENT - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net surplus before tax	366	138	552	753
Transfer to recycling reserve	(276)	-	(152)	(352)
Transfer to aftercare reserve	(283)	(283)	(283)	(283)
Transfer to capital reserve	(352)	(161)	(261)	(261)
Total rates funding requirement	(545)	(306)	(144)	(143)
LOAN FUNDING REQUIREMENT				
Capital expenditure - improving services	(358)	(601)	(500)	(2,260)
Less depreciation	601	572	540	587
Transfer from capital reserve	174	(36)	(40)	1,673
Total loan funding surplus/(requirement)	417	(65)	-	-
TOTAL FUNDING REQUIREMENT	(128)	(371)	(144)	(143)

OPERATING PROJECTS

OLD WAINUIOMATA LANDFILL Work involves the expansion of ponds to treat contaminated stormwater from the old landfill.	\$28,000
OLD EASTBOURNE LANDFILL Topsoiling and other lease obligations.	\$20,000
OLD EASTBOURNE LANDFILL The construction of a lining to protect the front face and minimise stormwater infiltration.	\$12,000
OLD WINGATE LANDFILL Remedial works are necessary for leachate control to stop the contamination of surface water.	\$60,000
OLD WINGATE LANDFILL Stormwater control work for the upper gullies will reduce stormwater infiltration and improve the stability of the landfill face.	\$60,000

RESIDENTIAL WASTE REDUCTION AND RECYCLING PROMOTIONS This programme continues the promotion of waste reduction and recycling to the residential sector through regular advertising in various media, the development of a waste reduction brochure, regular updating of the waste minimisation website and other promotional material.	\$43,500
COMMERCIAL WASTE REDUCTION AND RECYCLING PROMOTIONS This programme continues the promotion of waste reduction and recycling to the commercial sector. Specific actions include helping businesses implement cleaner production principles through using the Business Care programme.	\$20,000
WASTE ANALYSIS SURVEY A waste analysis survey will be undertaken in order to define the type and source of the waste being disposed of at Hutt City landfills. This information is required to ensure that waste minimisation projects are targeted to reduce significant waste streams and to monitor the progress of waste minimisation projects. This information would also be used to help size the Resource Recovery Centre.	\$20,000
IN-HOUSE RECYCLING SYSTEM Completion of the in-house recycling system introduced into the Council's buildings in 2000/2001.	\$25,000
ENVIROMART Hutt City's share of the operating costs for this regional Internet based waste materials exchange system.	\$7,500
SCHOOL PROGRAMMES This programme will promote waste reduction and recycling within schools.	\$3,000
ECO-COMMUNITY The continuation of support and information to those parties who have undertaken to be part of the eco-community pilot project.	\$5,000
CARRY OVERS 2000/2001	
TRANSFER STATION STUDY	\$15,000
DECOMMISSIONED LANDFILLS	\$25,000
Total Operating Projects Including Carry Overs	\$344,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

SILVERSTREAM LEACHATE WORKS Construction works are required to reduce leachate flow, improve leachate quality and to reduce trade waste disposal costs.	\$60,000
SILVERSTREAM FRONT FACE WORKS This project will complete the stormwater control measures on the face and landscaping to finish the front face upgrade.	\$56,000
SILVERSTREAM NEW LANDFILL DEVELOPMENT Groundwater investigation and monitoring will provide the required information for the resource consent application for Stage 2.	\$30,000
SILVERSTREAM NEW LANDFILL DEVELOPMENT This budget will enable the commencement of the resource consent applications process for the Stage 2 development.	\$60,000
SILVERSTREAM NEW LANDFILL DEVELOPMENT Preliminary design work is required for the Stage 2 development at Silverstream.	\$75,000

WAINUIOMATA STORMWATER DIVERSION	\$225,000
The construction of southern high level stormwater benches will complete the diversion of surface water around the landfill.	
<hr/>	
WAINUIOMATA ENTRY AREA WORKS	\$30,000
The renovation of the entrance area will improve appearance and utilisation of the area.	
<hr/>	
CARRY OVERS 2000/2001	
SILVERSTREAM LANDFILL - LEACHATE CONTROL	\$50,000
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SILVERSTREAM LANDFILL - FUTURE LANDFILL DEVELOPMENT	\$15,000
<hr/>	
Total Improving Services (Asset Upgrades and New Assets) Including Carry Overs	\$601,000
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15. Environmental Management

DESCRIPTION












The Council develops, implements and monitors the District Plan, relevant bylaws and other environmental policies and plans for the sustainable development of the City. The 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 bylaw requirements. Regular inspections of business premises, certification and liquor licensing are undertaken to promote and protect public health in the City. Noise and hazardous substances are also controlled by this activity.

REASON FOR ACTIVITY




There is a legal requirement for this activity.

STRATEGIC GOAL

The long term goal is to implement sound environmental policies and rules which reflect community views, encourage sustainable development and address adverse environmental effects. The aim is to ensure development continues in an environmentally acceptable manner, a safe and healthy City is maintained and the Council's service is timely, efficient and customer focused. By 2010, the Council's targets are to have a new District Plan, to issue all approvals within statutory time frames and maintain a declining trend in environmental incidents.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 All notified applications not requiring a hearing submitted for decision within ten working days. 80% of non-notified consents issued within five working days.	Computer Database Records
 90% of premises registered or licensed within 30 days of the date of application.	Computer Database Records
 80% of Hutt City users are satisfied with the service in processing non-notified resource consents.	Customer Surveys
 80% of hearing participants are satisfied they have received a fair hearing.	Survey of participants
 80% of hearings decisions issued within ten working days of the hearing.	Computer Database Records
 Fewer than 1% of the Council's notified resource consent decisions successfully appealed in the Environment Court.	Computer Database Records
 90% of applications for building consents determined: <ul style="list-style-type: none"> • within nine working days for consents under \$500,000 in value and • within 20 working days for consents over \$500,000. 	Computer Database Records
 Less than 5% of decisions sought on the Proposed District Plan, successfully appealed in the Environment Court.	Computer Database Records
 Annual Environmental Monitoring Report presented to the Council by the end of June 2002.	Council Minutes
 Reserve Management Plans for facility reserves approved by the Council by the end of February 2002.	Council Minutes
 The Keep Hutt City Beautiful Programme to be developed and implemented in conjunction with community group representatives.	Divisional Records

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 Business Care Cleaner Production training programmes delivered to business and industry by the end of April 2002.	Divisional Records
 At least 80% of Hutt City users are satisfied with the inspection service and requests for service.	Evaluation of survey forms
 All sites subject to resource consent conditions inspected for compliance within nine months of approval.	Computer Database Records

EXPLANATION OF PERFORMANCE SYMBOLS

 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently
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ENVIRONMENTAL MANAGEMENT - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	1,535	1,594	1,594	1,594
Other revenue	19	31	31	31
Total operating revenue	1,554	1,625	1,625	1,625
OPERATING EXPENDITURE				
Employee costs	1,873	2,133	2,133	2,133
Supplier costs	656	677	677	677
Support costs	873	633	622	625
Maintenance costs	7	6	6	6
Operating projects	-	50	-	-
Depreciation	16	18	4	1
Total operating expenditure	3,425	3,517	3,442	3,442
NET DEFICIT BEFORE TAX	(1,871)	(1,892)	(1,817)	(1,817)

ENVIRONMENTAL MANAGEMENT - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(1,871)	(1,892)	(1,817)	(1,817)
Total rates funding requirement	(1,871)	(1,892)	(1,817)	(1,817)
LOAN FUNDING REQUIREMENT				
Less depreciation	16	18	4	1
Total loan funding surplus	16	18	4	1
TOTAL FUNDING REQUIREMENT	(1,855)	(1,874)	(1,813)	(1,816)

OPERATING PROJECT

DISTRICT PLAN PUBLICATION	\$50,000
Publication costs for the printing of the City's new District Plan.	
Total Operating Project	\$50,000

16. Emergency Management

DESCRIPTION




The 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. The Council maintains the in-house capacity to co-ordinate responses to both civil defence and rural fire emergencies.

REASON FOR ACTIVITY

This is a legal requirement under the Forest and Rural Fires Act and the Civil Defence Act.

STRATEGIC GOAL

The long term goal is to ensure residents are fully prepared for an emergency so that its impact on the community is minimised. By 2010, the Council's target is that over 68% of Hutt City households have an emergency kit prepared.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 65% of Hutt City residents are prepared for an emergency.	NRB Communitrak Survey
 Emergencies responded to in accordance with the Corporate Emergency Plan, Civil Defence Plan and related procedures.	Management Records
 Rural fire emergencies responded to in accordance with the Rural Fire Plan and related procedures.	Wellington Regional Rural Fire Committee Records

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

EMERGENCY MANAGEMENT - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Operating subsidies	30	30	30	30
Total operating revenue	30	30	30	30
OPERATING EXPENDITURE				
Employee costs	183	202	202	202
Supplier costs	83	83	83	83
Support costs	169	161	158	159
Maintenance costs	6	6	6	6
Depreciation	11	16	9	5
Total operating expenditure	452	468	458	455
NET DEFICIT BEFORE TAX	(422)	(438)	(428)	(425)

EMERGENCY MANAGEMENT - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
RATES FUNDING REQUIREMENT				
Net deficit before tax	(422)	(438)	(428)	(425)
Total rates funding requirement	(422)	(438)	(428)	(425)
LOAN FUNDING REQUIREMENT				
Less depreciation	11	16	9	5
Total loan funding surplus	11	16	9	5
TOTAL FUNDING REQUIREMENT	(411)	(422)	(419)	(420)

17. Animal Control

DESCRIPTION


This activity is concerned with the control of animals and stock in the City, and public education about the care and control of animals. A large part of the Council's activity involves dogs and dog registrations.

REASON FOR ACTIVITY

This is a legal requirement.

STRATEGIC GOAL

The long term goal is to ensure that animals are controlled so that residents are safe, annoyance factors are minimised and the welfare of animals is protected. By 2010, the Council's target is to achieve a declining trend in the number of dog complaints as a percentage of total dog numbers.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 80% of Hutt City residents are satisfied with the Council's animal control.	NRB Communitrak Survey

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

ANIMAL CONTROL - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	497	500	500	500
Other revenue	5	7	7	7
Total operating revenue	502	507	507	507
OPERATING EXPENDITURE				
Employee costs	215	214	214	214
Supplier costs	135	121	121	121
Support costs	159	178	175	176
Maintenance costs	5	5	5	5
Depreciation	2	2	2	1
Total operating expenditure	516	520	517	517
NET DEFICIT BEFORE TAX	(14)	(13)	(10)	(10)

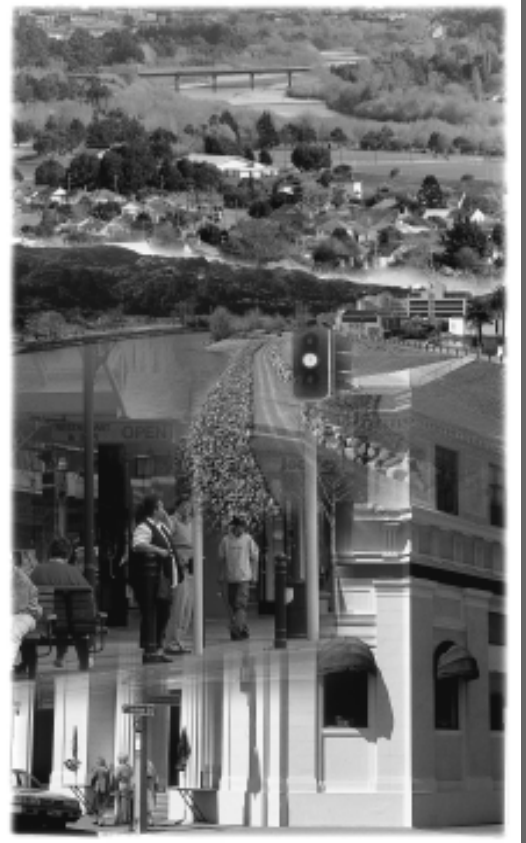
ANIMAL CONTROL - PROSPECTIVE FUNDING REQUIREMENT

RATES FUNDING REQUIREMENT				
Net deficit before tax	(14)	(13)	(10)	(10)
Total rates funding requirement	(14)	(13)	(10)	(10)
LOAN FUNDING REQUIREMENT				
Less depreciation	2	2	2	1
Total loan funding surplus	2	2	2	1
TOTAL FUNDING REQUIREMENT	(12)	(11)	(8)	(9)

Group - Economy

Significant Activity

18. Urban Design and Enhancement	74
19. Commercial Property	77
20. Economic Development	80



18. Urban Design and Enhancement

DESCRIPTION






















The Council aims to develop an urban environment that will help to attract people and investment and enhance the City's image. The Council also recognises the contribution the City's heritage buildings and features play in the City's image and history.

REASON FOR ACTIVITY

The public space of the City is managed and developed by the 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. The Council therefore purchases the public benefit on behalf of the community.

STRATEGIC GOAL

The Council aims to develop an urban environment that helps to attract people and investment while retaining heritage buildings and features for future generations. By 2010, the Council's targets are to ensure the majority of Hutt City residents approve of the urban environment and that at least 80% of listed heritage buildings are retained.

PERFORMANCE MEASURES	SOURCE OF INFORMATION				
 Central Area programme completed on time, to the required standard and within budget.  	Management Reports				
 Urban design and enhancement projects programme completed on time, to the required standard and within budget.  	Management Reports				
 Earthquake risk and heritage building fund projects completed on time, to the required standard and within budget.  	Management Reports				
 Heritage Project Fund programmes completed on time, to the required standard and within budget.  	Management Reports				
 Suburban Shopping Centre programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports				
EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

URBAN DESIGN AND ENHANCEMENT - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Total operating revenue	-	-	-	-
OPERATING EXPENDITURE				
Employee costs	106	97	97	97
Support costs	132	75	74	74
Operating projects	178	208	165	165
Total operating expenditure	416	380	336	336
NET DEFICIT BEFORE TAX	(416)	(380)	(336)	(336)

URBAN DESIGN AND ENHANCEMENT - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net deficit before tax	(416)	(380)	(336)	(336)
Total rates funding requirement	(416)	(380)	(336)	(336)
LOAN FUNDING REQUIREMENT				
Capital expenditure - improving services	(166)	(577)	(300)	(300)
Total loan funding requirement	(166)	(577)	(300)	(300)
TOTAL FUNDING REQUIREMENT	(582)	(957)	(636)	(636)

OPERATING PROJECTS

EARTHQUAKE RISK AND HERITAGE BUILDING FUND This funding provides grants to building owners for feasibility studies, working drawings and strengthening work.	\$75,000
HERITAGE PROJECT FUND Heritage projects will include trails, plaques and contributions to heritage month.	\$20,000
GRAFFITI WATCH Funding for the City's rapid response anti-graffiti service, Graffiti Watch.	\$60,000
ORAL ARCHIVES PROJECT This budget will launch the oral archives project and provide for interviewers and recording of information.	\$10,000
CARRY OVERS 2000/2001	
HERITAGE PROJECT FUND	\$14,000
RAPID RESPONSE ANTI-GRAFFITI SERVICE	\$29,000
Total Operating Projects Including Carry Overs	\$208,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

SUBURBAN SHOPPING CENTRES	\$100,000
The continuation of the programme of streetscape improvements and advice to retailers in suburban shopping centres. The budget includes design and project management costs.	
CENTRAL CITY AREA ENVIRONMENTAL IMPROVEMENTS	\$100,000
This budget will fund the on-going programme of environmental improvements with the central business district.	
CENTRAL CITY SAFE CITY STRATEGY	\$100,000
The development of a Strategy as part of the economic and social development of the City and provision for other initiatives to address safety concerns in the central business district.	
CARRY OVERS 2000/2001	
SUBURBAN SHOPPING CENTRES	\$50,000
CENTRAL CITY AREA ENVIRONMENTAL IMPROVEMENTS	\$227,000
Total Improving Services (Asset Upgrades and New Assets) Including Carry Overs	\$577,000

19. Commercial Property

DESCRIPTION










The Council provides and maintains a number of properties that it operates on a commercial basis. The main portfolios are housing units for elderly people and socially disadvantaged, buildings used for Council administration and the Seaview Marina.







REASON FOR ACTIVITY

The Council's ownership of most of its commercial property is historical. The Council's policy is to retain rental housing for the elderly and socially disadvantaged, and to sell long term leases for the marina berths. The Council continues to assess its property needs in terms of the properties it currently owns and occupies.

STRATEGIC GOAL

The long term goal is to ensure that properties owned by the Council required for core activities are efficiently managed and that all Hutt City residents have access to affordable housing. By 2010, the Council's targets are to have sold all freehold properties not required for core functions and to be a successful advocate of the community's housing needs.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 At least 91% occupancy for rental housing.	Divisional Records
 At least 90% occupancy for commercial properties.	Divisional Records
 At least 80% occupancy for Marina berths.	Divisional Records
 Programmes to maintain current services (asset renewals, maintenance and operations) completed on time, to the required standard and within budget.  	Management Reports
 Programmes to improve services (asset upgrades and new assets) completed on time, to the required standard and within budget.  	Management Reports

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

COMMERCIAL PROPERTY - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	2,695	2,491	2,352	2,288
Total operating revenue	2,695	2,491	2,352	2,288
OPERATING EXPENDITURE				
Employee costs	132	133	133	133
Supplier costs	709	910	816	816
Support costs	22	(374)	(368)	(369)
Maintenance costs	671	669	609	609
Operating projects	-	11	-	-
Interest expense	309	336	398	344
Depreciation	574	688	656	615
Total operating expenditure	2,417	2,373	2,244	2,148
NET SURPLUS BEFORE TAX	278	118	108	140

COMMERCIAL PROPERTY - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net surplus before tax	278	118	108	140
Total rates funding surplus	278	118	108	140
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(55)	(126)	(55)	(55)
Capital expenditure - improving services	(30)	(111)	(120)	-
Less depreciation	574	688	656	615
Less asset sales	3,200	1,000	2,300	1,000
Total loan funding surplus	3,689	1,451	2,781	1,560
TOTAL FUNDING SURPLUS	3,967	1,569	2,889	1,700

OPERATING PROJECT

CARRY OVER 2000/2001

MISCELLANEOUS PROPERTIES \$10,600

Total Operating Project Including Carry Over \$10,600

MAINTAINING SERVICES (ASSET RENEWALS)

COUNCIL BUILDINGS LOCK REPLACEMENT \$37,167

This budget will provide for the replacement of locks and alignment of all keys into a master key system. All options to improve the security of the existing master key system have been exhausted.

WAINUIOMATA SERVICE CENTRE \$3,000

A glazed section of the Service Centre roof requires replacement with galvanised roofing due to continual water problems.

MOERA LIBRARY \$5,600

The library suffers from poor ventilation. This budget will replace fixed windows with opening windows and the manual air extraction system in children's area will be replaced with an automatic system.

STOKES VALLEY LIBRARY The fixed light domes will be replaced with ones that provide ventilation for health and safety reasons.	\$2,500
PETONE SETTLERS MUSEUM Roof areas (including the tower) require replacement in order to remain weather-proof.	\$33,000
RENTAL HOUSING The replacement of the roof at 15/17 Aurora Street.	\$6,500
SEAVIEW MARINA The electric fence surrounding the compound B area requires replacement to ensure continued security of the area. The stormwater boom has broken and is temporarily patched. It now requires replacement to provide adequate stormwater control.	\$23,500
CARRY OVER 2000/2001	
SEAVIEW MARINA RENEW RIP RAP	\$15,000
Total Maintaining Services (Asset Renewals) Including Carry Over	\$126,267
IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)	
LAINGS ROAD BUILDING ACCESS The access control system will be upgraded to magnetic locks to improve the security of the building.	\$12,500
COUNCIL CHAMBERS UPGRADE This project has been developed in partnership with Tangata Whenua. The budget will provide for the incorporation of Maori taonga and other cultural treasures in the Council Chambers.	\$50,000
WAINUIOMATA SERVICE CENTRE Ceiling fans in the main area will be installed to improve air circulation.	\$9,000
RENTAL HOUSING Vehicles are damaging the grounds at 980 High Street as there is no off street carparking. Five carpads will be constructed.	\$12,000
SEAVIEW MARINA CRADLES The purchase of four new cradles (three small and one large) for the Marina is expected to generate around \$13,000 to \$15,000 in extra revenue annually.	\$18,000
CARRY OVER 2000/2001	
SEAVIEW MARINA AMENITY IMPROVEMENTS AND DINGHY RAMP/RACK	\$9,200
Total Improving Services (Asset Upgrades and New Assets) Including Carry Over	\$110,700

20. Economic Development

DESCRIPTION







The Council has a leading role in fostering the City's growth in a number of ways. 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.

REASON FOR ACTIVITY

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 the Council's support of the business sector and from the promotion of the City as a place to visit.

STRATEGIC GOAL

The long term goal is to facilitate the expansion and creation of local businesses and to generate increased wealth for Hutt City residents through increased visitor numbers and additional businesses. By 2010, the Council's targets are to increase the number of businesses in and visitors to Hutt City, and to be viewed as a business friendly Council.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 Economic development projects completed on time, to the required standard and within budget.  	Management Reports
 Hutt 2000 business plan milestones met.	Management Reports
 Jackson Street programme business plan milestones met.	Management Reports
 At least 80% of Hutt City residents are satisfied with the visitor information services and special events.	NRB Communitrak Survey

EXPLANATION OF PERFORMANCE SYMBOLS					
	Completed on time		Completed within budget		Residents satisfied
	Completed to technical standards		Completed effectively		Completed efficiently

ECONOMIC DEVELOPMENT - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE				
For the year ending 30 June 2002				
	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Total operating revenue	-	-	-	-
OPERATING EXPENDITURE				
Employee costs	155	172	172	172
Support costs	186	179	176	177
Operating projects	588	983	883	883
Total operating expenditure	929	1,334	1,231	1,232
NET DEFICIT BEFORE TAX	(929)	(1,334)	(1,231)	(1,232)

ECONOMIC DEVELOPMENT - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
RATES FUNDING REQUIREMENT				
Net deficit before tax	(929)	(1,334)	(1,231)	(1,232)
Total rates funding requirement	(929)	(1,334)	(1,231)	(1,232)
LOAN FUNDING REQUIREMENT				
Capital expenditure - improving services	(100)	(200)	(100)	(60)
Total loan funding requirement	(100)	(200)	(100)	(60)
TOTAL FUNDING REQUIREMENT	(1,029)	(1,534)	(1,331)	(1,292)

OPERATING PROJECTS

HUTT 2000 Third year of a six-year contract for the promotion and marketing of the central commercial area of the City.	\$240,000
JACKSON STREET PROGRAMME Continuation of funding for the Mainstreet Programme (funded by a rate levied on businesses in the area).	\$60,000
VISITOR INFORMATION SERVICES Provision of visitor information services and promotion of information on the City.	\$120,000
EVENTS AND PROMOTIONS Contributions and seeding funding for promotional events in Hutt City.	\$95,000
INTERNATIONAL COOPERATING CITIES Support for Hutt City's International Cooperative relationships with Minoh and Tempe, including a contract with the Hutt Sister Cities Foundation.	\$38,000
REGIONAL ECONOMIC DEVELOPMENT AGENCY Hutt City's contribution to the new Regional Economic Development Agency as proposed in the Start Up Group report, August 2000.	\$210,000
GOLD AWARDS Wellington Region Gold Awards are held annually to recognise excellence and enterprise in business, and to demonstrate appreciation for the business community's contribution to the region as a whole. Local authorities in the Wellington region and business sponsorship contribute to the cost of the Awards.	\$10,000
SMALL BUSINESS ASSISTANCE Support for development of small businesses.	\$20,000
LIBRARY AND MUSEUM SHIFT FEASIBILITY STUDY Funding of a feasibility study of a part of the Council's property portfolio. The study involves the Central Library, Dowse and Settlers Museums and is based on better utilisation of the Council's premises and the promotion of economic development opportunities.	\$100,000
CARRY OVERS 2000/2001	
ECONOMIC DEVELOPMENT FUND PROJECTS	\$65,000
ECONOMIC DEVELOPMENT PROJECTS	\$25,000
Total Operating Projects Including Carry Overs	\$983,000

IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)

SEAVIEW/GRACEFIELD DEVELOPMENTS	\$100,000
The continuation of the programme for the planned development and enhancements around the Seaview and Gracefield industrial area.	

CARRY OVER 2000/2001

SEAVIEW/GRACEFIELD DEVELOPMENTS	\$100,000
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Total Improving Services (Asset Upgrades and New Assets) Including Carry Over	\$200,000
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Other Activities

Significant Activity

21. Managing the Investments 84

22. Council Management Services 86



21. Managing the Investments

DESCRIPTION

The Council set up Local Authority Trading Enterprises (“LATEs”) to ensure that operations in those areas are accountable and efficient. The Council will look after its shareholdings in the LATEs, requiring that they operate in an efficient, effective and profitable manner. The LATEs are:







- Centre City Plaza Limited: this is a property company which owns and operates the Centre City Plaza Development, a retail, cinema and parking complex in the City’s Central Business District
- Caulfold Holdings Limited: this is a property company which formerly owned and leased Stage 1 of the Centre City Plaza Development.

REASON FOR ACTIVITY

The LATEs were established to allow the Council to operate in a more accountable, contestable and efficient way when it purchases services provided by the LATEs and their subsidiaries. The Council intends to sell Centre City Plaza Limited.

STRATEGIC GOAL

The management of the City’s investments are prudently carried out to provide the best returns on secure low risk investments. The long term goal is to ensure all investments conform with the Council’s Treasury Management Policy.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 Centre City Plaza Limited will achieve a rate of return on shareholder's funds of 6% before taxation.	Centre City's Quarterly Financial Reports
 Property maintenance is carried out according to programme, budget and best of trade standards.	Divisional Records
 All building, technical and regulatory standards are complied with.	Building Services Records; Monthly and Annual Building Warrant of Fitness Inspections
 Targets achieved within allocated budgets.	Centre City's Quarterly Financial Reports
 Value of the assets is maximised.	Centre City's Quarterly Financial Reports
 Reporting obligations to the Council will be met by Caulfold Holdings Limited.	Caulfold Holding's Quarterly Financial Reports

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

MANAGING THE INVESTMENTS - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

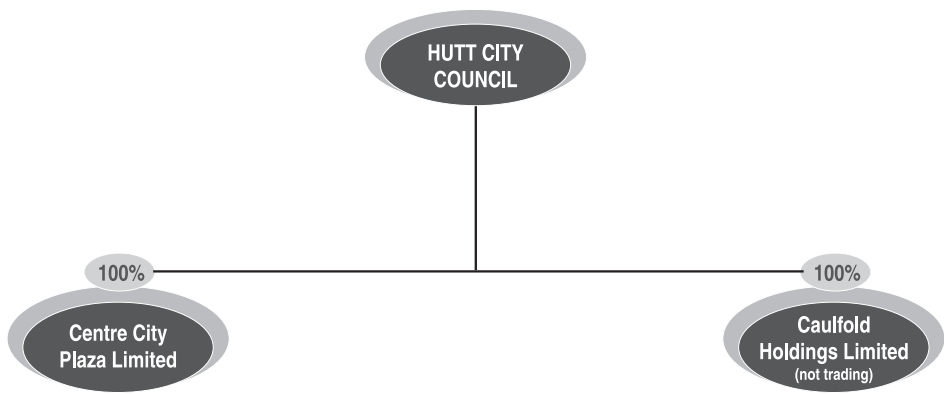
For the year ending 30 June 2002				
	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
Other revenue	-	600	600	600
Total operating revenue	-	600	600	600
OPERATING EXPENDITURE				
Interest expense	-	-	-	-
Total operating expenditure	-	-	-	-
NET SURPLUS BEFORE TAX	-	600	600	600

MANAGING THE INVESTMENTS - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
RATES FUNDING REQUIREMENT				
Net surplus before tax	-	600	600	600
Total rates funding surplus	-	600	600	600
TOTAL FUNDING SURPLUS	-	600	600	600

LATEs OPERATING STRUCTURE



22. Council Management Services

DESCRIPTION

The activities undertaken by Council Management Services include:

1. Office of the Chief Executive

Legal Counsel
Communications

2. Corporate Planning

Strategic Planning
Democratic Services
Mayor's Office
Human Resources
Support Services

3. Customer Relations

Customer Call Centre
Customer Service Centre

4. Finance

Rates Estimation
Rates Collection
Debt Management
Financial Accounting
Management Accounting
Payroll

5. Information Management

Information Technology
Corporate Information
Records
Archives
Engineering Records
Land Information Services
Corporate Library

6. Administration


Customer Services
Asset Management
Leisure Services
Street Services
Water Services
Property
Community Development
Strategic Development


REASON FOR ACTIVITY





Council Management Services are necessary for the proper management of the City. The main areas are organisational management, financial management and reporting, customer services, risk management and management of information. There are a number of additional supporting services that ensure all activities are performed in a cost efficient manner.

STRATEGIC GOAL

The strategic goal of Council Management Services is to ensure the administrative functions of the Council are delivered in a professional, timely and cost effective way. The long term goal is for management services to be rated better than peer local authorities using benchmark comparisons.

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 Balanced operating budget achieved, specifically in 2001/2002 a surplus of \$16.034 million.	Quarterly Accounts and Annual Accounts
 Balanced cash flow achieved, while rate funding depreciation and loan funding capital expenditure (excluding fund transfer items, capital subsidies and asset sales).	Quarterly Accounts and Annual Accounts

EXPLANATION OF PERFORMANCE SYMBOLS					
 Completed on time	 Completed within budget	 Residents satisfied	 Completed to technical standards	 Completed effectively	 Completed efficiently

PERFORMANCE MEASURES	SOURCE OF INFORMATION
 Management of net debt to levels no greater than in the debt profile, specifically in the 2001/2002 financial year closing net debt less than \$87.420 million.	Quarterly Accounts and Annual Accounts
 Total rate increases no more than inflation as measured by the most recent actual Consumer Price Index.	Annual Plan
 Capital expenditure, excluding carry overs, Project Pencarrow, the Landfills, and Reserve, Purchase and Development funded projects below \$4.655 million in 2001/2002.	Quarterly Accounts and Annual Accounts
 The programme of asset sales to generate \$75.0 million by 2006/2007 will be continued (specifically in 2001/2002 asset sales total \$1.000 million).	Quarterly Accounts and Annual Accounts

EXPLANATION OF PERFORMANCE SYMBOLS



Completed on time



Completed within budget



Residents satisfied



Completed to technical standards



Completed effectively



Completed efficiently

COUNCIL MANAGEMENT SERVICES - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s
OPERATING REVENUE				
User charges	894	833	833	833
Interest income	200	-	-	-
Gain on disposal of assets	382	-	-	-
Other revenue	742	581	581	581
Total operating revenue	2,218	1,414	1,414	1,414
OPERATING EXPENDITURE				
Employee costs	4,828	4,702	4,702	4,702
Supplier costs	5,162	5,166	5,166	5,166
Maintenance costs	143	134	134	134
Operating projects	3	66	6	6
Depreciation	1,009	911	808	850
Total operating expenditure	11,145	10,979	10,816	10,858
OPERATING DEFICIT	(8,927)	(9,565)	(9,402)	(9,444)
Less costs allocated to significant activities	10,520	9,565	9,402	9,444
NET SURPLUS BEFORE TAX	1,593	-	-	-

COUNCIL MANAGEMENT SERVICES - PROSPECTIVE FUNDING REQUIREMENT

For the year ending 30 June 2002

RATES FUNDING REQUIREMENT				
Net surplus before tax	1,593	-	-	-
Transfer to operating reserve	(100)	(100)	(100)	(100)
Rate funded debt repayment	(3,005)	1,515	4,879	2,308
Total rates funding (requirement)/surplus	(1,512)	1,415	4,779	2,208
LOAN FUNDING REQUIREMENT				
Capital expenditure - maintaining services	(442)	(795)	(495)	(495)
Capital expenditure - improving services	(308)	(655)	(485)	(485)
Less depreciation	1,009	911	808	850
Less rate funded debt repayment	3,005	(1,515)	(4,879)	(2,308)
Total loan funding surplus/(requirement)	3,264	(2,054)	(5,051)	(2,438)
TOTAL FUNDING SURPLUS/(REQUIREMENT)	1,752	(639)	(272)	(230)

OPERATING PROJECTS	
REPRESENTATIVES GRANTS	\$3,000
New Zealand Representatives Grants are made to Hutt City residents who are representing New Zealand overseas.	
CITIZENSHIP GIFT	\$3,500
The gifting of a small native plant to each new citizen as part of the Citizenship Ceremonies.	
HUMAN RESOURCES HEALTH AND SAFETY IMPROVEMENTS	\$15,000
CARRY OVER 2000/2001	
CORPORATE PLANNING	\$45,000
Total Operating Projects Including Carry Over	\$66,500

MAINTAINING SERVICES (ASSET RENEWALS)	
CUSTOMER CALL CENTRE PBX	\$10,000
The current PBX system provides telecommunications for the Administration Building and all land/voice lines to and from the Council's main telephone number. This budget allows for the maintenance of infrastructure (including replacement parts) to support the PBX functions and provide for business continuity.	
PC REPLACEMENT PROGRAMME	\$289,000
A three-year replacement cycle is required to keep pace with increasing software performance demands and to avoid escalating costs and parts incompatibility associated with old equipment.	
PC CATCH UP	\$228,800
The current replacement cycle for PCs has stretched out to five years due to the absorption of PC growth and budget restrictions. Currently there are 104 PCs which are not capable of running core applications and require significant maintenance resources.	
PRINTER REPLACEMENT PROGRAM	\$38,000
The Council currently has printers up to eight years old, including a number of different makes and models which complicates administration. The replacement programme will gradually remove problematic printers from the environment.	
SERVER REPLACEMENT PROGRAM	\$30,000
Many of the Council's servers are three years old or less so full replacement will only become necessary in the following year. The proposed programme will enable the replacement of one five-year old server that is no longer sufficiently specified to accommodate current software requirements and will also enable replacement of the GIS server concurrently with the migration from Unix to NT.	
FIREWALL SECURITY MAINTENANCE	\$30,000
This budget will ensure the renewal of the Council's current firewall infrastructure in line with industry standard security measures. The current infrastructure was specified three years ago and while appropriate at that time, within twelve months it will no longer provide sufficient security for data and system assets due to increased access demands and the availability of increasingly sophisticated software.	
MICROSOFT SELECT SOFTWARE	\$5,000
Provides for software not covered under the Microsoft Enterprise agreement or maintenance such as Microsoft Project software.	
NETWORK MAINTENANCE	\$10,000
This budget provides for the replacement of hubs, routers and rewiring.	

DATUM 2000 MAP GRID CONVERSION	\$15,000
Two major changes are presently happening in base data in New Zealand. A new datum compatible with GPS has been released and a new map grid is being proposed (due 30 June 2001). This means all the Council's datasets must be converted to conform to New Zealand standards and to accept new data. This transfer must be done at the same time, otherwise data becomes unusable (old and new data cannot be viewed together).	
NON-MICROSOFT SOFTWARE	\$79,000
Provides for replacement of GIS Internet/Intranet software that is no longer supported by developers and purchase of new PC Antivirus software. Although the Council currently receives the latest virus signature updates, the underlying software is outdated and not geared to deal with the current speed and mobility of virus attacks or provide adequate reporting.	
REPLACEMENT MICROFILM READER PRINTER ENGINEERING RECORD	\$50,000
The current printer is 15 years old. The model is no longer in production and spare parts are not available. Advice from the service engineer is that it is likely to become unserviceable at some point during the next twelve months.	
ARCHIVES BUILDING AND STORAGE	\$10,000
To maintain storage conditions for archives and avoid deterioration in the condition of the material.	
Total Maintaining Services (Asset Renewals)	\$794,800
IMPROVING SERVICES (ASSET UPGRADES AND NEW ASSETS)	
SOFTWARE ENHANCEMENTS	\$160,000
This budget will provide new modules for licensing, on-line Request for Service, property applications and customer enquiries (contact details, service requests and progress, rates information, animal control, accounts receivable and water billing), replacing manual processes and integrating information. New modules will integrate call centre responses with website enquiries and track e-mail, webchat and call-back activity, providing a single view of performance levels. It will also enable implementation of the Confirm Asset Management Summary Payments module ("Confirm") and External Interface module, facilitating integration between Confirm and accounts payable and enabling 'in the field' job updates. This is particularly important for urgent work or in an emergency situation where response time and resource allocation is critical.	
WIRELESS WIDE AREA NETWORK ("WAN") PROJECT	\$100,000
This project will enable the Council to move from the current leased data circuits for the WAN to a Radio WAN. The technology is now appropriately priced and supported to enable this shift. The one-off capital expenditure will be offset by operational savings of \$60,000 per year.	
ON-LINE SERVICE DEVELOPMENT	\$115,000
This project will improve public access to Council information and services and provide front-end integration for Council data resulting in seamless data input, elimination of duplicate manual entry, enhanced data quality and more timely responses to customers. It will integrate emerging web enabled modules of software into the Council's web site and provide a secure environment for processing transactions on-line.	
DOCUMENT MANAGEMENT PROJECT	\$50,000
This project continues the scanning and archival of the Council's core documents into the document management system, maximising investment in the product.	
CORPORATE HEALTH AND SAFETY EQUIPMENT	\$30,000
This budget continues the programme to ensure compliance with health and safety requirements.	
DISABLED ACCESS TO THE COUNCIL'S BUILDINGS	\$50,000
This budget continues the programme to ensure all the Council-owned facilities comply with the relevant disabled access codes.	
CARRY OVER 2000/2001	
DISABLED ACCESS	\$150,000
Total Improving Services (Asset Upgrades and New Assets) Including Carry Over	\$655,000

Statement of Significant Changes in Policies or Activities

In accordance with section 223D of the Local Government Act 1974 the Council is required to declare any significant changes in policies or activities planned for the next three years.

CHANGES IN POLICIES

This Annual Plan follows the policies set out in the Council's Funding Policy 2001 – 2004 and Long Term Financial Strategy 2001 – 2011. The Long Term Financial Strategy is included in this Annual Plan together with an outline of the Funding Policy. A Statement of Accounting Policies and outlines of the Investment Policy and Borrowing Management Policy are also included in this Annual Plan, please refer to the Policy Statements section on pages 104 to 125.

THE FUNDING POLICY

The Council is legally required to review its Funding Policy every three years. A revised Funding Policy 2001 – 2004 has been adopted by the Council. In general, the Funding Policy indicates that the current level of public and private funding for the Council's services is about right. The Funding Policy confirms the Council's intention to move some of the rates burden off the business community and onto the residential sector. For further details on the Funding Policy 2001 – 2004, please refer to the outline on pages 115 to 124.

THE LONG TERM FINANCIAL STRATEGY

The Long Term Financial Strategy has been revised for the years 2001 – 2011 and appears in the following section. Some significant changes have been made to the Council's Long Term Financial Strategy and these are detailed in the Introduction on pages 93 and 94:

The main changes are:

- a reduction in discretionary capital expenditure over the next three years (down to an average of \$3.5 million from 2003/2004 onwards)
- increased fixed asset values due to revaluations
- future assumptions on the continuation of operational efficiencies budgeted for 2001/2002
- revenue from increased trade waste charges
- forecast changes in rates over the next ten years equating to a nil movement over the period (with a temporary increase of 4.0% between the 2003/2004 and 2009/2010 financial years).

CHANGES IN ACTIVITIES

There have been no changes to the significant activities from those detailed in the Council's 2000/2001 Annual Plan. No further change in activities is planned for the next three years.

Changes to Performance Measures

There have been a few changes to performance measures for this year. Some performance measures have been revised but most are the same as for 2000/2001.

Changes to the Rating System

The Annual Plan the Council has adopted for 2001/2002 reflects no increase in total rates income. There is a small reduction in the level of fixed charges for 2001/2002, decreasing from \$546.00 to \$540.40 per property. However, the make up of the fixed charges is different to those levied in 2000/2001. Sewage and water charges have increased but the Council has decided not to have a Uniform Annual General Charge levied in 2001/2002.

The Council intends to further reduce the overall business general differential in the next three years and to move towards eventually making Eastbourne business properties a part of the business general group.

Changes to Fees and Charges

The Local Government No. 3 Amendment Act requires the Council to look at the costs and benefits of each significant activity and, where specific users can be identified, charge the users for each service. In order to comply with the legislation, the Council has adopted a revised Funding Policy 2001 – 2004 which states that the overall level of current user charges is appropriate. Cemetery fees have increased slightly this year to cover the costs of the service.

Any other movements in user charges in future years will only be to achieve the final allocation of costs as set out in the Funding Policy. The introduction of trade waste charges is likely to be the only significantly change to fees and charges over the next three years.

Changes to the Local Authority Trading Enterprises (“LATEs”)

The Council operates two LATEs: Centre City Plaza Limited and Caulfold Holdings Limited. It is the Council’s intention to sell Centre City Plaza in the medium term. The Long Term Financial Strategy assumes the property is sold for its current valuation in the 2006/2007 financial year. Caulfold Holdings Limited is a non-trading company and is not intended for sale.

LONG TERM FINANCIAL STRATEGY 2001 - 2011

This is the Long Term Financial Strategy of the Council in terms of section 122K of the Local Government Act 1974. To avoid repetition, information such as the reasons for the Council's activities is to be found in other parts of this Annual Plan.



Long Term Financial Strategy - Introduction

It is a requirement of the Local Government Act 1974 to present a financial strategy that spans ten years. This provides an opportunity for ratepayers and residents to assess the appropriateness of the financial actions planned by the Council.

The financial strategy outlines how the Council will be funded for the next ten years and how that money will be spent. It is intended to ensure proper and prudent financial management and asset management in the long term.

The Council has Asset Management Plans for its assets. These plans have provided the basis for the development of the Long Term Financial Strategy ("LTFS").

The LTFS is based on estimates of costs into the future. It is likely that changes will be required as events evolve and as the results of the tender process for major projects become known.

ASSUMPTIONS

The following assumptions have been made in preparing the LTFS:

- service levels are generally assumed to remain the same for the period covered by the LTFS, with the exception of improved treatment and disposal of liquid waste as a result of Project Pencarrow (the new Hutt Valley and Wainuiomata wastewater treatment plant)
- population is assumed to remain static, or change only marginally
- provision has been made for inflation of 2.0% for the 2001/2002 financial year, but no further inflation has been provided for in subsequent financial years
- the average interest rate on debt is assumed to be 7.5%. This is based on the pattern of existing commitments and judgements about future trends
- asset sales are included in accordance with the Council's resolutions and proceeds will be used to repay debt
- net debt will be below \$45 million in June 2010, in accordance with the Strategic Plan target
- the Uniform Annual Charge for wastewater is increased gradually by \$24 per year for five years. The total additional charge of \$120 per connection to the wastewater system is used to fund the ongoing costs of operating the new wastewater treatment facilities
- depreciation and interest costs are fully funded from rates and other operating revenue
- capital expenditure is funded by loans, capital subsidies, transfers from reserves and the rate funded depreciation charges.

SIGNIFICANT CHANGES

The following significant changes have been made to the Council's LTFS since it was last published in the 2000/2001 Annual Plan:

- the Council has implemented a programme to progressively reduce discretionary capital expenditure. The limit on this type of expenditure was previously set at \$5.8 million per annum with a target reduction to \$5.0 million by 2003/2004. The limit has been revisited and will now be reduced from \$4.7 million in 2001/2002 to an average of \$3.5 million in 2003/2004 and onwards. Capital projects have been reprioritised and rescheduled to fit within these new limits
- fixed asset values have been revised upwards to reflect revaluations completed during the 1999/2000 financial year
- years two through ten of the LTFS have been amended to reflect a continuation of the operational efficiencies budgeted for in the 2001/2002 financial year
- revenue from increased trade waste charges has been incorporated, reflecting the costs of the new wastewater treatment plant
- forecast changes in rates over the ten-year period have been revised. The previous LTFS showed an increase of 9.5% over the period. The revised LTFS now shows no change in rates over the period, although there is a temporary increase of 4.0% between the 2004/2005 and 2009/2010 financial years.

RISK

There are several significant risks that could have a material impact on whether the Council is able to achieve the financial results indicated in the LTFS:

- the Council has used conservative estimates for the likely proceeds from the sales of assets, including the Council's LATEs. However, there is a risk that the values indicated in the Statement of Prospective Movements in Net Debt will not be realised
- expenditure items relating to major projects have been estimated. This includes the timing and amounts for capital expenditure and operating costs. The outcome of tender evaluation and negotiation processes on these projects may materially impact on the LTFS.

COMMITMENTS AND CONTINGENCIES

The Financial Statements provide for all the material capital and operating commitments known to the Council. Prudent provisions have also been made in these Financial Statements for probable future obligations of the Council.

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE NET FUNDING REQUIREMENTS BY ACTIVITY

For the year ending 30 June 2002

	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
Libraries	4,431	4,423	4,439	4,484	4,439	4,436	4,431	4,431	4,423	4,419	4,411	4,404
Museums	1,702	1,626	1,586	1,597	1,623	2,570	1,628	1,560	1,583	1,549	1,541	1,534
Aquatics and Recreation Programmes	2,896	2,966	3,039	2,846	2,869	2,768	2,761	2,742	2,726	2,711	2,693	2,677
Parks and Reserves	8,294	6,366	5,488	6,104	6,142	6,303	6,065	6,035	5,970	5,953	6,755	6,711
Community Assistance	1,908	1,950	2,125	2,084	2,086	2,087	2,087	2,087	2,088	2,088	2,088	2,088
Community Property	477	990	1,135	632	505	490	478	507	467	473	457	452
Elected Members	1,154	1,149	1,296	1,250	1,252	1,253	1,254	1,254	1,255	1,255	1,255	1,256
Advice and Support Services	2,267	2,393	2,519	2,463	2,473	2,480	2,483	2,485	2,487	2,489	2,490	2,491
Roading and Traffic Management	11,018	10,304	10,355	11,111	11,021	10,015	10,057	9,831	9,596	9,487	8,828	8,956
Parking	(253)	(557)	(718)	(726)	(647)	(727)	(582)	(574)	(703)	(643)	(629)	(675)
Water	9,049	8,207	8,321	8,336	8,284	8,397	8,593	8,616	8,158	8,142	8,608	7,742
Wastewater	6,868	6,136	51,528	10,869	11,800	11,330	7,190	7,903	7,820	7,058	6,916	6,786
Stormwater	2,981	2,868	3,137	3,452	3,084	2,902	3,030	4,949	4,956	2,421	2,377	2,226
Solid Waste Management	366	128	371	144	143	144	144	144	144	143	143	143
Environmental Management	1,562	1,855	1,874	1,813	1,816	1,818	1,819	1,819	1,820	1,820	1,820	1,821
Emergency Management	409	411	422	419	420	420	421	421	421	421	421	421
Animal Control	69	12	11	8	9	9	9	10	10	10	10	10
Urban Design and Enhancement	638	582	957	636	636	636	636	586	586	587	587	587
Commercial Property	(1,369)	(3,967)	(1,569)	(2,889)	(1,700)	(1,651)	(672)	(707)	(738)	(766)	(800)	(831)
Economic Development	1,033	1,029	1,534	1,331	1,292	1,282	1,252	1,253	1,253	1,253	1,253	1,253
Managing the Investments	3	-	(600)	(600)	(600)	(600)	(600)	(300)	-	-	-	-
Council Management Services	(6,112)	(1,752)	639	272	230	154	141	(6,709)	123	118	113	110
TOTAL FUNDING REQUIREMENT	49,391	47,119	97,889	55,636	57,177	56,516	52,625	48,343	54,445	50,988	51,337	50,162
FUNDED BY:												
Rates	55,227	56,257	56,257	56,257	58,507	58,507	58,507	58,507	58,507	58,507	58,507	56,257
(Loan repayment)/new loans	(5,836)	(9,138)	41,632	(621)	(1,330)	(1,991)	(5,882)	(10,164)	(4,062)	(7,519)	(7,170)	(6,095)
TOTAL FUNDING REQUIREMENT	49,391	47,119	97,889	55,636	57,177	56,516	52,625	48,343	54,445	50,988	51,337	50,162

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE NET COST OF SERVICES

For the year ending 30 June 2002

	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
Libraries	4,545	4,235	4,480	4,472	4,476	4,472	4,467	4,471	4,462	4,457	4,448	4,440
Museums	1,736	1,583	1,621	1,630	1,630	1,634	1,638	1,629	1,622	1,617	1,608	1,601
Aquatics and Recreation Programmes	2,764	2,940	3,219	2,965	2,959	2,956	2,945	2,923	2,903	2,885	2,863	2,844
Parks and Reserves	6,014	6,069	6,119	6,180	6,170	6,164	6,148	6,099	6,056	6,020	5,978	5,944
Community Assistance	1,884	1,945	2,125	2,079	2,081	2,082	2,082	2,082	2,083	2,083	2,083	2,083
Community Property	709	658	718	671	666	662	655	645	636	628	618	609
Elected Members	1,069	1,149	1,296	1,250	1,252	1,253	1,254	1,254	1,255	1,255	1,255	1,256
Advice and Support Services	2,267	2,393	2,519	2,463	2,473	2,480	2,483	2,485	2,487	2,489	2,490	2,491
Roading and Traffic Management	9,667	8,832	10,218	10,104	10,283	10,568	10,282	10,022	9,820	9,642	9,050	9,179
Parking	(429)	(517)	(641)	(657)	(658)	(659)	(659)	(651)	(650)	(651)	(651)	(651)
Water	9,269	9,357	9,251	9,396	9,344	9,299	9,243	9,139	9,041	8,952	8,853	8,759
Wastewater	6,691	7,026	(7,398)	9,847	8,941	8,897	10,690	10,087	9,885	10,002	9,766	9,545
Stormwater	3,361	3,385	3,495	3,656	3,627	3,601	3,557	3,485	3,440	3,383	3,288	3,200
Solid Waste Management	(262)	(366)	(138)	(552)	(753)	(652)	(593)	(615)	(637)	(893)	(916)	(936)
Environmental Management	1,581	1,871	1,892	1,817	1,817	1,818	1,819	1,819	1,820	1,820	1,820	1,821
Emergency Management	437	422	438	428	425	423	423	422	422	421	421	421
Animal Control	64	14	13	10	10	10	10	10	10	10	10	10
Urban Design and Enhancement	370	416	380	336	336	336	336	336	336	337	337	337
Commercial Property	156	(278)	(118)	(108)	(140)	(120)	(160)	(204)	(245)	(282)	(325)	(364)
Economic Development	1,075	929	1,334	1,231	1,232	1,232	1,232	1,233	1,233	1,233	1,233	1,233
Managing the Investments	3	-	(600)	(600)	(600)	(600)	(600)	(300)	-	-	-	-
Council Management Services	(3,586)	(1,593)	-	-	-	-	-	-	-	-	-	-
TOTAL COST OF SERVICES	49,385	50,470	40,223	56,618	55,571	55,856	57,252	56,371	55,979	55,408	54,229	53,822

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE FINANCIAL PERFORMANCE

For the year ending 30 June 2002

	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
OPERATING REVENUE												
General rates and other rate charges	55,227	55,376	54,495	53,615	54,984	54,607	54,607	54,607	54,607	54,607	54,607	52,357
Additional wastewater levy	-	881	1,762	2,642	3,523	3,900	3,900	3,900	3,900	3,900	3,900	3,900
User charges	16,685	16,745	16,516	16,856	17,280	17,447	17,447	17,447	17,447	17,447	17,447	17,447
Operating subsidies	3,139	2,822	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503
Upper Hutt City Council operating contribution	657	627	843	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208
Interest earned	1,409	1,250	750	543	360	220	209	220	215	217	213	229
Dividends from LATEs	32	-	-	-	-	-	-	-	-	-	-	-
Gain on disposal of assets	1,785	382	-	-	-	-	-	-	-	-	-	-
Other revenue	1,317	1,361	1,739	1,739	1,739	1,739	1,739	1,542	1,247	1,253	1,259	1,265
Total operating revenue	80,251	79,444	77,608	78,106	80,597	80,624	80,613	80,427	80,127	80,135	80,137	77,909
OPERATING EXPENDITURE												
Employee costs	14,339	14,954	15,422	15,422	15,422	15,422	15,422	15,422	15,422	15,422	15,422	15,422
Supplier costs	29,261	29,939	29,958	29,868	29,867	29,865	29,861	29,867	29,865	29,866	29,865	29,867
Maintenance costs	8,109	7,892	8,664	10,027	10,027	10,027	10,027	10,027	10,027	10,027	10,027	10,027
Operating projects	1,563	1,769	2,951	2,074	2,074	2,074	2,074	2,074	2,074	2,074	2,074	2,074
Interest expenditure	6,047	5,238	5,350	6,915	6,561	6,286	6,014	5,373	4,780	4,282	3,643	3,081
Depreciation	16,150	15,636	16,786	17,883	17,958	18,099	18,094	17,972	17,881	17,511	17,356	17,207
Total operating expenditure	75,469	75,428	79,131	82,189	81,909	81,773	81,492	80,735	80,049	79,182	78,387	77,678
OPERATING SURPLUS/(DEFICIT)												
	4,782	4,016	(1,523)	(4,083)	(1,312)	(1,149)	(879)	(308)	78	953	1,750	231
Capital subsidies	690	1,327	1,702	2,231	2,017	1,693	1,889	1,835	1,841	1,847	2,229	1,905
Upper Hutt City Council capital contribution	997	444	15,855	1,491	2,231	2,107	245	609	609	299	299	299
Fixed asset adjustment	885	-	-	-	-	-	-	-	-	-	-	-
NET SURPLUS/(DEFICIT) BEFORE TAX	7,354	5,787	16,034	(361)	2,936	2,651	1,255	2,136	2,528	3,099	4,278	2,435
Tax benefit	208	-	-	-	-	-	-	-	-	-	-	-
NET SURPLUS/(DEFICIT) AFTER TAX	7,562	5,787	16,034	(361)	2,936	2,651	1,255	2,136	2,528	3,099	4,278	2,435

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE MOVEMENTS IN EQUITY

For the year ending 30 June 2002

	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
TOTAL EQUITY AT BEGINNING OF THE YEAR	597,535	647,597	653,384	669,418	669,057	671,993	674,644	675,899	678,035	680,563	683,662	687,940
Net surplus/(deficit) after tax	7,562	5,787	16,034	(361)	2,936	2,651	1,255	2,136	2,528	3,099	4,278	2,435
Change in asset revaluation reserves	42,500	-	-	-	-	-	-	-	-	-	-	-
Total recognised revenue and expenses for the year	50,062	5,787	16,034	(361)	2,936	2,651	1,255	2,136	2,528	3,099	4,278	2,435
TOTAL EQUITY AT END OF THE YEAR	647,597	653,384	669,418	669,057	671,993	674,644	675,899	678,035	680,563	683,662	687,940	690,375

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE FINANCIAL POSITION

As at 30 June 2002

	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
EQUITY												
Accumulated funds	415,812	421,112	437,738	436,846	440,664	443,936	444,410	445,710	447,398	449,304	452,384	453,617
Restricted reserves	32	32	32	32	32	32	32	32	32	32	32	32
Council created reserves	3,246	3,733	3,141	3,672	2,790	2,169	2,950	3,786	4,626	5,819	7,017	8,219
Revaluation reserves	228,507	228,507	228,507	228,507	228,507	228,507	228,507	228,507	228,507	228,507	228,507	228,507
Total equity	647,597	653,384	669,418	669,057	671,993	674,644	675,899	678,035	680,563	683,662	687,940	690,375
<i>Represented by:</i>												
CURRENT ASSETS												
Cash and call deposits	2,878	5,428	4,004	4,535	3,653	3,032	3,313	3,349	3,189	3,382	3,080	3,882
Sinking funds - current	8,297	8,993	4,044	2,679	-	-	-	-	-	-	-	-
Other current assets	10,456	5,981	5,981	5,981	5,981	5,981	5,981	5,981	5,981	5,981	5,981	5,981
Total current assets	21,631	20,402	14,029	13,195	9,634	9,013	9,294	9,330	9,170	9,363	9,061	9,863
NON-CURRENT ASSETS												
Fixed assets	693,692	690,438	757,638	756,125	758,613	760,894	755,486	753,462	751,088	745,475	741,385	736,523
Work in progress	9,323	9,323	413	413	413	413	413	413	413	413	413	413
Sinking funds - non-current	1,546	2,000	1,000	-	-	-	-	-	-	-	-	-
Investments in subsidiaries	7,410	7,410	7,410	7,410	7,410	7,410	7,410	570	570	570	570	570
Other non-current assets	831	831	831	831	831	831	831	831	831	831	831	831
Total non-current assets	712,802	710,002	767,292	764,779	767,267	769,548	764,140	755,276	752,902	747,289	743,199	738,337
Total assets	734,433	730,404	781,321	777,974	776,901	778,561	773,434	764,606	762,072	756,652	752,260	748,200
CURRENT LIABILITIES												
Public debt - current	26,858	37,081	41,964	43,978	39,969	38,978	32,596	31,632	31,570	23,051	24,381	22,886
Other current liabilities	18,730	18,730	18,730	18,730	18,730	18,730	18,730	18,730	18,730	18,730	18,730	18,730
Total current liabilities	45,588	55,811	60,694	62,708	58,699	57,708	51,326	50,362	50,300	41,781	43,111	41,616
NON-CURRENT LIABILITIES												
Public debt - non-current	40,539	20,500	50,500	45,500	45,500	45,500	45,500	35,500	30,500	30,500	20,500	15,500
Other non-current liabilities	709	709	709	709	709	709	709	709	709	709	709	709
Total non-current liabilities	41,248	21,209	51,209	46,209	46,209	46,209	46,209	36,209	31,209	31,209	21,209	16,209
Total liabilities	86,836	77,020	111,903	108,917	104,908	103,917	97,535	86,571	81,509	72,990	64,320	57,825
NET ASSETS	647,597	653,384	669,418	669,057	671,993	674,644	675,899	678,035	680,563	683,662	687,940	690,375

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE CASH FLOWS

For the year ending 30 June 2002

	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
CASH FLOWS FROM OPERATING ACTIVITIES												
<i>Cash was provided from:</i>												
Rates	56,084	56,257	56,257	56,257	58,507	58,507	58,507	58,507	58,507	58,507	58,507	56,257
User charges and other income	24,976	23,326	38,158	25,028	25,978	25,697	24,031	24,144	23,855	23,557	23,945	23,627
Interest received	1,076	1,250	750	543	360	220	209	220	215	217	213	229
Tax received	319	-	-	-	-	-	-	-	-	-	-	-
Regional Council rates	10,118	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	92,573	90,833	105,165	91,828	94,845	94,424	92,747	92,871	92,577	92,281	92,665	90,113
<i>Cash was applied to:</i>												
Payments to suppliers and employees	58,457	54,554	56,995	57,391	57,390	57,388	57,384	57,390	57,388	57,389	57,388	57,390
Interest paid	6,388	5,238	5,350	6,915	6,561	6,286	6,014	5,373	4,780	4,282	3,643	3,081
Regional Council rates	9,192	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	74,037	69,792	72,345	74,306	73,951	73,674	73,398	72,763	72,168	71,671	71,031	70,471
Net cash flows from operating activities	18,536	21,041	32,820	17,522	20,894	20,750	19,349	20,108	20,409	20,610	21,634	19,642
CASH FLOWS FROM INVESTING ACTIVITIES												
<i>Cash was provided from:</i>												
Sale of fixed assets	5,235	6,675	1,000	2,300	1,000	-	-	6,840	-	-	-	-
Withdrawals from sinking funds	771	1,488	8,623	5,003	4,645	973	-	-	-	-	-	-
Other receipts and investments	6	-	-	-	-	-	-	-	-	-	-	-
Dividends received	32	-	-	-	-	-	-	-	-	-	-	-
	6,044	8,163	9,623	7,303	5,645	973	-	6,840	-	-	-	-
<i>Cash was applied to:</i>												
Purchase/construction of fixed assets	19,412	15,200	76,076	18,670	21,446	20,380	12,686	15,948	15,507	11,898	13,266	12,345
Contributions to sinking funds	-	2,638	2,674	2,638	1,966	973	-	-	-	-	-	-
Other investments and payments	39	-	-	-	-	-	-	-	-	-	-	-
	19,451	17,838	78,750	21,308	23,412	21,353	12,686	15,948	15,507	11,898	13,266	12,345
Net cash flows from investing activities	(13,407)	(9,675)	(69,127)	(14,005)	(17,767)	(20,380)	(12,686)	(9,108)	(15,507)	(11,898)	(13,266)	(12,345)

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE CASH FLOWS

For the year ending 30 June 2002

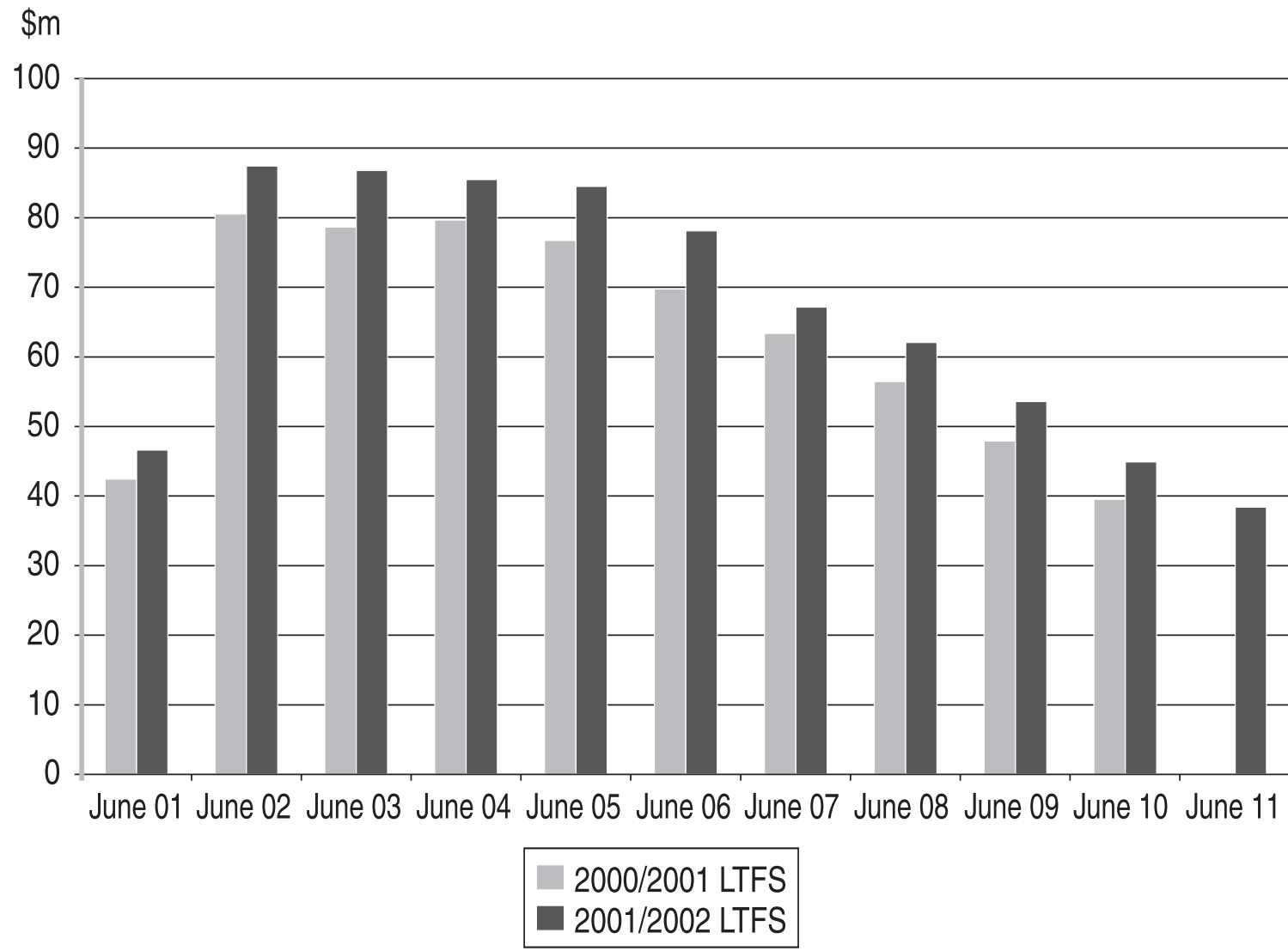
	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
CASH FLOWS FROM FINANCING ACTIVITIES												
<i>Cash was provided from:</i>												
Funds raised from public debt	22,134	17,042	71,964	38,978	39,969	38,978	32,596	21,632	26,570	23,051	14,381	17,886
	22,134	17,042	71,964	38,978	39,969	38,978	32,596	21,632	26,570	23,051	14,381	17,886
<i>Cash was applied to:</i>												
Repayment of public debt	30,858	26,858	37,081	41,964	43,978	39,969	38,978	32,596	31,632	31,570	23,051	24,381
	30,858	26,858	37,081	41,964	43,978	39,969	38,978	32,596	31,632	31,570	23,051	24,381
Net cash flows from financing activities	(8,724)	(9,816)	34,883	(2,986)	(4,009)	(991)	(6,382)	(10,964)	(5,062)	(8,519)	(8,670)	(6,495)
Net (decrease)/increase in cash	(3,595)	1,550	(1,424)	531	(882)	(621)	281	36	(160)	193	(302)	802
Plus cash balance at beginning of the year	7,473	3,878	5,428	4,004	4,535	3,653	3,032	3,313	3,349	3,189	3,382	3,080
Cash balance at end of the year	3,878	5,428	4,004	4,535	3,653	3,032	3,313	3,349	3,189	3,382	3,080	3,882
<i>Cash balance at end of the year comprises:</i>												
Cash and on call deposits	2,878	4,428	3,004	3,535	2,653	2,032	2,313	2,349	2,189	2,382	2,080	2,882
Short term deposits	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Cash balance at end of the year	3,878	5,428	4,004	4,535	3,653	3,032	3,313	3,349	3,189	3,382	3,080	3,882

LONG TERM FINANCIAL STRATEGY - STATEMENT OF PROSPECTIVE MOVEMENTS IN NET DEBT

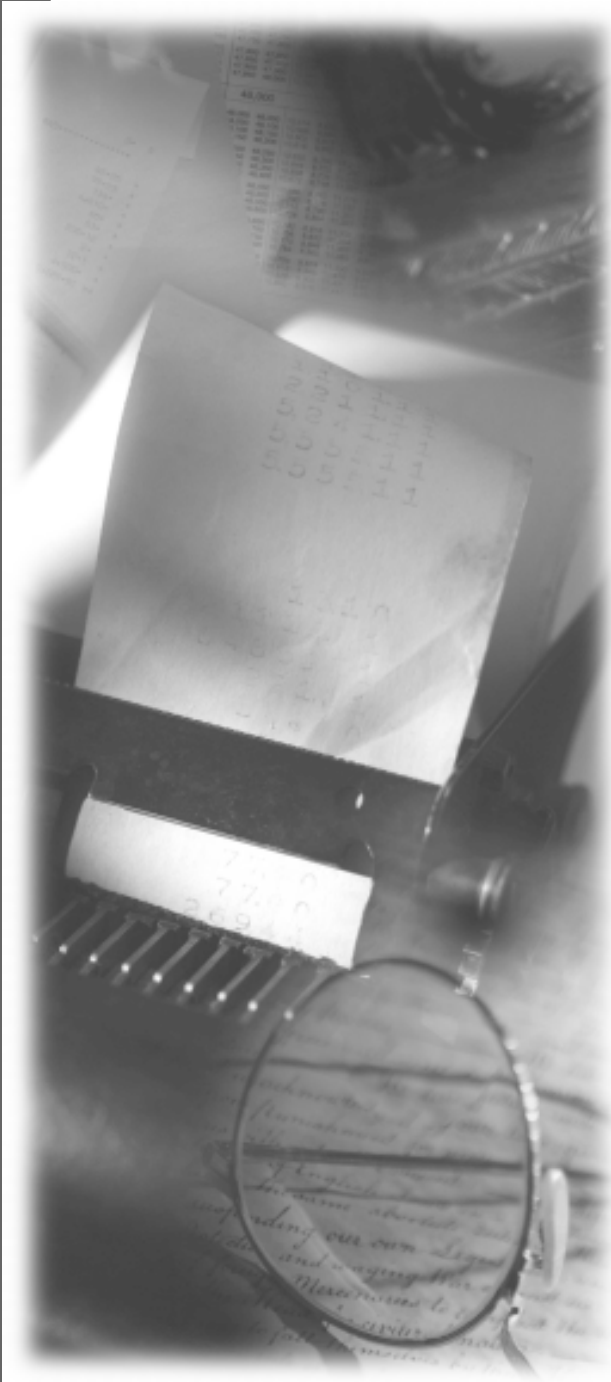
For the year ending 30 June 2002

	Actual 30/6/2000 \$000s	Estimate 30/6/2001 \$000s	Budget 30/6/2002 \$000s	Forecast 30/6/2003 \$000s	Forecast 30/6/2004 \$000s	Projection 30/6/2005 \$000s	Projection 30/6/2006 \$000s	Projection 30/6/2007 \$000s	Projection 30/6/2008 \$000s	Projection 30/6/2009 \$000s	Projection 30/6/2010 \$000s	Projection 30/6/2011 \$000s
NET DEBT AT BEGINNING OF THE YEAR												
Current debt	19,020	26,858	37,081	41,964	43,978	39,969	38,978	32,596	31,632	31,570	23,051	24,381
Non-current debt	57,601	40,539	20,500	50,500	45,500	45,500	45,500	45,500	35,500	30,500	30,500	20,500
Less: Sinking funds	(10,704)	(9,843)	(10,993)	(5,044)	(2,679)	-	-	-	-	-	-	-
Net debt at beginning of the year	65,917	57,554	46,588	87,420	86,799	85,469	84,478	78,096	67,132	62,070	53,551	44,881
PLUS CAPITAL EXPENDITURE												
Capped expenditure improving services	4,695	4,605	4,655	5,419	4,121	3,614	2,786	4,803	4,343	2,050	3,013	2,213
Carry-over of capped expenditure	-	1,034	989	-	-	-	-	-	-	-	-	-
Total capped capital expenditure	4,695	5,639	5,644	5,419	4,121	3,614	2,786	4,803	4,343	2,050	3,013	2,213
PLUS NON-CAPPED EXPENDITURE IMPROVING SERVICES												
Bulk wastewater	2,493	1,337	61,149	5,160	7,230	6,830	830	2,003	2,003	1,003	1,003	1,003
Landfills	516	358	601	500	2,260	2,000	600	550	550	200	200	200
Fully subsidised works	20	20	22	22	22	22	22	22	22	22	22	22
Other reserve funded works	2,589	420	652	305	205	205	205	205	205	205	205	205
Plus capital expenditure maintaining services	9,017	7,426	8,008	7,264	7,608	7,709	8,243	8,365	8,384	8,418	8,823	8,702
Total non-capped capital	14,635	9,561	70,432	13,251	17,325	16,766	9,900	11,145	11,164	9,848	10,253	10,132
Total capital expenditure	19,330	15,200	76,076	18,670	21,446	20,380	12,686	15,948	15,507	11,898	13,266	12,345
LESS NON-DEBT FUNDING FOR CAPITAL EXPENDITURE												
Reserve funding	2,589	524	616	265	1,878	1,517	56	23	41	(57)	(39)	(23)
UHCC capital contribution	997	444	15,855	1,491	2,231	2,107	245	609	609	299	299	299
Capital subsidies	690	1,327	1,702	2,231	2,017	1,693	1,889	1,835	1,841	1,847	2,229	1,905
Depreciation	16,150	15,636	16,786	17,883	17,958	18,099	18,094	17,972	17,881	17,511	17,356	17,207
Total non-debt funding for capital expenditure	20,426	17,931	34,959	21,870	24,084	23,416	20,284	20,439	20,372	19,600	19,845	19,388
LESS ASSET SALE PROCEEDS												
Asset sales - LATES	7,923	-	-	-	-	-	-	6,840	-	-	-	-
Asset sales - other	1,446	3,200	1,000	2,300	1,000	-	-	-	-	-	-	-
Total asset sale proceeds	9,369	3,200	1,000	2,300	1,000	-	-	6,840	-	-	-	-
LESS OTHER ITEMS												
Rate funding	5,568	3,005	(1,515)	(4,879)	(2,308)	(2,045)	(1,716)	(1,167)	(803)	(183)	591	(948)
Other cash adjustments	(7,670)	2,030	800	-	-	-	500	800	1,000	1,000	1,500	400
Total other items	(2,102)	5,035	(715)	(4,879)	(2,308)	(2,045)	(1,216)	(367)	197	817	2,091	(548)
NET DEBT AT END OF THE YEAR												
Current debt	26,858	37,081	41,964	43,978	39,969	38,978	32,596	31,632	31,570	23,051	24,381	22,886
Non-current debt	40,539	20,500	50,500	45,500	45,500	45,500	45,500	35,500	30,500	30,500	20,500	15,500
Less: Sinking funds	(9,843)	(10,993)	(5,044)	(2,679)	-	-	-	-	-	-	-	-
Net debt at end of the year	57,554	46,588	87,420	86,799	85,469	84,478	78,096	67,132	62,070	53,551	44,881	38,386

LONG TERM FINANCIAL STRATEGY - NET DEBT PROFILE



POLICY STATEMENTS



Statement of Accounting Policies

1. REPORTING ENTITY AND STATUTORY BASE

The Hutt City Council (the "Council") is a territorial local authority governed by the Local Government Act 1974. The Council was first formed as Lower Hutt City Council on 1 November 1989 by the amalgamation of four local authorities and the Hutt Valley Drainage Board. The name of the Council was changed to "The Hutt City Council" by a special Act of Parliament on 8 October 1991.

The activities of the Local Authority Trading Enterprises ("LATEs") owned by the Council are included in these Financial Statements only to the extent of any forecast dividends to be paid to the Council.

This Annual Plan and Budget have been prepared pursuant to section 223D of the Local Government Act 1974 and sections 31 and 32 of the Transit New Zealand Act 1989. For the purposes of the former Act, the outputs are deemed to be significant activities.

2. MEASUREMENT BASE

The measurement base is historical cost adjusted for the revaluation of certain assets. Reliance is placed on the fact that the Council is a going concern. Accrual accounting is used to recognise and match the cost of services provided with revenues earned. Generally accepted accounting practices have been applied in relevant areas.

3. SPECIFIC ACCOUNTING POLICIES

A. Revenue

Rates revenue is recognised when levied.

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

Subsidies from Transfund New Zealand and grants from other government agencies are recognised as revenue upon entitlement, which is when conditions pertaining to eligible expenditure have been fulfilled.

Other grants and bequests, and assets vested in the Council - with or without conditions - are recognised as revenue when control over the assets is obtained.

Dividends are recognised on an accrual basis net of imputation credits.

B. Construction contracts

Profits on contracts are recognised progressively over the period of each contract. The amount recognised in the Statement of Financial Performance, and the value of contract work in progress, are established by assessment of individual contracts taking into account the proportion of work completed, cost analysis and estimated final results.

Foreseeable losses on a contract are recognised immediately.

C. Goods and services tax "GST"

The Financial Statements have been prepared exclusive of GST with the exception of accounts receivable and accounts payable which are stated inclusive of GST. When GST is not recoverable as an input tax then it is recognised as part of the related asset or expense.

D. Taxation

Income tax expense is recognised in the Statement of Financial Performance in respect of the current year's surplus after allowing for permanent differences.

Deferred tax is determined on a comprehensive basis using the liability method. Deferred tax assets attributable to timing differences or income tax losses are only recognised when there is virtual certainty of realisation.

Statement of Accounting Policies continued

E. Equity

Equity is the community's interest in the Council as measured by total assets less total liabilities. Equity is desegregated and classified into a number of reserves to enable clearer identification of the specified uses that the Council makes of its 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 the Council.

Reserves are created by the 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 the Council.

Restricted reserves are subject to specific conditions accepted as binding by the Council, which may not be revised by the 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.

F. Accounts receivable

Accounts receivable are recognised at expected realisable values after providing for doubtful and uncollectable debts.

G. Inventories

Inventories are recognised at the lower of their cost, determined on a first-in first-out basis, and net realisable value.

H. Fixed assets

Expenditure of a capital nature of more than \$1,000 has been capitalised; items costing less than \$1,000 each have been charged to operating expenditure.

Fixed assets consist of:

- **INFRASTRUCTURE ASSETS**
Infrastructure assets are the fixed utility systems owned by the Council. 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, improvements, library books, plant and equipment, and motor vehicles.
- **RESTRICTED ASSETS**
Restricted assets are parks and reserves owned by the Council, which cannot be disposed of because of legal or other restrictions and provide a benefit or service to the community.

Statement of Accounting Policies continued

VALUATION

All assets are valued at historical cost except for the following:

- land and buildings are valued at net current value. Revaluations are carried out three yearly
- infrastructure assets are valued at optimised depreciated replacement cost. Revaluations are carried out three yearly.

The exceptions are:

- wharves, which are valued at indemnity value, reflecting their minimum residual value
- traffic signs, which are stated at cost
- infrastructure land under roads, which is valued at 50% of the average land market value
- Seaview Marina is valued at net market value. Revaluations are carried out three yearly
- library literary assets are valued at depreciated replacement cost. Revaluations are carried out three yearly.

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.

Fixed asset valuation increases and decreases are charged to the appropriate asset revaluation reserves. If the decreases would have resulted in a debit balance in the asset revaluation reserve, then this debit balance has been expensed in the Statement of Financial Performance.

ADDITIONS

Additions between valuations are recorded at cost, except for vested assets. Certain infrastructure assets and land have been vested in the Council as part of the subdivisional consent process. The vested reserve land has been valued at the most recent appropriately certified government valuation. Vested infrastructure assets have been valued based on the actual quantities of infrastructure components vested and the current 'in the ground' cost of providing natural services. Vested infrastructure assets are recognised as revenue in the Statement of Financial Performance.

WORK IN PROGRESS

Work in progress is included at cost. The total cost of a project is transferred to the relevant capital class on its completion and then depreciated.

I. Depreciation

Depreciation is provided on a straight-line basis on all fixed assets over their estimated economic lives with the following exceptions:

- art, museum collections and land are not depreciated and
- library collections are not depreciated. Book purchases are expensed each year.

The expected useful economic lives have been estimated as follows:

Estimated economic lives	Years
OPERATIONAL ASSETS	
Buildings	50 – 80
Seaview Marina	25
Parking meters	15
Office equipment	10
Plant	10
Pay and display	10
Recycling depots	5 – 10
Playground equipment	5 – 10
Computer equipment	3 – 5

Statement of Accounting Policies continued

Estimated economic lives	Years
INFRASTRUCTURE ASSETS	
Bridges	100
Drainage including manholes and drainpipe	80
Kerbing	80
Footpaths	40
Unsealed pavement (base course and sub base)	25 – 30
Street lights	25
Wharves	15
Traffic signals and signs	10
Seal	10 – 12
Reservoirs	80
Storm water pipe network assets	60 – 100
Water pipe network assets	60 – 90
Milliscreen plant	50
Pump and gauging stations	50
Sewerage pipe network assets	40 – 80
Gauging, milliscreen and reservoir equipment	15
Pump station control equipment	8 – 10

J. Investments

INVESTMENTS IN SUBSIDIARIES

Investments in operating subsidiary companies are stated at cost. Investments in property subsidiaries are valued at the lower of their cost and net realisable value.

INVESTMENT PROPERTIES

Investment properties are revalued annually at net current value by an independent registered valuer. Increases and decreases in the value of assets are credited to the appropriate asset revaluation reserves. If the decreases would have resulted in a debit balance in the asset revaluation reserve, then this debit balance is recognised as an expense in the Statement of Financial Performance. There is no depreciation recognised on investment properties.

OTHER INVESTMENTS

All other investments are valued at the lower of their cost and net realisable value.

K. Sinking funds

Funds have been set aside to meet future repayments of loans. These funds are invested with the Sinking Fund Commissioners of the City of Lower Hutt and the National Provident Fund. Interest earned on sinking funds is recognised as revenue in the Statement of Financial Performance.

L. Employee entitlements

Provision is made in respect of the Council's liability for annual leave, long service leave, and retirement gratuities. Annual leave has been calculated on an actual basis at current rates of pay, while the other provisions have been calculated on an actuarial basis based on present value of expected future entitlements.

Statement of Accounting Policies continued

M. Leases

FINANCE LEASES

Finance leases effectively transfer to the lessee substantially all the risks and benefits incident to the ownership of the leased item. No material finance leases have been entered into as lessor.

OPERATING LEASES

Leases where the lessor effectively retains substantially all the risks and benefits of ownership of the leased items are classified as operating leases. Payments under these leases are recognised as expenses and income is recognised as revenue in the Statement of Financial Performance in the periods in which they are incurred.

N. Landfill post closure costs

The Council, as operator of several landfills, has a legal obligation to provide ongoing maintenance and monitoring services at the landfill site after closure. Landfill charges have been set to provide for the estimated cost of aftercare. Surpluses generated from landfill operations are being used to create a reserve to fund future aftercare expenditure. The estimated cost of aftercare is calculated based on estimates of:

- **TOTAL CURRENT COST**

This is defined as the amount that would be paid if all equipment, facilities and services included in the estimate were acquired during the current period. The estimate has been based on costs of closure of similar landfills by other local authorities.

- **TOTAL CAPACITY**

The estimated length of time needed for post-closure care is 25 years.

O. Financial instruments

The Council is party to financial instruments as part of its normal operations. These financial instruments include cash and on call deposits, accounts receivable, investments, accounts payable, public debt, deposits held, other liabilities, financial guarantees and interest rate swaps and options.

Revenue and expense arising from these financial instruments is recognised in the Statement of Financial Performance. The financial instruments are recognised on the Statement of Financial Position in accordance with the accounting policies outlined below:

- **CASH AND ON CALL DEPOSITS, ACCOUNTS PAYABLE, PUBLIC DEBT, DEPOSITS HELD AND OTHER LIABILITIES**

These financial instruments are recognised in the Statement of Financial Position on a historical cost basis.

- **ACCOUNTS RECEIVABLE AND INVESTMENTS**

Related accounting policies are described in paragraphs F. and J.

- **FINANCIAL GUARANTEES**

Financial guarantees are not recognised in the Statement of Financial Performance unless it becomes probable that a financial loss will be incurred as a result of a guarantee.

Statement of Accounting Policies continued

• INTEREST RATE SWAPS AND OPTIONS

The Council enters into interest rate swaps and options to hedge interest rate risk associated with public debt. The following accounting treatments are applied:

- the net differential paid or received on interest rate swaps is recognised as a component of interest income or expense over the period of the agreement
- interest rate option premiums paid or received and net settlements on maturity are amortised as a component of interest income or expense over the period of the underlying asset or liability
- as all interest rate swaps and options are hedges of underlying assets or liabilities, they are not stated at market value in the Statement of Financial Position. However any interest differentials paid or received, option premiums and net settlements that are unamortised at balance date are recognised in the Statement of Financial Position.

P. Operating statements included in the Statement of Service Performance

The operating statements report the net cost of services for significant activities of the Council. The 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 the Council is allocated to each significant activity based on the net book value of fixed assets used by the activity.

Q. Statement of cash flows

Cash means cash balances on hand, in bank accounts, demand deposits and other highly liquid investments which the Council holds as part of its day-to-day cash management.

Operating activities include cash received from all income sources within the Council and cash paid for the supply of goods and services. Agency transactions (the collection of regional council rates) are recognised as receipts and payments in the Statement of Cash Flows given that they flow through the Council's main bank account.

Investing activities are those activities relating to the acquisition and disposal of non-current assets.

Financing activities include the change in equity and debt capital structure of the Council.

4. CHANGES IN ACCOUNTING POLICIES

There are no significant changes in accounting policies. All other policies have been applied on bases consistent with those used in previous years.

5. PROSPECTIVE FINANCIAL INFORMATION

As from 1 September 1996 an updated Financial Reporting Standard No. 29 Prospective Financial Information ("FRS-29"), came into effect. FRS-29 was approved by the Accounting Standards Review Board for the purposes of the Public Finance Act 1989.

Prospective financial information disclosed in the Annual Plan must comply with this FRS. Previously Local Authorities were exempt.

Prospective financial information is based on assumptions about the future. It relates to events and actions that have not yet occurred and may not occur. The actual results achieved are likely to vary from the information presented and the variations may be significant.

Statement of Accounting Policies continued

Prospective financial information can be presented in the following two forms:

- a forecast – this is prospective financial information prepared on the basis of assumptions as to future events and actions that are expected to take place
- a projection – this is prospective financial information prepared on the basis of one or more hypothetical but realistic assumptions, that reflect possible courses of action.

Prospective financial information disclosed in this Annual Plan was prepared using the assumptions detailed under the Long Term Financial Strategy.

Prospective financial information for the 2001/2002 financial year was prepared, in general, using actual financial results for the six months ended 31 December 2000.

The purpose of disclosing prospective financial information is to enable the ratepayers, residents and any other interested parties to obtain information about the expected future financial performance, financial position and cash flows of the Council.

All information regarding future year plans involves known and unknown risks, uncertainties and other factors which may cause actual results, performance and achievements to be materially different from those expressed or implied by such forward looking Financial Statements.

Such factors include, among other things:

- major natural disasters
- government intervention and law changes
- changes in Councillors and any resulting effects on future policy
- the sale or splitting out of specific operations of the Council
- other significant unforeseen factors.

Given these uncertainties readers are cautioned not to place undue reliance on the prospective financial information.

Investment Policy – Outline

The Borrowing Management and Investment Policies are summarised extracts from the Council's Treasury Policy. The Treasury Policy has been reviewed and minor revisions made, which were adopted by the Council on 17 October 2000. The full document can be obtained on request from the Council.

The Council maintains investments in the following financial assets:

- treasury instruments incorporating longer term and liquidity investments
- equity investments, including shareholdings and loan advances to LATEs, trading and service enterprises, charitable trusts and incorporated societies. This includes community advances where the primary objective is social rather than financial return
- property investments, including deferred payment arrangements.

TREASURY INVESTMENTS

The Council maintains treasury investments for the following primary reasons:

- invest amounts allocated to special funds, trusts, sinking funds and reserves
- invest funds allocated for approved future expenditure, to implement strategic initiatives or to support inter-generational allocations
- invest proceeds from the sale of assets
- invest surplus cash, and working capital funds.

EQUITY INVESTMENTS AND LOAN ADVANCES

Investments include shareholdings in and advances to LATEs, charitable trusts, incorporated societies, community groups and other long term investments which are consistent with the Council's strategic plan.

The Finance and Corporate Review Committee reviews performance of these investments on a regular basis to ensure strategic and economic objectives are being achieved.

Advances and loans are only provided to organisations where the Council has a significant interest. In default, the assets of the organisation would revert to the Council.

All dividend income from the Council's equity investments is included in the consolidated revenue account.

Any disposition of these investments requires the Council's approval. The proceeds from the sale of significant investments are used to repay the Council's borrowing.

PROPERTY INVESTMENTS

The Council's overall objective is to only own property that is necessary to achieve its strategic objectives. As a general rule, the Council will not maintain a property investment where it is not essential to the delivery of relevant services, and property is only retained where it relates to a primary output of the Council. The Council reviews property ownership through assessing the benefits of continued ownership in comparison to other arrangements. This assessment is based on the most financially viable method of achieving the delivery of its services. The Council generally follows a similar assessment criterion in relation to new property investments.

From time to time and subject to the Council's approval, the sale of property may be financed through a deferred payment or mortgage arrangement. Loans are provided on a commercial basis and have a first charge over the property.

The Finance and Corporate Review Committee reviews the performance of the Council's property investments on a regular basis.

All income, including rentals and ground rent from property investments is included in the consolidated revenue account.

Any disposition of property requires the Council's approval. The proceeds from the sale of property are used to repay borrowing.

Investment Policy – Outline continued

INVESTMENT OBJECTIVES

The Chief Financial Officer and the Treasurer set the overall investment strategy, by reviewing on a regular basis cash flow forecasts incorporating plans for approved expenditure and strategic initiatives, evaluating the outlook for interest rates.

The Council's primary objective when investing is the protection of its investment. Accordingly, only credit worthy partners are acceptable.

Credit worthy partners are selected on the basis of their current Standard and Poor's (Australia) Pty Limited credit rating which must be a long term credit rating of A+ or better. Credit ratings are monitored on a monthly basis by the Treasury Accountant.

Within the above credit rating constraints, the Council also seeks to:

- maximise investment return
- ensure investments are liquid
- manage potential capital losses due to interest rate movements if investments need to be liquidated before maturity.

The following principles form the key assumptions of the operating parameters contained in the investment framework:

- credit risk is minimised by placing maximum limits for each broad class of non-Government issuer, and by limiting investments to registered banks, strongly credit rated State Owned Enterprises, and certain corporates within prescribed credit limits
- liquidity risk is minimised by ensuring that all investments must be capable of being liquidated in a readily available secondary market. Furthermore, the Council maintains at least 25% of the sinking fund pool with a maturity of less than one-year.

INTEREST RATE RISK MANAGEMENT

The Council's investments give rise to a direct exposure to a change in interest rates, impacting on the return and capital value of its fixed rate investments.

The Chief Financial Officer and the Treasurer set the interest rate risk management strategy by monitoring the interest rate markets on a regular basis, evaluating the outlook and determining the interest rate profile to adopt for investments.

The interest rate risk management strategy is implemented by reviewing rolling cash flow forecasts and using risk management instruments to protect investment returns and to change the interest rates exposure and the maturity profile.

The following interest rate risk management instruments may be used to manage risk:

- forward rate agreements
- interest rate swaps
- interest rate option based products.

Selling interest rate options for the purpose of generating premium income is not permitted.

SINKING FUNDS

Under Part VIIA of the Local Government Act 1974, and after 1 July 1998, the Council is not required to use specific borrowing mechanisms and therefore the Council uses its discretion in determining whether a sinking fund mechanism is appropriate. The Council operates sinking funds and nominated commissioners to administer the outstanding loans. The sinking fund commissioners are the Mayor and Deputy Mayor. Sinking funds are managed as part of the Council's overall investment portfolio.

A statement of sinking funds is prepared annually by the sinking fund commissioners and reported to the Council.

Borrowing Management Policy – Outline

The Borrowing Management and Investment Policies are summarised extracts from the Council's Treasury Policy. The Treasury Policy has been reviewed and minor revisions made, which were adopted by the Council on 17 October 2000. The full document can be obtained on request from the Council.

The Council exercises its flexible and diversified borrowing powers within Part VIIA of the Local Government Act 1974. The Council approves borrowing by resolution during the annual planning process. Projected debt levels are ascertained from detailed revolving cash flow forecasts prepared during the strategic and annual planning processes.

BORROWING OBJECTIVES

The Council raises borrowing for the following primary purposes:

- general debt to fund the balance sheet and from time to time liquidity requirements
- specific debt associated with "special one-off" projects and capital expenditure
- to fund assets with inter-generational qualities.

BORROWING ARRANGEMENTS

The 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 Chief Financial Officer and the Treasurer will take into account the following:

- the size and the economic life of the project
- the impact of the new debt on the borrowing limits
- relevant margins under each borrowing source
- the Council's overall debt maturity profile, to ensure concentration of debt is avoided at reissue/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.

BORROWING LIMITS

The Borrowing Management Policy contains limits in order to avoid excessive exposure to interest rate and liquidity risks. These limits are adhered to by the Chief Financial Officer and the Treasurer, and monitored by the Council's Finance and Corporate Review Committee.

The limits include maintaining:

- net debt (gross debt less sinking fund investments) below \$100 million
- gross interest expense below 10% of the Council's revenue
- unhedged floating rate debt below \$25 million and below 25% of gross debt
- debt due for refinancing in any one financial year below the total of \$20 million plus 25% of total borrowings plus undrawn committed borrowing facilities maturing beyond the end of the financial year
- a liquidity ratio above 0.50 to 1.00 after allowing for undrawn committed credit lines
- Standard & Poor's liquidity requirements for A-1+ rated short term issuers
- liquid investments above specified minimums.

Funding Policy – Outline

In 1998 the Hutt City Council (the “Council”) adopted its first Funding Policy. This gave residents and ratepayers an opportunity to be involved in the policy settings for the Council’s revenue. For the first time the Council had to clearly state who was going to pay for services, and why. By law this policy must be fully reviewed every three years.

In 2001 the Council completed the first full review of its Funding Policy. The following section provides an outline of the revised Funding Policy 2001 - 2004. The full policy document can be obtained, free of charge, on request from the Council.

PURPOSE

This Funding Policy has been prepared to meet the requirements of Part VIIA of the Local Government Act (the “Act”). The purpose of this new legislation is to promote prudent, effective, and efficient financial management by local authorities. This is achieved through public input into the Council’s decision making, using a greater level of information and consultation than existed before. For all revenue, including rates, councils are now required to explain to their communities what the money is for, who is paying and why.

PROCESS

The Funding Policy is developed through a compulsory three step process involving funding principles, funding modifications and funding mechanisms. This process covers all operating and capital expenditures.

Decision Makers	Process Step	Issues Covered
Officers	One	Economic allocation of costs according to benefits received. Includes public funding distribution.
Councillors	Two	Modifications for the interests of residents and ratepayers, fairness and equity, lawful policies and adjustment difficulties. The distribution of public funding between rating groups.
Councillors	Three	Further adjustments to the allocation of costs due to the practicality, efficiency and transparency of the funding mechanisms available to the Council.
Councillors		Consultation

The costs of servicing the loans are allocated to each activity according to the proportion of the Council’s physical assets used by that activity. Depreciation and net interest costs based on these assets is included in the operating cost. The distribution of the debt reduction costs through the operating surplus to the community is treated as a separate issue and is not allocated to a specific activity.

The Council reviewed all of its activities as part of the Strategic Planning process undertaken in 1999/2000. The Council decided to continue with all of its existing operations, which are reported on under 20 significant activities. These account for the Council’s entire operations and budget. The criteria used to identify these were activities that:

- (a) have significant financial consequences for the City and
- (b) benefit people and groups in different ways, or at different levels, than do other services or
- (c) are of such importance to the community that they should be analysed and reported separately.

The previous Funding Policy had 38 significant activities. A number of these proved to be too small to provide stable budget analysis over time and on review did not meet the criteria set out above.

Funding Policy – Outline continued

FUNDING POLICY REQUIREMENTS

The Act requires the Council to carry out an assessment of all the significant activities of the Council and determine:

- who benefits
- who should pay
- how the payments will be made
- why the Council is providing the service.

The Act provides a process to achieve this and allows for public input into the decisions made by the Council. The Act clearly intends for Councillors to modify the theoretical assessment to reflect the wishes and needs of the community. There are no 'correct' answers to each final target. Information on averages from other councils is intended to be used as information only.

STEP 1 Funding Principles (Indicative Allocation of Costs)

The Act states:

“Section 122F – PRINCIPLES RELATING TO FUNDING OF EXPENDITURE NEEDS

The principles referred to in section 122E(1)(a) of this Act (which principles are not ranked in order of priority) are:

- (a) the principle that the costs of any expenditure should be recovered at the time that the benefits of that expenditure accrue
- (b) the principle that, to the extent that any expenditure:
 - (i) is independent of the number of persons who benefit or
 - (ii) generates benefits that do not accrue to identifiable persons or groups of persons or
 - (iii) generates benefits to the community generally,the costs of that expenditure should be allocated in a manner consistent with economic efficiency and appropriate to the nature and distribution of the benefits generated, which manner may require the use of rating mechanisms under the Rating Powers Act 1988
- (c) the principle that the costs of any expenditure should be recovered from persons or categories of persons in a manner that matches the extent to which the direct benefits of that expenditure accrue to those persons or categories of persons and
- (d) the principle that the costs of any expenditure to control negative effects that are contributed to by the actions or inaction of any persons or categories of persons should be allocated to those persons or categories of persons in a way that matches the extent to which they contribute to the need for that expenditure.”

INTERPRETATION

The sections above have been widely interpreted to mean the following:

- (a) intergenerational equity
- (b) public good
- (c) user pays or private benefit and
- (d) exacerbator pays.

While the Act does not use these words specifically they have come to be the accepted industry practice. They are used to try and simplify the legal meanings so that more people can understand the basis for the analysis.

INTERGENERATIONAL EQUITY

This principle 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. The method used to spread these costs over time is to use loan funding. This ensures that current ratepayers do not pay for benefits received by future ratepayers. Each year ratepayers pay the costs of operating the asset, including the interest and depreciation charges that are associated with it. This results in infrastructural costs being spread more evenly across the life of the asset and the different ratepayers who benefit from it. The costs of reducing existing debt are also relevant in this concept.

Funding Policy – Outline continued

PUBLIC GOOD

This principle aims to identify those expenditures that should be funded by the community in general. Expenditure funded by the community should be used where:

- additional people benefiting has little or no impact on costs, for example, Streetlighting
- the person or people benefiting cannot be identified, for example, Parks and Reserves
- the community in general benefits, for example, Elected Members.

For benefits of this type it is either not possible, practical, or desirable to charge people directly so they are funded through rates. It is not necessary that the entire community benefits for this principle to be applied.

USER PAYS

This principle applies where direct benefits to an individual or groups of people can be identified. In this case the costs of those benefits should be funded on a user pays basis. It must be possible to identify the user and to withhold the service if they choose not to pay, for example, refuse disposal.

EXACERBATOR PAYS

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 the Council should recover any costs directly from those causing the problem. Examples are fixing a chemical spill, dog control, littering and parking fines. These are actually public bads rather than public goods.

Once these principles are applied to each activity, a picture emerges of how different parts of the community benefit from the Council's services. This is subjected to professional peer review and then presented to the Councillors as the community's representatives as the Indicative Allocation of Costs, which is what people would pay if they only paid for the benefits they received.

For the purposes of this policy the benefits obtained by the general public from the control of public bads are included as private benefits under this principle.

The Indicative Allocation of Costs is the basis for the Council's modifications in step two.

STEP 2 Policy Modifications to Indicative Allocation of Costs

The Indicative Allocation of Costs is a technical assessment of who benefits from the Council's activities. This might not always be compatible with the Council's objectives for the community. The legislation allows the Council to modify the way in which the costs are shared according to the following considerations:

Section 122G – CONSIDERATIONS RELATED TO FUNDING OF EXPENDITURE NEEDS

The considerations referred to in section 122E(1)(b) of this Act (which considerations are not ranked in order of priority) are:

- (a) the obligation of the local authority to act in the interests of its residents and ratepayers
- (b) the fairness and equity of any allocation of costs
- (c) any lawful policy of the local authority, to the extent that the costs of any expenditure may be allocated in a way that effectively and appropriately promotes that policy and
- (d) balancing the avoidance of significant adjustment difficulties for any persons or categories of persons arising from sudden and significant changes in the total costs allocated to those persons or categories of persons, with achieving the indicated allocation of costs at the earliest reasonable date.

Funding Policy – Outline continued

INTERPRETATION

The sections above have been widely interpreted to mean the following:

- (a) the interests of residents and ratepayers
- (b) fairness and equity
- (c) lawful policies and
- (d) transition period.

While the Act does not use these words specifically they have come to be the accepted industry practice. They are used to try and simplify the legal meanings so that more people can understand the basis for the analysis. Reflecting the diverse nature of communities across New Zealand there is a wide range of modifications made at this stage by different councils. Clearly there is no correct answer and the Council should look to modify, where needed, to best suit the needs of Hutt City.

The Interests of Residents and Ratepayers

This broad consideration allows the Council to modify the Indicative Allocation of Costs, which if left unchanged, would be detrimental to the interests of the community as a whole.

Fairness and Equity

Where the Indicative Allocation of Costs places unaffordable financial burdens on sectors of the community, modifications can be made to shift those burdens on to either the community in general or sectors that can afford to pay. The Council can also modify the distribution of public funding between sectors of the community.

Lawful Policies

Where the Council has policies to achieve specific results in the City, it can alter the allocation of costs to best achieve these. For example, the Council wishes to promote environmental values in the community. Recycling will not occur at levels the Council desires if left to the private sector, so it is subsidised through rates.

Transition Period

If the Council decides to shift the incidence of rates from one sector to another, or from public funding to user pays, the impact on individuals can be significant. To allow residents and/or ratepayers time to plan for an impact, the Council can phase these changes in over a number of years. This period is generally five years.

STEP 3 Practicality, Efficiency and Accountability Modifications

Once the Council has modified the Indicative Allocation of Costs, it then assesses whether it is practical to collect its income from the community in that manner.

The Council is limited in how they can collect funds by the Rating Powers Act 1988. For example, the Council cannot vary uniform annual charges according to the type of property concerned. The limitations of this Act are being reviewed by Parliament, but until this is complete, the Council must achieve the desired allocation of costs within its limits.

It is desirable that every member of the community knows exactly how much he or she is being charged for each of the Council's activities. This gives a high degree of accountability. There are 20 such significant activities however, and some of these represent only a dollar or two per person per year. The cost of separating out every activity is too expensive in relation to the amount of money collected. For practicality reasons, therefore, the Council currently combines the cost of many activities into the "General Rate" charge.

The Practicality and Accountability modifications are:

Section 122H – MATTERS RELATED TO MECHANISMS FOR FUNDING OF EXPENDITURE NEEDS

Funding Policy – Outline continued

The matters referred to in section 122E(1)(c) of this Act are:

- (a) the extent to which any funding mechanism or combination of funding mechanisms lawfully available to the local authority can achieve any allocation of costs
- (b) the efficiency, including the costs, of the different funding mechanisms available to the local authority
- (c) the extent to which it is efficient and effective to fund any expenditure need by a funding mechanism that is separate from those used to fund any other expenditure of the local authority and
- (d) the extent to which different funding mechanisms lawfully available to the local authority will allow persons or categories of persons to whom costs are allocated to identify the expenditure needs to which those costs relate.

INTERPRETATION

The sections above have been widely interpreted to mean the following:

- (a) lawfully achieving objectives
- (b) efficiency
- (c) separate or general rate and
- (d) transparency.

Lawfully Achieving Objectives

Any method the Council may wish to use to best achieve its objectives needs to be lawful. Only those rating methods as stated in the Rating Powers Act 1988, can be utilised by the Council.

Efficiency

The preferred funding method may involve the collection of user charges. In some activities such as Parks and Reserves, the cost of collection (structures and staff) will be higher than the revenue gained.

Separate Rate or General Rate

For some activities the quantity of rates funding to be collected amounts to only a few cents for each ratepayer. The administrative costs and lack of significance would lead the Council to fund a number of activities in a general rate.

Transparency

The Council needs to weigh up administrative costs and complexity against the need for ratepayers to more clearly understand the costs they are being charged for each activity.

ECONOMIC ALLOCATION OF COSTS

After analysing the 20 significant activities of the Council (see table on the following page) an overall picture of private versus public funding from a strictly economic assessment can be made.

The Council currently has operating expenditure of \$78.2 million a year. This assessment indicates that \$44.8 million (58%) of this should be funded from a user pays basis (including uniform annual charges for water and wastewater as a proxy for a user charge). The Council currently funds \$35.8 million (46%) from a user pays basis. The step one analysis concludes that there is a private benefit subsidy of \$9.0 million funded from public rates income.

Funding Policy – Outline continued

COUNCIL MODIFICATIONS - THE IMPACT OF THE COUNCIL'S POLICY AND LAWFUL RATING METHODS

The Council has reviewed the economic assessment in the light of the Council's policies, the ability of people to pay, fairness and equity, the legal ability of the Council to impose charges and the efficiency of doing so. The results of all of these decisions are summarised in the table below by significant activity.

Significant Activity	Step 1	Step 2	Step 3
1. Libraries	50	6	6
2. Museums	50	30	20
3. Aquatics and Recreation Programmes	60	39	39
4. Parks and Reserves	20	10	10
5. Community Assistance	20	5	5
6. Community Property	60	40	21
7. Elected Members	-	-	-
8. Advice and Support Services	-	-	-
9. Roading and Traffic Management	54	50	22
10. Parking	100	150	156
11. Water Supply	90	90	90
12. Wastewater	95	95	95
13. Stormwater	20	-	-
14. Solid Waste Management	95	98	98
15. Environmental Management	60	50	45
16. Emergency Management	-	7	7
17. Animal Control	95	95	97
18. Urban Design and Enhancement	15	-	-
19. Commercial Property	95	95	95
20. Economic Development	25	-	-
Whole of Council	58	50	45

The Funding Policy concludes that the overall current proportion of user charges is about right. Some services will see an increase in the level of charges. The Council's expenditure in the Wastewater area is increasing significantly and the Council has agreed to the introduction of Trade Waste Charges. The overall proportion of total operating expenditure is not expected to increase.

Funding Policy – Outline continued

Summary of Step 3

	PERCENTAGE OF PRIVATE BENEFIT				
	HUTT CITY COUNCIL			Survey of 32 Councils	
	Funding Policy 2001	Funding Policy 1998	2000/2001 Budget	Urban 1998	All Councils 1998
1. Libraries	6	6	6	8	11
2. Museums	20	18	17	22	23
3. Aquatics and Recreation Programmes	39	39	33	47	31
4. Parks and Reserves	10	17	10	11	11
5. Community Assistance	5	7	1	7	5
6. Community Property	21	40	21	38	32
7. Elected Members	-	-	-	-	-
8. Advice and Support Services	-	-	-	-	-
9. Roading and Traffic Management	22	30	22	19	31
10. Parking	156	122	156	92	88
11. Water Supply	90	80	84	64	86
12. Wastewater	95	100	111	63	77
13. Stormwater	-	1	-	-	14
14. Solid Waste Management	98	94	111	98	63
15. Environmental Management	45	50	45	51	51
16. Emergency Management	7	7	7	3	1
17. Animal Control	97	95	97	84	84
18. Urban Design and Enhancement	-	-	-	-	-
19. Commercial Property	95	85	96	100	94
20. Economic Development	-	-	-	4	6
Whole of Council	45	46	46	41*	39*

* Simple averages only

Funding Policy – Outline continued

PUBLIC FUNDING DISTRIBUTION

The table below sets out how the rates funding needed for each activity has been assessed for the residential, business and rural sectors.

Public Funding

	Residential	Business	Rural
PROPORTION OF CAPITAL VALUE - JULY 2000	81.4%	17.1%	1.5%
1. Libraries	81.4%	17.1%	1.5%
2. Museums	64.8%	34.0%	1.2%
3. Aquatics and Recreation Programmes	81.4%	17.1%	1.5%
4. Parks and Reserves	81.4%	18.1%	0.5%
5. Community Assistance	81.4%	17.1%	1.5%
6. Community Property	81.4%	17.1%	1.5%
7. Elected Members	81.4%	17.1%	1.5%
8. Advice and Support Services	81.4%	17.1%	1.5%
9. Roading and Traffic Management	29.0%	70.0%	1.0%
10. Parking	81.4%	17.1%	1.5%
11. Water Supply	81.4%	18.6%	0.0%
12. Wastewater	81.4%	18.6%	0.0%
13. Stormwater	60.3%	39.0%	0.8%
14. Solid Waste Management	81.4%	17.1%	1.5%
15. Environmental Management	19.0%	80.0%	1.0%
16. Emergency Management	81.4%	17.1%	1.5%
17. Animal Control	20.0%	0.0%	80.0%
18. Urban Design and Enhancement	10.0%	90.0%	0.0%
19. Commercial Property	81.4%	17.1%	1.5%
20. Economic Development	0.0%	100.0%	0.0%
Other Opex Offsets (petrol tax, rates penalties, interest income)	81.4%	17.1%	1.5%
Total Public Funded Operating Expenditure	60.6%	38.3%	1.1%
Debt repayment ten-year average	49.0%	50.0%	1.0%

OVERALL RATING BURDEN

The overall public funding distribution can be stated as a ratio of total rates to total capital value. The bottom-up analysis summarised above is compared to the proportion of capital value each sector has of the total City capital value. For example, the business sector is currently paying 34% of total rates, but it only makes up 17% of the City capital value. This results in an overall funding ratio of 2.0. The Funding Policy aims for a final ratio of 1.7.

Sector	Actual 2000/2001	Funding Policy Target 2006
Residential	0.8	0.9
Business	2.0	1.7
Rural	0.3	0.5

These overall ratios are far more meaningful than merely focusing on the general rate differentials (business is currently 4.1, residential 1.0 and rural 0.7 of capital value) as they relate to the entire rates bill rather than only one part of it.

Funding Policy – Outline continued

The result of this analysis reaffirms the current Council view that the business sector is paying too much for the services it receives. Overall (including the uniform water and sewer charges) the business sector is subsidising the residential sector by \$2.1 million and the rural sector by \$0.2 million. This analysis concludes that the fair proportion of the total rates income should be the following:

Sector	Percentage of Total Rates	Percentage of Total Rates
	Actual 2000/2001	Funding Policy
Residential	65.1%	70.6%
Business	34.2%	28.7%
Rural	0.5%	0.7%

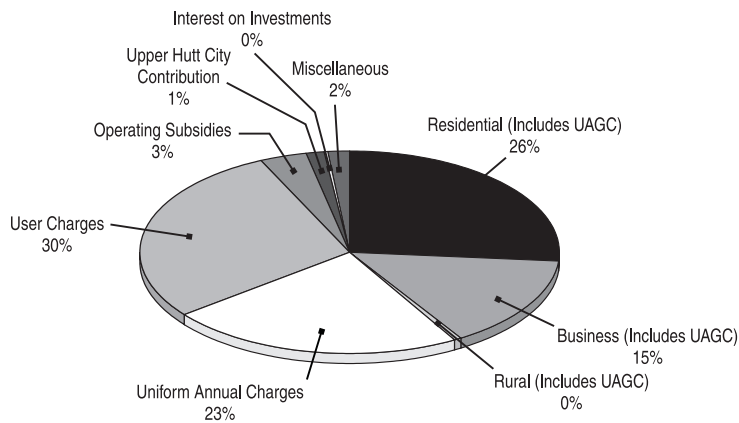
To fully implement this decision residential rates need to increase by around 9% and rural rates by 61%. Business rates would decrease by \$2.3 million or 13%. When the impact of the Wastewater Plant and other Council initiatives are added the following profile of income results.

Funding Mechanism

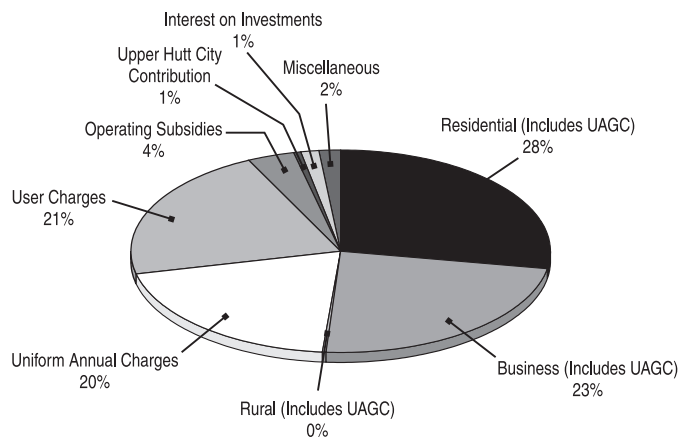
	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006
FOR OPERATING EXPENDITURE						
Rates Funding						
Residential (Includes UAGC)	27.8%	27.3%	27.6%	28.0%	28.6%	29.3%
Business (Includes UAGC)	23.2%	22.8%	21.7%	20.9%	20.2%	19.5%
Rural (Includes UAGC)	0.3%	0.3%	0.4%	0.4%	0.5%	0.5%
Uniform Annual Charges	20.0%	21.2%	21.9%	22.6%	23.0%	22.9%
User Charges	21.3%	21.3%	21.2%	21.2%	20.9%	20.9%
Operating Subsidies	3.6%	3.6%	3.5%	3.5%	3.4%	3.4%
Upper Hutt City Contribution	0.8%	1.0%	1.5%	1.5%	1.5%	1.5%
Interest on Investments	1.3%	1.0%	0.7%	0.5%	0.4%	0.4%
Miscellaneous	1.6%	1.6%	1.6%	1.6%	1.5%	1.5%
TOTAL OPERATING REVENUE	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
FOR CAPITAL EXPENDITURE						
Long Term Borrowing	-11.0%	55.1%	-1.2%	8.8%	-8.1%	-39.4%
Upper Hutt City Contribution	2.7%	20.4%	6.1%	11.6%	9.3%	0.9%
Capital Subsidies	5.8%	0.8%	3.9%	1.7%	6.9%	2.1%
Transfer from Reserves	3.2%	0.9%	6.0%	2.8%	1.5%	2.3%
Depreciation	99.2%	22.7%	85.1%	75.2%	90.3%	134.1%
TOTAL CAPITAL EXPENDITURE	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Funding Policy – Outline continued

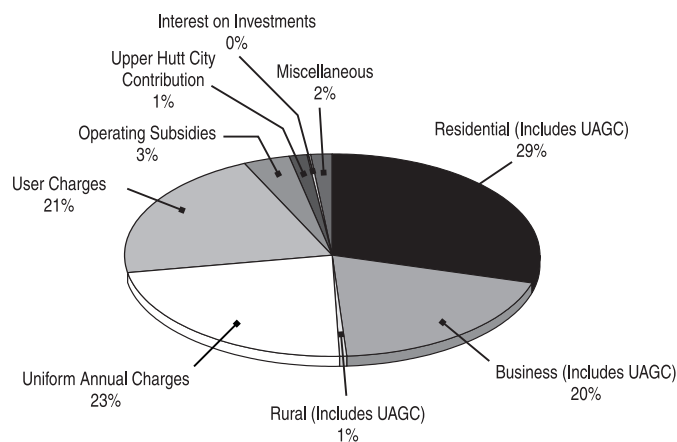
Step 1 Indicative Allocation of Operating Costs



2000/2001 Actual Allocation of Operating Costs



Proposed Allocation of Operating Costs 2005/2006



Transfund New Zealand Funding

The information set out below is provided to meet the requirements of sections 31 and 32 of the Transit New Zealand Act 1989.

The figures shown in the table below are included in the roading and traffic management activity Statement of Financial Performance.

Surpluses and deficits relating to this activity are dealt with as follows:

- any operating surplus is first applied to fund capital expenditure and the remainder used to reduce the net funding requirement from rates
- any operating deficit is funded from rates.

PROFESSIONAL SERVICES BUSINESS UNIT – OPERATING STATEMENT	
Revenue/sales from:	\$000
In-house professional services for Transfund New Zealand financially assisted roading	232
Other activities (excluding some allocated overhead costs)	1,818
Total revenue	2,051
<i>Less:</i>	
Operating costs	2,051
Total operating costs	2,051
Net surplus	-

The Council's fees and charges for 2001/2002 are either the result of the Funding Policy or are transitional steps towards achieving the Funding Policy.

Each significant activity has been analysed using the Three Step Process to obtain the appropriate funding mechanisms, including fees and charges.

The Funding Policy is used to set the total revenue required from fees and charges. Individual fees and charges are based on estimated levels of use for each activity. The proportion of revenue made up from fees and charges will increase over the life of the Funding Policy.

This year the only change to fees and charges is in the provision of Cemetery services.



Fees and Charges

ANIMAL CONTROL

DOG

• not neutered and not registered in time	\$90.00
• not neutered	\$72.00
• neutered and not registered in time	\$90.00
• neutered	\$62.00
• responsible owners not registered in time	\$90.00
• responsible owners	\$44.00

Replacement dog label	\$1.00
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Infringement fees set in the Dog Control Act 1996 apply.

IMPOUNDING AND SUSTENANCE FEES

First impounding during year of registration	\$70.00
Second impounding during year of registration	\$140.00
Sustenance fee per dog per day	\$12.00

CEMETERIES

PLOT PURCHASE AND MAINTENANCE IN PERPETUITY

Adult	\$1,038.00
Child (1-12 years)	\$253.00
Child (under 1 year)	\$176.00
Ashes	\$328.00
Ashes Entrance Garden (new service)	\$641.00
Tree plots (new service)	\$306.00
Ponga trail (new service)	\$514.00
Monumental plots	\$1,370.00

INTERMENT FEES

Adult	\$453.00
Child (1-12 years)	\$353.00
Child (under 1 year)	\$68.00
Ashes	\$52.00

RSA SECTION

Plot purchase	No charge
Interment fee	\$453.00
Ashes plot purchase	No charge
Ashes interment	\$52.00
Ashes interment (memorial wall)	\$52.00

DISINTERMENTS

All disinterments	\$505.00
Ashes	\$146.00

RE-INTERMENTS

To be charged as for interment fees

SPECIAL FEES AND CHARGES

Outside district fees – all burials	\$368.00
Casket larger than standard	\$127.00
Extra depth	\$127.00
Overtime (outside standard burial hours)	Actual cost
Permit fees	\$19.00
Plot cancellation fee	\$35.00
Breaking of concrete	\$115.00
Search fee: Per entry	\$6.00
Maximum charge	\$43.00

ENGINEERING RECORDS

	Xerox	Aerial Photography	OCE	PD Plans
A1	\$8.00	Pre 1995 \$8.00 1995 \$15.00	N/A	\$5.00
A2	\$4.00	Pre 1995 \$4.00 1995 \$8.00	\$6.00	\$3.00
A3	\$2.00	1995 \$5.00	\$4.00	N/A
A4	\$0.20	Terraview \$2.00	N/A Photo + GIS boundaries	\$5.00

ENVIRONMENTAL APPROVALS

RESOURCE CONSENTS

NON-COMPLYING ACTIVITY

Hearing required (where any resource consent hearing continues over more than one day, each subsequent day, or part of a day shall be charged to the applicant at a rate of \$720 per day)	\$1,552.50
No hearing required	\$1,125.50

DISCRETIONARY ACTIVITY

Hearing required	\$1,552.50
No hearing required	\$1,125.50

NOTIFIED CONTROLLED ACTIVITY

Hearing required	\$1,552.50
No hearing required	\$1,125.50
Non-notified Resource Consent	\$225.00
Review by consent authority	\$112.50
Controlled activity	\$225.00
Any special inspections (per hour)	\$73.12

SUBDIVISIONS (INCLUDING TITLE/CROSS LEASE)

Certificate under section 223 – Resource Consent	\$202.50
Certificate under section 224(c)	\$112.50
Rights of way	\$202.50

CERTIFICATE OF COMPLIANCE

Resource Management Act	\$225.00
Planning certificate under Sale of Liquor Act 1989, and in relation to motor vehicle dealers	\$112.50

DISCHARGE OF WITHDRAWAL OF REGISTERABLE AGREEMENT

Legal costs plus officers time at (per hour)	\$73.12
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REMOVAL OF BUILDING LINES

\$112.50 plus disbursements

ADJUSTMENT OF EASEMENTS

Legal costs plus officers time at (per hour)	\$73.12
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BUILDING CONSENTS

Value of Work	P.I.M. Only	B.C. Only	Total Cost P.I.M and B.C.
Minor works: building, hot water cylinders, free-standing, inbuilt fires	\$20.00	\$70.00	\$90.00
Under \$2,000	\$76.25	\$93.21	\$169.46
\$2,001-\$5,000	\$132.06	\$161.42	\$293.48
\$5,001-\$10,000	\$168.96	\$206.52	\$375.48
\$10,001-\$20,000	\$260.35	\$318.22	\$578.57
\$20,001-\$50,000	\$354.04	\$432.72	\$786.76
\$50,001-\$100,000	\$572.40	\$699.60	\$1,272.00
\$100,001-\$200,000	\$646.20	\$789.80	\$1,436.00
\$200,001-\$300,000	\$823.50	\$1,006.50	\$1,830.00
\$300,001-\$400,000	\$1,001.25	\$1,223.75	\$2,225.00
\$400,001-\$500,000	\$1,192.50	\$1,457.50	\$2,650.00
\$500,001-\$600,000	\$1,392.75	\$1,702.25	\$3,095.00
\$600,001-\$700,000	\$1,570.50	\$1,919.50	\$3,490.00
\$700,001-\$800,000	\$1,850.50	\$2,279.50	\$4,130.00
\$800,001-\$900,000	\$2,016.00	\$2,464.00	\$4,480.00
\$900,001-\$1,000,000	\$2,193.75	\$2,681.25	\$4,875.00

PLUMBING INSPECTIONS

Value of Work	
Under \$10,000 (per inspection)	\$40.00
Over \$10,000 (per inspection)	\$70.00

RECORD SEARCHES

Search of records up to 15 minutes	\$10.00
Search of records over 15 minutes	\$20.00

LAND INFORMATION MEMORANDA ("LIM")

Residential property LIM	\$146.25
Commercial property LIM (deposit)	\$146.25

(Additional fees may apply if more than two hours is required for commercial property LIMs).

ENVIRONMENTAL HEALTH APPROVALS

	Fee	Discount
Premises meeting the required standard by 1 July 1995 are eligible for a discount provided re-registration is applied for by 20 August.		
Application/transfer/minimum fee	\$50.00	N/A
Non-complying inspection fee	\$50.00	N/A

FOOD PREMISES

('A' Grade Food Premises receive a 30% reduction on the standard fees)

Premises predominantly retailing pre-packaged foods only, with no food preparation on site	\$170.00	\$17.00
Premises preparing food predominantly for retail sale, rather than wholesale	\$240.00	\$24.00
Premises with a variety of food operations, or premises manufacturing, preparing or packaging food for wholesale. These premises not to exceed 1,000 sq metres	\$545.00	\$54.00
Premises with a variety of food operations, or premises manufacturing, preparing or packaging food for wholesale. These premises exceed 1,000 sq metres	\$750.00	\$75.00

EATING HOUSES

Where accommodation provides for but not exceeding 25 persons	\$275.00	\$27.00
Where accommodation provides for 25 but not exceeding 50 persons	\$345.00	\$34.00
Where accommodation provides for 50 but not exceeding 100 persons	\$415.00	\$41.00
Where accommodation exceeds 100 persons	\$550.00	\$55.00

MISCELLANEOUS

Hairdressers' shops	\$170.00	\$17.00
Offensive trades	\$230.00	\$23.00
Mortuaries – fee applies from 1 June as required by the Health (Burial) Regulations 1946	\$55.00	N/A
Travelling shops	\$115.00	N/A
Hawkers and peddlers	\$23.00	N/A
Street photographers	\$33.00	N/A
Bottle collectors	\$40.00	N/A
Camping grounds	\$480.00	\$48.00
Mobile canteens	\$450.00	\$45.00
Amusement galleries	\$55.00	N/A
Seizure of equipment (noise abatement)	\$95.00	N/A
Dangerous goods inspection fee	\$60.00	N/A

ENVIRONMENTAL POLICY

REQUESTS FOR CHANGE TO DISTRICT PLAN (deposit)

\$1,000.00

All work undertaken by the Council's officers in connection with the request for the change including any preparation shall be charged at \$75.00 per hour 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 charged at \$720.00 per day or part day plus the officer's time at \$75.00 per hour against the deposit.

NOTICE FOR REQUIREMENTS (deposit)

\$1,000.00

All work undertaken by the Council's Officers in connection with the requirement shall be charged at \$75.00 per hour against the deposit. Actual advertising costs shall be payable by the requiring authority. All information requested by the Council shall be supplied at the requiring authority's cost. Any hearing shall be charged at \$1,000.00 per day or part day plus the officer's time at \$75.00 per hour against the deposit.

PROPOSED DISTRICT PLAN

Complete set	\$250.00
Scheme statement/Code of ordinances	\$125.00
Set of maps	\$125.00

TRANSITIONAL DISTRICT PLAN (LOWER HUTT SECTION)

Complete set	\$140.62
Code of ordinances	\$50.62
Scheme statement	\$50.62
Set of maps	\$77.62
Single maps	\$9.00

TRANSITIONAL DISTRICT PLAN (WESTERN HILLS SECTION)

Complete set	\$131.62
Scheme statement/Code of ordinances	\$91.12
Set of maps	\$50.62
Single maps	\$10.12

TRANSITIONAL DISTRICT PLAN (WAINUIOMATA SECTION)

Complete set	\$111.37
Scheme statement/Code of ordinances	\$45.00
Set of maps	\$22.50

TRANSITIONAL DISTRICT PLAN (PETONE SECTION)

Complete set	\$81.00
Scheme statement/Code of ordinances	\$70.87
Set of maps	\$22.50

TRANSITIONAL DISTRICT PLAN (EASTBOURNE SECTION)

Complete set	\$60.75
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HALLS

Community rates of charges for hall hire are set out below.
The commercial rates are set at the community rate, plus 50 percent.

TOWN HALL AND HORTICULTURAL HALL

Monday to Friday	Main Hall	Supper Room	Kitchen & Supper Room	Main Hall & Kitchen	All Facilities
Morning 8 am – 12 noon	\$120.00	\$30.00	\$60.00	\$160.00	\$180.00
Lunchtime 12 noon – 2 pm	\$60.00	\$25.00	\$40.00	\$85.00	\$110.00
Afternoon 2 pm – 6 pm	\$120.00	\$30.00	\$60.00	\$160.00	\$180.00
Evening 6 pm – 11 pm	\$135.00	\$40.00	\$90.00	\$180.00	\$215.00
Morning and afternoon 8 am – 6 pm	\$205.00	\$60.00	\$120.00	\$265.00	\$320.00
Afternoon and evening 2 pm – 11 pm	\$205.00	\$60.00	\$120.00	\$265.00	\$320.00
All day and evening 8 am – 11 pm	\$265.00	\$90.00	\$180.00	\$360.00	\$445.00

After 11 pm the rate is \$60.00 per hour.

Please note: The Town Hall supper room and kitchen are not available for public hire during normal working hours.

Weekends and Public Holidays	Main Hall	Supper Room	Kitchen & Supper Room	Main Hall & Kitchen	All Facilities
Morning 8 am – 12 noon	\$170.00	\$50.00	\$85.00	\$205.00	\$250.00
Lunchtime 12 noon – 2 pm	\$85.00	\$35.00	\$70.00	\$120.00	\$145.00
Afternoon 2 pm – 6 pm	\$170.00	\$50.00	\$85.00	\$205.00	\$250.00
Evening 6 pm – 11 pm	\$190.00	\$70.00	\$130.00	\$250.00	\$310.00
Morning and afternoon 8 am – 6 pm	\$290.00	\$85.00	\$170.00	\$370.00	\$455.00
Afternoon and evening 2 pm – 11 pm	\$290.00	\$85.00	\$170.00	\$370.00	\$455.00
All day and evening 8 am – 11 pm	\$370.00	\$130.00	\$250.00	\$490.00	\$610.00

After 11 pm the rate is \$85.00 per hour.

LITTLE THEATRE

Monday to Friday	All Facilities	Weekends and Public Holidays
		All Facilities
Morning 8 am – 1 pm	\$100.00	\$145.00
Afternoon 1 pm – 6 pm	\$100.00	\$145.00
Evening 6 pm – 11 pm	\$100.00	\$145.00
Two sessions in one day	\$160.00	\$220.00
Three sessions in one day	\$240.00	\$325.00

After 11 pm the rate is \$50.00 per hour. After 11 pm the rate is \$50.00 per hour.

MOERA, EASTBOURNE AND WAINUIOMATA COMMUNITY HALLS

Monday to Friday	Main Hall	Supper Room	Kitchen & Supper Room	Main Hall & Kitchen	All Facilities
Morning 8 am – 1 pm	\$50.00	\$20.00	\$35.00	\$65.00	\$85.00
Afternoon 1 pm – 6 pm	\$50.00	\$20.00	\$35.00	\$65.00	\$85.00
Evening 6 pm – 11 pm	\$50.00	\$20.00	\$35.00	\$65.00	\$85.00
Two sessions in one day	\$80.00	\$30.00	\$55.00	\$110.00	\$130.00
Three sessions in one day	\$115.00	\$35.00	\$65.00	\$145.00	\$180.00

After 11 pm the rate is \$35 per hour.

Weekends and Public Holidays	Main Hall	Supper Room	Kitchen & Supper Room	Main Hall & Kitchen	All Facilities
Morning 8 am – 1 pm	\$65.00	\$25.00	\$50.00	\$90.00	\$115.00
Afternoon 1 pm – 6 pm	\$65.00	\$25.00	\$50.00	\$90.00	\$115.00
Evening 6 pm – 11 pm	\$65.00	\$25.00	\$50.00	\$90.00	\$115.00
Two sessions in one day	\$115.00	\$35.00	\$70.00	\$150.00	\$185.00
Three sessions in one day	\$155.00	\$50.00	\$90.00	\$205.00	\$250.00

After 11 pm the rate is \$35 per hour.

LANDFILLS

DOMESTIC VEHICLES (CASH ONLY)

Cars and station wagons	\$4.00
Vans, utilities, small trailers	\$8.00
Large trailers, small trucks	\$15.00

CAR BODIES

Clean car bodies	\$11.00
Other car bodies	\$32.00

TRADE VEHICLES (PER TONNE)

		Minimum Charge
General refuse	\$39.00	\$19.50
Special burials	\$62.00	\$31.00
Hazardous wastes (by arrangement)	\$125.00	\$62.50

Please note:

Combinations of vehicles (vans, utilities, small trucks) and trailer will cost the sum of their respective charges.

Hazardous wastes are only accepted at Silverstream landfill.

LIBRARIES

Reserves (non-urgent) per request	\$1.00
Overdues (per item per day to a maximum of \$5.00 per item)	\$0.20
Interloans (non-urgent) per request	\$10.00
Lost item	Original cost (less 10% per annum for five years) plus \$10.00 processing charge
Borrower's card replacement (per card)	\$2.00

OFFICIAL INFORMATION

SCHEDULE OF CHARGES FOR THE PROVISION OF INFORMATION 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 not subject to any charge
- (b) Where repeated requests are made in respect of a common subject in any four week period, requests after the first shall be aggregated for charging purposes
- (c) If the aggregate amount of staff time spent in actioning the 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 \$25.00
 - then for each additional half hour or part thereof \$28.00
- (d) Photocopying on standard A4 or foolscap paper will be free of charge for the first 20 pages and thereafter will be charged at (per page) \$0.20
- (e) All other charges incurred shall be fixed at an amount which recovers the actual costs involved. This will include:
 - producing a document by the use of a computer or other like equipment
 - reproducing a 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 or foolscap size
- (f) A charge may be modified or waived at the discretion of a General Manager 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
- (g) The charge may not include any allowance for:
 - information which is not where it ought to be
 - time spent deciding whether or not access should be allowed and in what form
- (h) In accordance with section 13(4) of the Act, charges shall be paid in advance.

PARKING

METERS (MONDAY TO SATURDAY)

1 hour time limit (per hour)	\$1.00
2 hour time limit (per hour) (apart from Rutherford Street)	\$1.00
Rutherford Street (per hour)	\$0.80
No time limit	\$0.60/hour up to 6 hours then \$0.10/hour

PAY AND DISPLAY

OFF-STREET AREAS (MON TO FRI)

Civic Fountain/Dowse/Stevens Grove (per hour)	\$0.60
Maximum per day	\$4.00

RIVERBANK CARPARK (MON TO FRI)

Per hour	\$0.40
Maximum per day	\$2.00

(reduced charges may apply from time to time in some areas of the Riverbank carpark)

ON-STREET AREAS (MON TO FRI)

Myrtle Street – all day angle parking (per hour)	\$0.40
Maximum per day	\$2.00
Raroa Road/Bloomfield Terrace – 1 hour time limit (per hour)	\$1.00
Cornwall Street – 2 hour time limit (per hour)	\$1.00
Cornwall Street – all day parking	\$0.60 per hour up to 6 hours then \$0.10/hour

LEASED PARKING

Riverbank (standard rate) per week	\$15.00
Victoria Street (standard rate) per year	\$260.00

PENALTIES – METERED AREAS

Maximum as set out in the Transport Act

PENALTIES – PAY AND DISPLAY AREAS

Overstaying less than 4 hours	\$10.00
Overstaying more than 4 hours	\$20.00
Not displaying a ticket	\$20.00

MISCELLANEOUS

Construction loading zones	Site specific
Meter hoods (per day)	\$10.00

REFUSE AND RECYCLING

OFFICIAL REFUSE BAGS

Recommended Retail Price

Plastic bags (packet of 10)	\$9.00
(packet of 50)	\$42.50
Replacement recycling containers	\$10.00

ROADING

SUBDIVISION INSPECTION AND APPROVAL CHARGES

Boundary adjustment	\$132.30
Additional lots:	
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	

MOTOR CROSSING CHARGES

	Standard Fee	Admin./Inspection
Concrete dished crossing/m2	\$65.00	\$72.00
Extensions to existing concrete crossings/m2	\$65.00	\$72.00
Installation of concrete dished crossing in conjunction with road reconstruction work/m2	\$32.50	\$72.00
Concrete block crossing	Actual Cost	\$72.00
Pipe crossing	Actual Cost	\$72.00
'Slot' type crossing/m2	\$65.00	\$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:

Engineer (per hour)	\$61.88
Inspector (per hour)	\$42.75

SEAVIEW MARINA

BERTHS

	Annual lease	Six monthly lease
10 metre	\$2,103.75	\$1,052.00
12 metre	\$2,227.50	\$1,113.75
14 metre	\$2,351.25	\$1,175.50
16 metre	\$2,475.00	\$1,237.50
17 metre	\$3,173.00	\$1,586.50
18 metre	\$3,173.00	\$1,586.50
20 metre	\$3,450.25	\$1,750.00
Trailer parks	\$618.75	\$309.25
Moorings	\$866.25	\$433.00
Registration fee	\$56.25	

SMALL BOARD LAUNCHING RAMP

Launch retrieve and parking (per visit)	\$5.00
Launch retrieve and parking (per year pass)	\$56.25
Use of wash-down facility (if using launching ramp)	No charge

HARDSTAND

Rental only (per day per space)	\$3.50
With cradle (per day)	\$17.00

Hardstand rates apply to boats up to 16 metres in length, larger boats by quotation

TRAVEL LIFT SERVICES AND CHARGES

(Maximum boat lift 45,000 kgs)

WATER TO HARDSTAND AND RETURN FOR BOATS:

Up to 8 metres	\$140.00
8.0 metres to 10.3 metres	\$160.00
10.3 metres to 12.0 metres	\$185.00
12.0 metres to 13.5 metres	\$220.00
13.5 metres to 15.0 metres	\$275.00

Vessels longer than above are subject to quotation

Maximum width of vessel 5.325 metres

LIFT HOLD AND RETURN TO WATER (QUICK LIFTS) FOR BOATS

Up to 12.0 metres	\$67.50
12.0 metres to 15.0 metres	\$90.00
Over 15.0 metres	By quotation

(Quick lifts are generally for the purpose of surveys/inspections/anode replacement/stern leg checks/quick blasts/broom downs)

TRAVEL LIFT HIRE

For services other than the above, for example, lifts to and from transporter/keel fitment etc (per ½ hour or part thereof with a minimum charge of \$56.25) \$56.25

CHARGES FOR WORKS OUTSIDE NORMAL WORKING HOURS

Operator charge \$25.00

Normal working hours are: Monday to Friday, 8 am – 5 pm, Saturday 8 am – 12 pm

Terms of payment for lifts will be on a 'No Cash No Splash' basis unless individual arrangements are negotiated. Seaview Marina berth clients may charge this work to their normal account.

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

Events and commercial operators	By quotation
Picnic bookings (30 or more persons)	\$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

Stormwater connection fee	\$25.00
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SWIMMING POOLS

INDOOR POOLS (HUIA, NAENAE, STOKES VALLEY)

Adult	\$3.50
Child	\$2.00
Over 60s	\$2.00
Spectator (non-supervising adult)	\$1.00
Family pass (2 adults/4 children)	\$7.50

CONCESSION TICKETS

Adult 10 swim concession	\$29.75
Adult 30 swim concession	\$73.50
Child and over 60s 10 swim concession	\$17.00
Child and over 60s 30 swim concession	\$42.00

POOL HIRE

Permanent hire per hour (for example, weekly 25 metres) includes all aquatic clubs	\$48.00
Casual hire (25 metres per hour)	\$75.00
Naenae pool (50 metres per hour)	\$150.00
Lane charge (per hour)	\$15.00
School groups:	
• main pool (per head)	\$0.75
• learners pool (per head)	\$0.75
Meeting room hire (per hour)	\$20.00

OUTDOOR POOLS (EASTBOURNE, MCKENZIE, WAINUIOMATA)

Adult	\$2.50
Child	\$1.50
Over 60s	\$1.50
Spectators (non-supervising adult)	\$1.00
Family pass (2 adults/4 children)	\$6.00

CONCESSION TICKETS

Adult 10 swim concession	\$21.25
Adult 30 swim concession	\$52.50
Child and over 60s 10 swim concession	\$12.75
Child and over 60s 30 swim concession	\$31.50

POOL HIRE

Wainuiomata pool (three-hour limit – whole complex)	
Saturday, Sunday evenings 6 – 9 pm	\$220.00
Swimming club hire (per hour)	\$30.00
School groups (per head)	\$0.50
Wainuiomata lounge hire	
• meetings	\$40.00
• socials	\$80.00

WASTEWATER

SEWERAGE CONNECTION

Sewerage connection fee	\$25.00
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TRADE WASTE CONSENT FEES

	Consent fees	Consent + \$200 if conditional consent required
Class 1: high risk	\$1,200.00	\$1,400.00
Class 2: moderate risk	\$600.00	\$800.00
Class 3: low risk	\$300.00	\$500.00

Note: May also include major fast food businesses

Class 4: minimal risk	\$120.00	N/A
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Note: May include laundries, dry cleaners, restaurants, small wash pads, supermarkets with delicatessens and/or butchery and/or bakery, caterers, canteens

Class 5: minimal risk with low flow	\$50.00	N/A
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Note: May include takeaway food premises, cafes and small restaurants

TRADE WASTES EXCESS FLOW CHARGE

Set to recover the cost of collection, treatment and disposal of trade wastes from industries whose discharge exceeds the discharge entitlement through the rates payable on the property.

Excess flow charge (per litre/sec/year)	\$1,008.00
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WATER

Water connection fee	\$40.00
Fee for use of water by builders on unmetered industrial and commercial sites	\$70.00

CHARGE FOR ORDINARY SUPPLY CLASS 2 WATER

Minimum charge	UAC
Domestic water meter rental	\$40.00

Normal users per cubic metre:

• up to 100,000 cubic metres	\$1.12
• in excess of 100,000 cubic metres	\$0.83

Water supplied by hydrant:

• per cubic metre	\$1.12
• minimum charge	\$16.00

Back flow prevention – annual inspection charge	\$100.00
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APPENDICES

Community Board and Ward Committee Members

EASTBOURNE COMMUNITY BOARD

Mr Geoff Mann (<i>Chairperson</i>)	Phone: 568 5573
Cr Joy Baird	Phone: 568 3225
Mr Kevin Dorgan	Phone: 568 9967
Cr Ross Jamieson	Phone: 562 7231
Mr David Pumphrey (<i>Deputy</i>)	Phone: 568 2682
Ms Diana Staniland	Phone: 562 7765
Mr James Winton	Phone: 562 8350

PETONE COMMUNITY BOARD

Mrs Sandra Wilson (<i>Chairperson</i>)	Phone: 589 1509
Cr Joy Baird	Phone: 568 3225
Ms Barbara Branch	Phone: 565 3552
Mr Gerald Davidson	Phone: 938 3723
Miss Vera Ellen (<i>Deputy</i>)	Phone: 938 1946
Mrs Lynn Hawkins	Phone: 569 9096
Cr Ross Jamieson	Phone: 562 7231
Mr Warwick Johnston	Phone: 568 5936

WAINUIOMATA COMMUNITY BOARD

Mr Reg Moore (<i>Chairperson</i>)	Phone: 971 6872
Mrs Viv Auty	Phone: 564 6840
Cr Cathie Eady	Phone: 564 7752
Mrs Tracey Pollard (<i>Deputy</i>)	Phone: 564 3021
Ms Julie Sylvester	Phone: 564 3968
Cr Ray Wallace	Phone: 970 5337

CENTRAL WARD COMMITTEE

Mr Mike Rumble (<i>Chairperson</i>)	Phone: 569 3591
Cr John Austad	Phone: 569 3804
Cr Glenda Barratt	Phone: 567 8816
Ms Nancy McBeth	Phone: 938 4161
Mrs Joan Monrad	Phone: 938 8107
Mr Brian Moylan (<i>Deputy</i>)	Phone: 569 2499
Mr Evan Ng	Phone: 021 212 3299

EASTERN WARD COMMITTEE

Mrs Jan Paterson (<i>Chairperson</i>)	Phone: 938 1238
Cr Scott Dalziell	Phone: 567 1022
Miss Leila Lamb	Phone: 938 5084
Mr Sa'u Lea'ula Samuelu	Phone: 560 5405
Cr Roger Styles	Phone: 934 3270
Mr Harry Whishaw (<i>Deputy</i>)	Phone: 973 4991

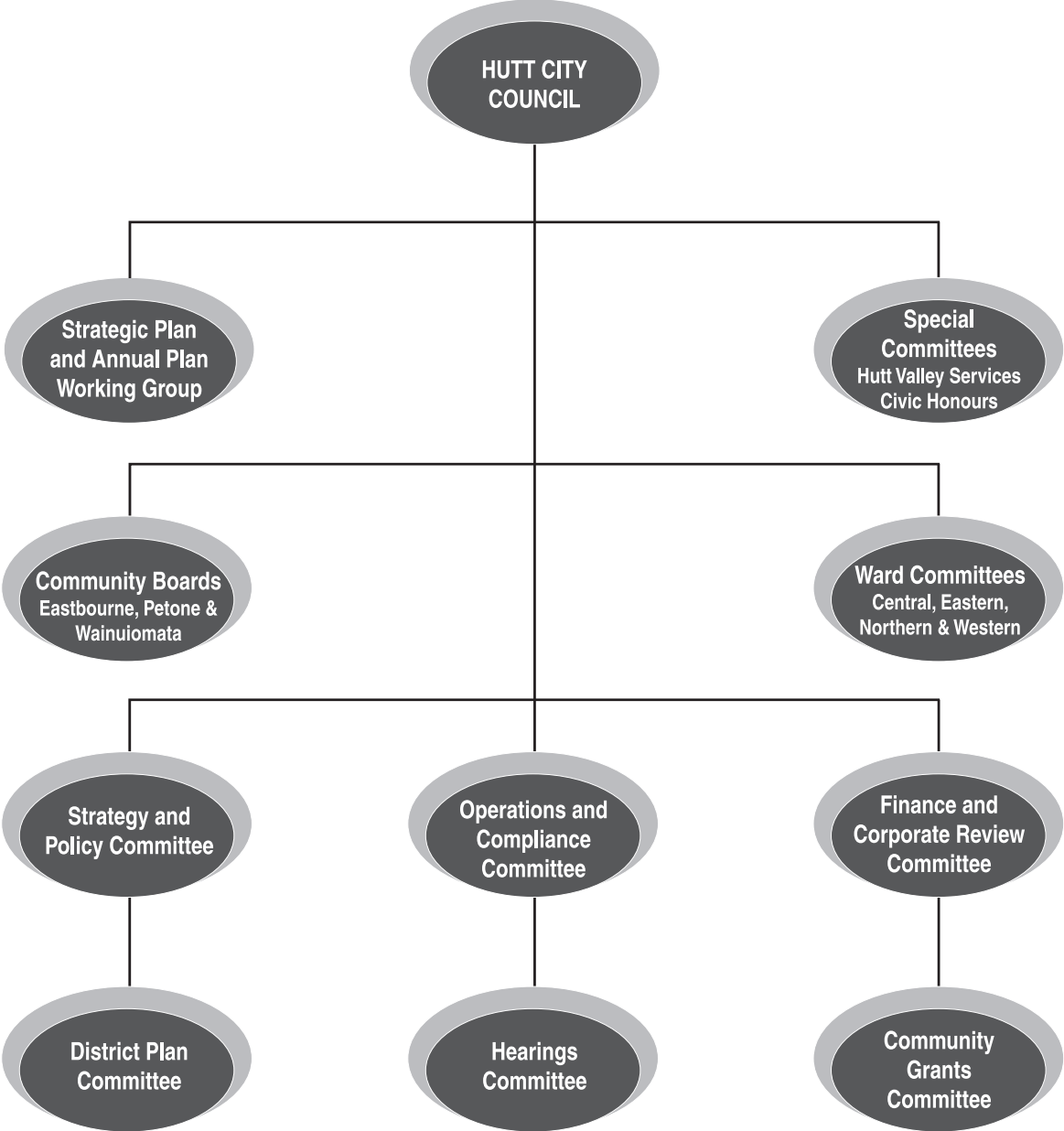
NORTHERN WARD COMMITTEE

Mr Tata Parata (<i>Chairperson</i>)	Phone: 563 7593
Mr Fred Allen	Phone: 934 0559
Cr Pat Brosnan	Phone: 563 8392
Miss Julie Englebretsen (<i>Deputy</i>)	Phone: 563 5179
Cr Angus Finlayson	Phone: 566 5046
Mr Ray Stott	Phone: 569 9527

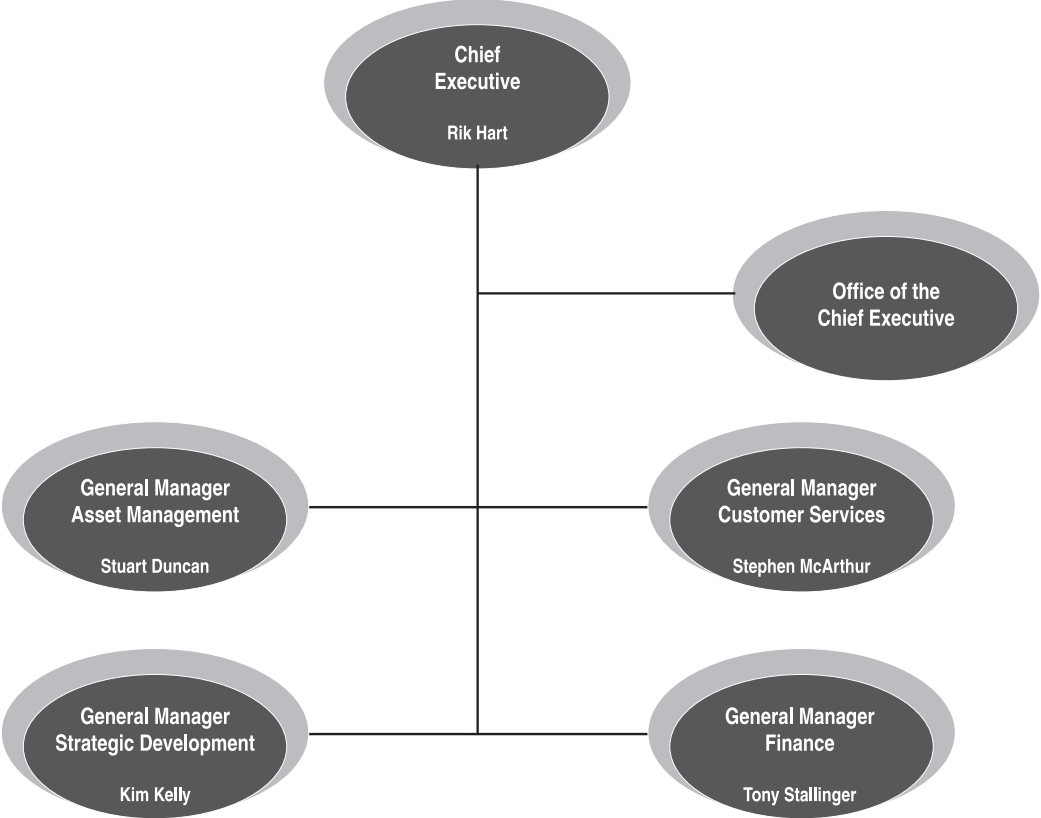
WESTERN WARD COMMITTEE

Mrs Jill Berridge (<i>Chairperson</i>)	Phone: 566 8781
Cr Margaret Cousins	Phone: 586 2135
Mr Arthur Drake	Phone: 565 1749
Miss Rosemary McLennan (<i>Deputy</i>)	Phone: 586 4180
Mrs Sherril McNabb	Phone: 586 0513
Cr David Ogden	Phone: 569 2058
Mr Howard Phillips	Phone: 586 4546

Political Structure



Management Structure



Glossary

These definitions are intended to define terms used in this Annual Plan in plain English. For legal definitions see the Local Government Act 1974.

Asset

Something of value that the 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.

Annual Plan

A plan that describes what activities the Council will do, the reasons for doing them, the performance measures used and how much revenue and expenditure it needs to undertake each activity.

Appropriation/Appropriated

Money that has been set aside from, or brought into, an operating or revenue account.

Capital Expenditure

Expenditure that will increase the value of the 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 the Council and can represent community concerns to the Council (see also Ward Committees). Hutt City Council has three Community Boards: Eastbourne, Petone and Wainuiomata.

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

This Annual Plan covers the period from 1 July 2001 to 30 June 2002.

Funding Policy

The Funding Policy is about who should pay for the Council's activities. The Funding Policy outlines who will benefit from each activity and who should pay for it, taking account of fairness and what is practical.

Land Value

Value of land, excluding any improvements.

Local Authority Trading Enterprise ("LATE")

A commercial company owned by the Council.

Local Government Act 1974

The law that defines the powers and responsibilities of territorial local authorities like Hutt City.

Long Term Financial Strategy ("LTFS")

This is a ten-year plan for the Council's revenue and expenditure, cash flows, and borrowing program.

Maintenance Costs

Expenditure in relation to repairs and maintenance of the Council's assets.

Mana Whenua

People with the mana of the land.

Operating Expenditure

Expenditure for the normal services of the Council.

Operating Projects

Expenditure on significant projects that do not result in the creation of the Council's assets.

Performance Measure

A measure that shows how well the Council is doing in achieving the goals it has set for itself.

Rates

Funds collected by the Council from levies on property. These are based on the capital value of the property but the term is often used to include Uniform Annual Charges.

Runanganui Taura Here O Rimutaka

The Hutt Valley branch of Runanganui Taura Here ki te Whanganui a Tara which represents 23 tribal groups in the greater Wellington region.

Runanganui O Taranaki Whanui kite 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.

Significant Activities

All the things that the Council does. This plan lists 20 separate significant activities along with the management of investments and managing the organisation.

Supplier Costs

Expenditure for the purchase of general goods and services.

Support Costs

The internal allocation of expenditure incorporated in significant activity 22, "Council Management Services".

Taonga

A highly prized resource.

Te Atiawa

Local Tangata Whenua with inherited land ownership with kinship to northern Taranaki Te Atiawa.

Uniform Annual Charge ("UAC")

Income to the Council for specific services by a levy of an equal amount on each rateable property that uses these services (this charge does not vary with value of the property).

Uniform Annual General Charge ("UAGC")

Income to the Council for general use by a levy of an equal amount on each rateable property (this charge does not vary with value of the property).

User Charges

Income to the Council by fees paid by those who use specific services provided by the Council.

Ward Committees

Local committees set up by the Council. Ward Committees are consulted by the Council and can represent community concerns to the Council (see also Community Boards). Hutt City Council has four Ward Committees: Central, Eastern, Northern, and Western.

Wellington Tenth's Trust Te Atiawa

Local Tangata Whenua with inherited land ownership to Wellington and Hutt Valley and kinship to Northern Taranaki Te Atiawa.

Statistical Information

HUTT CITY – A SUMMARY PROFILE

		Percentage change from 1991
Land area (hectares)	37,998	
Wards 1996 Population		
Northern	14,727	-0.7
Eastern	16,473	1.3
Western	11,637	2.7
Central	18,204	4.0
Wainuiomata	17,724	-3.7
Harbour	17,103	3.4
TOTAL POPULATION 1996	95,874	1.0
Wards 1996 Households		
Northern	4,983	1.4
Eastern	5,955	1.8
Western	4,011	4.9
Central	6,801	4.6
Wainuiomata	5,640	1.5
Harbour	6,666	5.1
TOTAL HOUSEHOLDS 1996	34,053	3.2
TOTAL COUNCIL ASSETS (June 1999)	\$697,805,000	
Area of parks and reserves	2,000 hectares	
Number of swimming pools	6	
Number of libraries	8	
Length of roads	475 km	
Length of footpaths	588 km	
Number of streetlights	10,650	
Length of wastewater pipes	655 km	
Length of stormwater pipes	478 km	
Length of water pipes	655 km	
Rating system	Capital	
Rateable properties	38,325	
Capital value of the City	\$6,821,251,000	