

## Notice of Meeting:

I hereby give notice that an ordinary meeting of the Annual Plan Council will be held on:

**Date:** **Tuesday 29 January 2019**  
**Time:** **10.00 am or at the conclusion of the previous meeting whichever is later.**  
**Venue:** **Edinburgh Room, Municipal Chambers,  
The Octagon, Dunedin**

Sue Bidrose  
Chief Executive Officer

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## Council Annual Plan PUBLIC AGENDA

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### MEMBERSHIP

<b>Chairperson</b>	Mayor Dave Cull	
<b>Deputy Chairperson</b>	Cr Chris Staynes	
<b>Members</b>	Cr David Benson-Pope	Cr Rachel Elder
	Cr Christine Garey	Cr Doug Hall
	Cr Aaron Hawkins	Cr Marie Laufiso
	Cr Mike Lord	Cr Damian Newell
	Cr Jim O'Malley	Cr Conrad Stedman
	Cr Lee Vandervis	Cr Andrew Whiley
	Cr Kate Wilson	

**Senior Officer** Sue Bidrose, Chief Executive Officer

**Governance Support Officer** Lynne Adamson

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Lynne Adamson  
Governance Support Officer

Telephone: 03 477 4000  
Lynne.Adamson@dcc.govt.nz  
[www.dunedin.govt.nz](http://www.dunedin.govt.nz)

**Note:** Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.



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**1 PUBLIC FORUM**

At the close of the agenda no requests for public forum had been received.

**2 APOLOGIES**

An apology has been received from Cr Andrew Whiley.

That the Committee:

**Accepts** the apology from Cr Andrew Whiley.

**3 CONFIRMATION OF AGENDA**

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

## DECLARATION OF INTEREST

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### EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as a staff member and any private or other external interest they might have.
2. Staff members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** if necessary the Executive Leadership Team's Interest Register attached as Attachment A.

### Attachments

	Title	Page
<a href="#">↓</a> A	Executive Leadership Team Declaration of Interest	7



Executive Leadership Team - Register of Interest - current as at 16 January 2019					
Name	Date of Entry	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Sue Bidrose	20/10/2016	Director	Wise Trust Management Services	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Vice President	Society of Local Government Managers	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Permanent External Advisory Committee (PEAC) for CAPABLE NZ	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	University of Otago Department of Marketing Industry Advisory Board	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Owner	Residential property Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	11/12/2017	Member	Kev Jarvis Builders - work done on private residence	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	18/07/2018	Regional Vice President	Student Code of Conduct Committee, University of Otago Southern Hemisphere Regional Vice President, International City Management Association (ICMA)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Sandy Graham		Owner	Residential property Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Owner	Residential property Patearoa	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	SOLGM Democracy and Governance Support Working Party	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	6/03/2018	Member	Otago Chamber of Commerce Board	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	19/09/2018	Trustee	Trustee of the Taieri Airport Facilities Trust	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Simon Pickford	16/08/2017	Owner	Residential property, Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	SOLGM Regulatory Reference Group	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Marian Rillstone		Owner	Residential property, Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	South Dunedin Catholic Pastoral Area	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Otago Rowing Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	9/07/2018	Member	Society of Local Government Managers	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Dave Tombs		Tenant	12 month rental property with Harcourts	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Society of Local Government Managers	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	26/10/2018	Director	Golden Block Investments Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
John Christie		Client	Personal accountant - PricewaterhouseCoopers	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Executive Leadership Team - Register of Interest - current as at 16 January 2019					
Name	Date of Entry	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
		Trustee	Knox College and Salmond College	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	LGNZ Policy Advisory Group	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Economic Development Agencies New Zealand	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Wife is a member	Taieri Community Facilities Playground Trust	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Auckland International Airport Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Saddlehill Investment Trust Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Fisher & Paykel Healthcare Corp Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Mercury Energy	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	GeoOp Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Orion Health Group Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Foley Family Wines	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Pacific Edge Biotech	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	ResMed Inc	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Santos Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Genesis Research & Development Corp Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Owner	Residential Properties Mosgiel	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	15/09/2017	Trustee	Diversity Works NZ	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	9/07/2018	Member	Society of Local Government Managers	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Simon Drew		Owner	Residential property Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Chartered Member	Engineering New Zealand	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Judge	ACENZ (Association of Consulting Engineers NZ) Innovate Awards Judge	ACENZ have own conflict of interest policies.	Would not be allowed to judge a DCC project.
	9/11/2018	Owner	Owner of Beca Ltd Shares	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.



## DECLARATION OF INTEREST

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### EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

### RECOMMENDATIONS

That the Committee:

- a) **Notes/Amends** if necessary the Elected Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected Members' Interests.

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓ A</a>	Councillor Register of Interest	11



Council - Register of Interest - current as at 21 January 2019				
Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Dave Cull	Trustee	Weller Trust - Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Cosy Homes Charitable Trust	Potential grants applicant which would result in pecuniary interest. Duty to Trust may conflict with duties of Council Office	Do not participate in consideration of grants applications. If the meeting is in confidential, to leave the room.
	Director/Shareholder	McMillan Nominees Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-President	UCLG (United Cities and Local Governments) - Asia Pacific Region	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Vice President	CLGF (Commonwealth Local Government Forum)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Popaway Ltd - Property Ownership - Auckland and Tarras	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	President	Local Government New Zealand (LGNZ)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Sector Steering Group (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
David Benson-Pope	Trustee	Otago Theatre Trust (Council Appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Ownership in Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee and Beneficiary	Blind Investment Trusts	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Commissioner	District Licensing Committee	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Ao Tūroa Partnership (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Teritary Precinct Planning Group (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Yellow-eyed Penguin Trust	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Rachel Elder	Chairperson	Dunedin Heritage Fund Committee (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Rental Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Greater South Dunedin Action Group	Decisions may be considered on the future of South Dunedin.	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Committee Member	Dunedin Toastmasters Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Host Parent	Otago Girls High School	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Connect South (Dunedin Council of Social Services) (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Manufacturing Holdings	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Youth Partnership Advisory Group (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Christine Garey	Owner	Residential Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Garey Family Trust - Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Submitter	2GP	Interest as submitter may conflict with Council responsibilities.	Withdraw from discussion and leave the table. If in confidential leave the room.
	Shareholder	G.T. Gillies Group Limited	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Edinburgh Sister City Society (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Theomin Gallery Management Committee (Council Appointment)	Potential grants applicant which would result in pecuniary interest. Duty to Trust may conflict with duties of Council Office	Do not participate in consideration of grants applications. If the meeting is in confidential, to leave the room.
Doug Hall	Director/Owner	Hall Brothers Transport Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Dunedin Crane Hire	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Wood Recyclers Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Dunedin Concrete Crushing Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Anzide Properties Ltd - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	The Woodshed 2014 Limited	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Owner	Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Farmlands	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Ravensdown Fertiliser	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	PGG Wrightson	Currently no likely conflict	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Silver Fern Farms	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Valley View Development Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Shareholder	Geekfix Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Hall Family Trust, Invercargill	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Milburn Processing Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Chinese Garden Advisory Board (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Donor of the use of a building free of charge to the group	Fire Brigade Restoration Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Financial Donor	Dunedin North Community Patrol	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Donor of the use of a building free of charge to the group	North Dunedin Blokes Shed	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Loan of a four wheel drive truck free of charge to the group for cartage of gravel	Mountainbiking Otago	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Cragieburn Reserve Committee (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Aaron Hawkins	Chairperson	Dunedin Fringe Festival	Trust is recipient of DCC grants and a tenant of City Property Management Plan	Withdraw for all Dunedin Fringe Festival Trust and DCC discussions involving this relationship.
	Trustee	West Harbour Beautification Trust	Potential conflict WHBT work with Parks and Reserves to co-ordinate volunteer activities	Withdrawal from all West Harbour Beautification Trust/ DCC discussions involving this relationship.
	Owner	Residential Property Owner - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Creative Dunedin Partnership (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Acquisitions Committee (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Dunedin Refugee Steering Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Thank You Payroll	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	West Harbour Community Board	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	District Licensing Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Museum Trust Board (Council Appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Contractor	Freelance copywriting and performance contracts	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	ICLEI Oceania Regional Executive	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.



Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Marie Laufiso	Trustee	Ivala-Laufiso Family Trust - Property ownership, Dunedin	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Community Building Trust - Trust Owner of Property 11 Moray Place	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Mental Health Trust	Potential grants applicant which would result in pecuniary interest. Duty to Trust may conflict with duties of Council Office	Do not participate in consideration of grants applications. If the meeting is in confidential, to leave the room.
	Trustee	Brockville Community Support Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Trustee	Corso Otepoti Dunedin	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Advisor to external supplier for CCH worker	Corstorphine Community Hub Trust (yet to be incorporated)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Manufacturing Holdings	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Age Concern (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Abrahamic Interfaith Group	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Fair Trading Committee	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	National Secretary	Pacifica Incorporated	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Secretary	Arai Te Uru Marae Council	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Settlers Association	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Mike Lord	Trustee	ML and PJ Lord Family Trust - Owner of Residential Properties - Dunedin and Wanaka	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Otago Rural Support Trust	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Federated Farmers Charitable Trust	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Hereweka Harbour Cones Trust	Potential grants recipient. Duties to Trust may conflict with duties of Council Office.	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Dunedin Public Art Gallery Committee	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Fonterra	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Silver Fern Farms	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Federated Farmers		Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Mosgiel Rotary Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Mosgiel RSA	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Party	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Strath Taieri Community Board	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Taieri Community Board	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	District Licensing Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Galley Acquisitions (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Damian Newell	Employee	Mediaworks - Dunedin	Duty to Employer may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Coach of Junior Team	Green Island Rugby Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Employee/MC	Highlanders Rugby	No conflict identified.	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Owner	Residential Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Gasworks Museum Trust (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Whale and Wasp Limited	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Regent Theatre	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Masters Games Trust Board (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Jim O'Malley	Owner	Biocentrix Ltd	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago University Association Football Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Okia Reserve Management Committee	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Ocho Newco Limited	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Road Safety Action Plan (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Ayrmed Limited	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Waikouaiti Coast Community Board	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Regional Transport Committee (Alternate Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Manufacturing Holdings	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Conrad Stedman	Owner	Residential Property Ownership in Dunedin and Cromwell	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential rental properties in Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Sales Manager	L J Hooker	Possible Conflict with sale of Council property/land if the Employer is acting on behalf of Council.	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Saddle Hill Community Board	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Booman Investments Limited	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	No Regrets Rocking Chair Ltd T/A Dentistry on Musselburgh	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Chris Staynes	Chairman	Cargill Enterprises	Contractor and service provider to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.
	Director	Wine Freedom	Supplier to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.
	Patron	Otago Model Engineering Society	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Balmacewen Lions Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Otago Southland Manufacturers Association Trust	Possible co-funder of ED project. Duties to the Trust may conflict with duties of Council	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Deputy Chair	Cancer Society of Otago/Southland	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	President	Patearoa Golf Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	CJ and CA Staynes Family Trust - Property Owner - Dunedin and Patearoa	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	George Street Wines Limited	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Museum Trust Board (Council Appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin Shanghai Association (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Theomin Gallery Trust (Council Appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Chairman	Grow Dunedin Partnership (Council Appointment)	Duties may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.



Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Director/Shareholder	Saddle Hill Investment Trust Limited	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Association of Amateur Radio and Transmitters	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Committee Member	Dunedin Shanghai Association (Council Appointment)	Duties may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
Lee Vandervis	Director	Lee Vandervis, Antonie Alm-Lequeux and Cook Allan Gibson Trustee Company Ltd - Residential Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Bunchy Properties Ltd - Residential Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Vandervision Audio and Lighting - Hire, Sales and Service Business	May contract and provide service to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	District Licensing Committee	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Council Appointee	Dunedin Symphony Orchestra	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Heritage Fund Committee (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Roading and Infrastructure Collaboration in the South of the South Island (Alternate Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Andrew Whiley	Owner/Operator	Whiley Golf Inc and New Zealand Golf Travel Ltd	No conflict identified.	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Director/Shareholder 22 May 2017	Estate of Grace Limited	No conflict identified.	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Trustee	Japek (Family Trust) - Property Ownership - Dunedin	Duties to Trust may conflict with duties of Council Office.	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Otago Golf Club	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin South Rotary Club	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	New Zealand Professional Golfers Assn	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Party	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Peninsula Community Board	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairman	Volunteering Otago	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Otaru Sister City Society (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Puketai Residential Centre Liaison Committee (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Kate Wilson	Chair	Otago Central Rail Trail Charitable Trust	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Shareholder	Strathburn Limited Farm Leasee	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Lay Canon	St Pauls Cathedral Greater Chapter	No conflict identified.	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Secretary	Middlemarch Swimming Club	Funder for pool	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Board Member	Otago Museum Trust Board (Council Appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Chair	Strath Taieri Agriculture and Rural Tourism Trust	Umbrella Charitable Trust - some parts may get grants	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Board Member	Otago Museum Trust Board (Council Appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Craigieburn Reserve Committee (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Regional Transport Committee (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Roading and Infrastructure Collaboration in the South of the South Island (Council Appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Committee Member	Strath Taieri Community Centre	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Predator Free Dunedin	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Mahinerangi Catchment Environment	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Hockey Association	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

## **PART A REPORTS**

### **COMMUNITY BOARD PRESENTATIONS**

Department: Civic

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#### **EXECUTIVE SUMMARY**

- 1 Community Board representatives will present to Council on Wednesday 30 January 2019, with the first presentation beginning at 9.00 am.
- 2 The Boards have been allocated the following times which will allow five minutes for their presentation and five minutes for questions.

9.00 am Saddle Hill Community Board

9.10 am Otago Peninsula Community Board

9.20 am Waikouaiti Coast Community Board

10.00 am Mosgiel Taieri Community Board (or following the report currently being discussed)

#### **Signatories**

Author:	Lynne Adamson - Governance Support Officer
Authoriser:	Sharon Bodeker - Team Leader Civic

#### **Attachments**

There are no attachments for this report.

## AN OVERVIEW OF THE DRAFT BUDGETS FOR 2019/20

Department: Finance

### EXECUTIVE SUMMARY

- 1 The purpose of this report is to provide an overview of the draft budgets for the Annual Plan 2019/20, effectively 'year 2' of the 10 year plan 2018-28 and outlines the proposed community engagement on the draft Annual Plan.
- 2 The draft budgets for 2019/20 include an overall rate increase of 5%. This is in line with the limit set in the Financial Strategy.
- 3 Maintenance costs have increased, reflecting increased costs arising from contracts, the need to address maintenance of some facilities and additional testing, inspections and treatment in Three Waters.
- 4 Consumable and general costs have increased providing for the establishment of a Project Management Office, funding for Waste Futures and additional ICT costs.
- 5 Personnel costs have increased reflecting a number of factors including an allowance for in-sourcing of services and replacing consultants/contractors with staff. The increase provides additional support for the delivery of operational and capital projects, boosts risk and compliance roles across the organisation, and corrects the Aquatic Services budget. A number of these increases are fully cost recoverable or offset by savings in other areas of the budget.

### RECOMMENDATIONS

That the Council:

- a) **Adopts** the draft 2019/20 operating budget for the DCC Overall as shown/amended at Attachment A for the purposes of developing the Annual Plan 2019/20 and engaging with the community.
- b) **Considers** the proposed approach to engaging with the community on the draft budgets for 2019/20.

### BACKGROUND

- 6 As part of developing the 10 year plan, the Council set out the important issues and choices facing the Council and the Council's preferred options. Over 5,500 items of feedback were received during the formal consultation period.
- 7 The Council adopted an ambitious 10 year plan, including investments in a new bridge to connect the city with the waterfront and upgrades of the central city and tertiary areas. At the same time the Council's budgets provided for the increased costs of the day to day activities to keep the city safe and well maintained, and funded major projects to alleviate the increasing risks of flooding and improve the transport network.

- 8 The proposed expenditure, debt and rates increase is in line with the limits set out in the Council's Financial Strategy.

## DISCUSSION

### Draft operating budget

- 9 The draft operating budget for 2019/20 provides for the day-to-day running of all the activities and services the Council provides such as cleaning the streets and mud tanks, mowing the lawns, checking buildings are safe, providing clean drinking water and the libraries and museums around the city. The draft budget includes operating expenditure of \$311.815 million in the next financial year. The draft operating budget for the Council overall is provided at Attachment A.
- 10 Each of the Council's group of activities has developed a draft operating budget. The amount each group will receive from rates or other funding sources and the expected costs of delivery are explained in the Group operating budget reports.
- 11 There are no changes to levels of services proposed in the draft budget.

#### **Revenue**

- 12 Overall rates revenue has increased by \$7.442 million, which is 5% higher than 2018/19. This rates increase is in line with the limit of 5% within the Financial Strategy.
- 13 The draft budget shows an increase in external operating revenue of \$21.098 million. This includes income from New Zealand Transport Agency (NZTA), as well as fees and charges.
- 14 Fees and charges have been increased by 3% in most cases. There are exceptions to this, for example where the fee is set by legislation. There has been no increase in fees for Aquatic Services. The draft budget includes a proposed increase for on-street parking meters. Details of the proposed fees and charges are included and explained in the Group budget reports.
- 15 Increased development activity across Dunedin has supported an increase in external revenue in Building Services and Resource Consents, as well as recovering expenditure relating to staff advice on plans from developers in Transport and 3 Waters.
- 16 The draft budget includes an increase in external capital revenue of \$14.289 million. This relates to the capital expenditure programme for Transport projects. The level of NZTA funding is expected to reduce in subsequent financial years as transport projects such as the Peninsula Connection and LED streetlights are completed.

#### **Expenditure**

- 17 The draft budget shows an increase in personnel costs of \$4.959 million, 8%. This increase incorporates a general increase across all staff salaries, a reduction in the vacancy allowance budget, an allowance for incremental steps and an increase in full time equivalent staff (FTE). Where appropriate, the costs for staff in infrastructure teams delivering capital projects have been 'capitalised'.
- 18 The increased staffing allows for in-sourcing of services, provides for the delivery of operational and capital projects, boosts risk and compliance roles across the organisation, corrects an earlier error in the Aquatic Services budget, and replaces consultants and operating budgets with staff. Some of the roles are fixed term and some are fully cost recoverable or offset by savings in other areas of the budget. The key changes in staffing include:

- a) **In-sourcing services** – Additional FTE have been included in Building Services to allow for in-sourcing of building consents work, to manage the increase in volume of building consents, building inspections and code of compliance certificates. This responds to earlier discussions that DCC should become a net 'receiver' of building consent processing from other councils rather than outsourcing this work. The increased FTE also supports a cadet programme to address the current and future resourcing demand. The additional costs are fully recovered by external revenue. (9 FTE)
  - b) **Cost recovery** – Biennial staffing for the Masters Games of 3 FTE and for the General Manager DCHL are fully recoverable from external sources. (4 FTE)
  - c) **Operational saving** – Additional staff in Community Development and Enterprise Dunedin are offset by savings in operational budgets. (2 FTE)
  - d) **Replacing consultants** – Additional staff in Property replace contractors with permanent staff. The Property Services Group now consists entirely of permanent DCC staff. (3.5 FTE)
  - e) **Project management** – Internal secondments provide dedicated staffing to progress the South Dunedin Hub and South Dunedin futures projects. (2 FTE)
  - f) **Project delivery** – Additional staff in Transport and BIS support the Council to deliver capital and operational projects such as LED streetlights and a document management system. (5 FTE)
  - g) **Risk and compliance** – Additional resourcing has been included to address health and safety risks in the Botanic Garden. Resourcing has been increased in procurement, risk and compliance due to the increase in volume of the capital programme and day to day services. (4.6 FTE)
  - h) **Service delivery** – additional staffing has been included to ensure the ongoing delivery of day to day services and operational support. This includes a number of part time increases in positions in areas such as Parks and Recreation. (3 FTE)
  - i) **Budget correction** – The Aquatic Services budget has been adjusted to reflect actual staffing levels at the facilities, incorrectly budgeted in previous years. In addition to salaried staff, the budget has been developed using a daily roster for each pool and each function within Moana Pool. (8 FTE)
- 19 Operations and maintenance costs have increased by \$4.524 million, 7%. The main increases are due to:
- a) Increased costs for maintenance contracts in transport and parks and reserves including monitoring the delivery of contracts;
  - b) Increased maintenance of Council buildings and Housing, part of the focus on catching up on deferred maintenance;
  - c) Improved water quality and wastewater process testing, increased CCTV inspection for wastewater and stormwater networks and increased water treatment costs.
  - d) Software previously owned by Council now being delivered as a hosted service.
  - e) Increased community road safety project funding.
- 20 Occupancy and property-related costs such as rates, insurance and energy have increased by \$262k, 1%.



- 21 Consumable and general costs have increased by \$7.210 million, 37%. The main increases are due to:
- a) Funding for a project management office (PMO). The PMO will provide an efficient and consistent approach to plan, manage and deliver significant capital projects. It will also provide certainty to the construction market on the programme of capital projects so they can be resourced effectively. This funding is an interim measure while internal capacity and capability to deliver this in-house is developed.
  - b) Project management, review, design and engagement on Waste Futures to consider future options for kerbside collection, landfill and resource recovery facilities, as well as the waste management and minimisation plan.
  - c) Planning work related to the central city, tertiary, bridge and cycling projects.
  - d) Additional ICT costs for cyber security and software licensing such as document management.
  - e) An allowance for Ocean Beach consultancy and other 3 waters compliance costs.
  - f) Planning and policy consultants to support the delivery of the wider Parks and Recreation plan.
  - g) Scoping, design, audits and travel demand work for safety and community road safety projects, as well as additional funding for maintenance audits.
  - h) Civic costs associated with running the local body election as well as elected member costs.
- 22 Depreciation has increased by \$5.598 million, 9% reflecting the impact of the latest revaluations as well as the capital expenditure programme.

### Draft capital budget

- 23 The 10 year plan 2018-28 capital budget provides for replacing existing assets and infrastructure, meeting additional demand (including growth) and improving some levels of service. The total capital programme included in the draft budget is \$111 million for the 2019/20 year. This is an increase from the \$89.160 million in the 2019/20 year of the 10 year plan. The draft capital budget for 2019/20 for Roading and Footpaths, for example, has been increased from \$46.487 million to \$58.871 million. This new budget incorporates updates to the LED streetlight project and timing changes to more accurately reflect the capacity to deliver some projects. The draft budget for Three Waters reflects a timing change to Stormwater capital by accelerating \$3.500 million of funding to address watercourse issues in 2019/20.
- 24 Given the increased level of delivery of the capital programme, a full review of the draft capital budget and timing for projects will be undertaken in time for Council consideration during the Annual Plan deliberations in May. Forecast indicates that ~~we~~ Council is likely to spend \$85.000 million this year on capital works, which is a significant increase on past years and evidence that the DCC is catching up on maintenance and renewals.

### Comparison with 10 year plan

- 25 The 2019/20 budget is the second year of the 10 year plan. Due to the nature of forecasts, a number of assumptions have changed since the 10 year plan was developed and there are some differences.

- a) External revenue is higher than forecast mainly due to the additional revenue from NZTA and increased parking fees.
- b) Operational costs are higher than forecast. The reasons for this are explained in the sections above.
- c) Interest costs are lower than forecast primarily due to a reduced interest rate assumption. This saving has been partially offset by term loans being drawn down earlier as a result of the changes in the timing of the capital programme. Debt levels remain within the limits set in the financial strategy.
- d) Depreciation is higher than forecast due to the increase in valuation for infrastructure assets.
- e) The draft capital budget includes the updates agreed by the Council in October 2018 and timing changes in Transport and Three Waters to more accurately reflect the capacity to deliver some projects.

### **Community engagement**

- 26 The proposed updates made to the draft budgets for the 2019/20 year are not viewed as significant or material in terms of the significance and engagement policy, as they are in line with 'year 2' of the 10 year plan 2018-28 and are within the limits of our Financial Strategy.
- 27 Local authorities are not required to consult on Annual Plans if the plan "does not include significant or material differences from the content of the long term plan for the financial year to which the proposed annual plan relates".
- 28 While we are not required to run a Special Consultative Procedure, it is proposed to carry out a community engagement process in March and April 2019 to inform the community on the content of the draft budgets and to provide opportunities for feedback.
- 29 The focus of the community engagement will be on:
  - Describing any differences in draft budgets for 2019/20, including reasons for the differences and why they are not considered significant or material;
  - Reminding the community about the activities and projects that were included in the 10 year plan 2018-2028 and continue to be included in the draft budget; and
  - Foreshadowing the likelihood that a fuller consultation process will be undertaken for the Annual Plan 2020/21 when waste futures, short term visitor accommodation rating and social housing will need to be considered.
- 30 Opportunities for community feedback on the draft budgets will be confirmed in a subsequent report. The proposed community engagement activities will include:
  - Information sent to every Dunedin household;
  - Councillor face-to-face sessions open to all of the community;
  - Social media through Facebook and Twitter;
  - Networking with communities through Community Boards and other stakeholder groups; and
  - Web information and feedback process (as well as hard copy).



- 31 Annual Plan hearings have been tentatively scheduled for the week beginning 6 May 2019, should Council wish to conduct hearings.
- 32 All of the community feedback and an analysis of the feedback will be provided to the Council for its consideration at the Annual Plan deliberations in late May 2019.

**NEXT STEPS**

- 33 If Council agree to the proposed approach for community engagement, staff will develop the consultation document, plan the various community engagement events and report back to Council prior to the consultation beginning. Hearings have been scheduled for early May 2019 with deliberations scheduled for the end of May 2019.
- 34 The timing of the capital programme for 2019/20 will be reviewed to take into account the increased delivery of projects. The re-phased programme will be presented for consideration during the deliberations.

**Signatories**

Author:	Carolyn Allan - Senior Management Accountant
Authoriser:	Sue Bidrose - Chief Executive Officer

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓</a> A	Overall Council Draft Operating Budget	28

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

The development of the Annual Plan 2019/20 enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality public services in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Annual Plan 2019/20 contributes to all of the objectives and priorities of the strategic framework as it describes the Council's activities; the community outcomes; and provides a long term focus for decision making and coordination of the Council's resources, as well as a basis for community accountability.

### ***Māori Impact Statement***

The Annual Plan 2019/20 provides a mechanism for Māori to contribute to local decision-making.

### ***Sustainability***

The Annual Plan 2019/20 contains content regarding the Council's approach to sustainability. Major issues and implications for sustainability are discussed in the Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides an update on the development of the Annual Plan 2019/20.

### ***Financial considerations***

The financial implications of the draft budgets are discussed in this report, as well as the Group budget reports.

### ***Significance***

The draft budgets are considered to be of low significance given that there are currently no material or significant changes from the content of the 10 year plan 2018-2028 for the 2019/20 year.

### ***Engagement – external***

The content of the Annual Plan 2019/20 is of interest to the community and there will be engagement on the draft budgets and content of the draft Annual Plan 2019/20.

### ***Engagement - internal***

Staff and managers from across the Council have been involved in the development of the draft budgets.

## SUMMARY OF CONSIDERATIONS

### ***Risks: Legal / Health and Safety etc.***

Refer to the group budget reports and options reports for specific risks considered in the development of the draft budgets.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets; and Community Boards will be involved in the development of the Annual Plan 2019/20.

Dunedin City Council  
**Income Statement**  
**for the Year Ended 30 June 2020**

Actual		Budget	Draft Budget	Budget Inc (Dec)	Budget Inc (Dec)
2018		2019	2020		
\$000		\$000	\$000	\$000	%
<b>Revenue</b>					
138,306	Rates revenue	148,848	156,290	7,442	5%
80,469	External revenue	78,161	83,333	5,172	7%
15,869	Grants and subsidies operating	10,768	12,246	1,478	14%
16,233	Grants and subsidies capital	17,272	31,561	14,289	83%
9,554	Contributions revenue	3,172	3,331	159	5%
34,167	Internal revenue	34,444	35,370	926	3%
<b>294,598</b>	<b>Total revenue</b>	<b>292,665</b>	<b>322,131</b>	<b>29,466</b>	<b>10%</b>
<b>Expenditure</b>					
57,429	Personnel costs	60,010	64,969	4,959	8%
69,939	Operations and maintenance	64,531	69,055	4,524	7%
22,877	Occupancy costs	24,488	24,750	262	1%
23,236	Consumables and general	19,483	26,693	7,210	37%
8,561	Grants and subsidies	9,173	9,160	(13)	0%
34,172	Internal charges	34,443	35,370	927	3%
65,035	Depreciation	63,388	68,986	5,598	9%
12,086	Interest	12,937	12,832	(105)	-1%
<b>293,335</b>	<b>Total expenditure</b>	<b>288,453</b>	<b>311,815</b>	<b>23,362</b>	<b>8%</b>
<b>1,263</b>	<b>Net surplus/(deficit)</b>	<b>4,212</b>	<b>10,316</b>	<b>6,104</b>	<b>145%</b>

**Item 6**

**Attachment A**

## THREE WATERS - 2019/20 DRAFT BUDGET

Department: 3 Waters

### EXECUTIVE SUMMARY

1. This report provides an overview of the draft 2019/20 budgets for the Three Waters Group, and includes the following (legislatively mandated) groups of activities:
  - Water supply
  - Sewerage and sewage (Wastewater)
  - Stormwater.

### RECOMMENDATIONS

That the Council:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for Three Waters as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Water and Wastewater as shown/amended at Attachment B.

### OPERATING BUDGET

#### Revenue

##### *External revenue*

2. External revenue has increased by \$387k, 6% due to an increase in water charges and developer recoveries. The Council will be recovering expenditure relating to staff advice on resource consent applications from developers.

#### Expenditure

##### *Personnel costs*

3. Personnel costs have decreased by \$218k, -3%. This incorporates a general salary increase and a regrading of some positions. These increases are offset by reductions because some staff costs are now charged directly to capital projects and 2.0 full time equivalent staff have been transferred to Business Information Services.

***Operations and maintenance***

4. Operations and maintenance costs have increased by \$1.168 million, 11%. The main increases are due to improved water quality testing of \$297k, increased CCTV inspection for the stormwater and wastewater networks of \$416k, improved wastewater process testing of \$169k and increased water treatment chemicals of \$285k.

***Occupancy costs***

5. Occupancy costs have increased by \$527k, 5% primarily due to increased energy costs of \$199k and insurance of \$163k.

***Consumables and general costs***

6. Consumables and general costs have increased by \$309k, 26% which includes an allowance for Ocean Beach consultancy, and allowance for managing watercourse complaints and compliance costs.

***Internal charges***

7. Internal charges have increased by \$450k, 11% primarily due to sludge disposal costs at the landfill.

***Depreciation***

8. Depreciation has increased by \$3.492 million, 14% reflecting the 30 June 2018 revaluation of the 3 waters network.

**FEES AND CHARGES**

9. Some fees and charges for activities in the Three Waters Group have increased:
- a. City-wide unit rates for wastewater are calculated on a formula for trade waste charges, using budgeted volume and cost information.
  - b. The tariff for water has been increased by 2.6% to \$1.64 per cubic metre. This is based on cost recovery for water supply.
10. Fees for annual water meter rental charges have not changed as supply fees are based on cost recovery of metered supply and include a component for the cost of meter replacement.
11. A copy of the fees schedule for Water Supply and Waste Water is provided at Attachment B.

**LEVEL OF SERVICE**

12. There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Three Waters Group in the 2019/20 year.

**Signatories**

Author:	Tom Dyer - Group Manager 3 Waters
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Authoriser:	Simon Drew - General Manager Infrastructure Services
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### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Three Waters - Draft 2019/20 Operating Budget	33
<a href="#">B</a>	Three Waters - Draft 2019/20 Fees and Charges Schedule	34

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality local infrastructure in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities the Three Waters Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

The draft budgets provide for ongoing improvements to water quality and water management. There is iwi engagement on a case-by-case basis as projects are developed and implemented.

### ***Sustainability***

Major issues and implications for sustainability are discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for Three Waters for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.



Three Waters  
**Income Statement**  
**for the Year Ended 30 June 2020**

<b>Actual</b>	<b>Budget</b>	<b>Draft Budget</b>	<b>Budget Inc (Dec)</b>	<b>Budget Inc (Dec)</b>
<b>2018</b>	<b>2019</b>	<b>2020</b>		
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>%</b>
<b>Revenue</b>				
52,528 Rates revenue	55,430	57,978	2,548	5%
6,456 External revenue	6,424	6,811	387	6%
40 Grants and subsidies operating	20	20	-	0%
- Grants and subsidies capital	-	-	-	-
5,664 Contributions revenue	322	370	48	15%
1 Internal revenue	-	-	-	-
<b>64,689 Total revenue</b>	<b>62,196</b>	<b>65,179</b>	<b>2,983</b>	<b>5%</b>
<b>Expenditure</b>				
7,401 Personnel costs	8,049	7,831	(218)	-3%
10,324 Operations and maintenance	10,353	11,521	1,168	11%
8,991 Occupancy costs	9,695	10,222	527	5%
1,029 Consumables and general	1,169	1,478	309	26%
- Grants and subsidies	-	-	-	-
4,304 Internal charges	4,125	4,575	450	11%
27,593 Depreciation	25,415	28,907	3,492	14%
6,267 Interest	6,267	5,916	(351)	-6%
<b>65,909 Total expenditure</b>	<b>65,073</b>	<b>70,450</b>	<b>5,377</b>	<b>8%</b>
<b>(1,220) Net surplus/(deficit)</b>	<b>(2,877)</b>	<b>(5,271)</b>	<b>(2,394)</b>	<b>83%</b>

**Item 7**

**Attachment A**

## Three Waters Group Proposed Fees and Charges - 2019/20

Fee type	2018/19	2019/20	% change
<b>Wastewater</b>			
<b>Network Contributions for a Sewer Connection</b>			
Where there has been no prior contribution to the existing network there will be a standard Network Contribution fee for all of the Dunedin City Council areas	\$5,150.00	\$5,150.00	0.00%
<b>City Wide Unit Rates</b>			
Volume per cubic metre	\$0.10	\$0.09	-10.00%
BOD5 per kg	\$0.08	\$0.10	25.00%
NFR/TSS per kg	\$0.21	\$0.21	0.00%
<b>Compliance Monitoring, Re-Inspection and Consent Breaches</b>			
Staff per hour	\$111.40	\$114.00	2.33%
Tanker Waste Charges per tonne	\$22.00	\$22.00	0.00%
Consent Application Fee Category A	\$1,028.00	\$1,049.00	2.04%
Consent Application Fee Category B	\$340.00	\$347.00	2.06%
Annual Fee	\$171.00	\$173.00	1.17%
Laboratory (variable cost)			
<b>Water Supply</b>			
<b>Installation of New Services</b>			
Charges for the installation of new services are determined on a case-by-case basis and are provided as a fixed price quote to applicants. Alternatively, customers can elect to undertake this work themselves at their own risk by engaging a Council Approved Water Supply Connection Installer. That installer will do all work apart from making the connection to the live water main, which will be undertaken by Council staff. A fee for making the connection will be charged.			
<b>Network Contributions</b>			
Where there has been no prior contribution to the existing network there will be a standard Network Contribution fee for all of the Dunedin City Council areas	\$5,000.00	\$5,000.00	0.00%
Disconnection of water supply- AWSCI to excavate	\$221.00	\$229.70	3.94%
Disconnection of Water Supply - DCC contractor to excavate	\$900.00	\$900.00	0.00%
New 20mm diameter domestic water connection (as quoted)			
Commercial or extraordinary water connection (as quoted)			
<b>Annual supply charge (meter rental)</b>			
100mm nominal diameter - Annual supply charge (meter rental)	\$631.00	\$631.00	0.00%
150mm nominal diameter - Annual supply charge (meter rental)	\$907.00	\$907.00	0.00%
20mm nominal diameter - Annual supply charge (meter rental)	\$148.00	\$148.00	0.00%
25mm nominal diameter - Annual supply charge (meter rental)	\$190.00	\$190.00	0.00%
300mm nominal diameter - Annual supply charge (meter rental)	\$1,177.00	\$1,177.00	0.00%
30mm nominal diameter - Annual supply charge (meter rental)	\$211.00	\$211.00	0.00%
40mm nominal diameter - Annual supply charge (meter rental)	\$239.00	\$239.00	0.00%
50mm nominal diameter - Annual supply charge (meter rental)	\$484.00	\$484.00	0.00%
80mm nominal diameter - Annual supply charge (meter rental)	\$598.00	\$598.00	0.00%
Hydrant Standpipe - Annual supply charge (meter rental)	\$586.00	\$586.00	0.00%
Special Reading Fee	\$54.00	\$56.05	3.80%

Fee type	2018/19	2019/20	% change
Re-connection Fee: Includes the removal of water restrictors installed due to non-compliance of the water bylaw	\$397.00	\$412.48	3.90%
<b>Backflow Prevention Programme</b>			
Backflow Preventer Test Fee	\$98.00	\$102.21	4.30%
Backflow programme – Incomplete Application Fees (hourly rate)	\$40.00	\$41.04	2.60%
Rescheduled Backflow Preventer Test Fee	\$56.00	\$58.07	3.70%
<b>Central Water Scheme Tariff for water sold by meter</b>			
Bulk Raw Water Tariff to: Merton, Hindon, and individual farm supplies (per cubic metre) - Central Water Scheme Tariff for water sold by meter	\$0.11	\$0.11	0.00%
Treated water per cubic metre - Central Water Scheme Tariff for water sold by meter	\$1.60	\$1.64	2.60%
<b>Rural Water Schemes</b>			
Differing capital and connection charges. Please contact the Water Services Department for further information.			

## WASTE MANAGEMENT - 2019/20 DRAFT BUDGET

Department: Waste and Environmental Solutions

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Waste Management Group and includes Waste and Environmental Solutions activities.

### RECOMMENDATIONS

That the Committee:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Waste Management Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Waste and Environmental Solutions as shown/amended at Attachment B.

### OPERATING BUDGET

#### Revenue

##### *External revenue*

- 2 External revenue has increased by \$420k, 3%. It is expected that around 10,000 extra tonnes of waste will be disposed at the Green Island landfill, and with contract price changes this results in \$1.119 million additional revenue from disposal charges. This has been offset by a reduction in waste minimisation returns of \$180k and a reduction in refuse bag sales of \$500k due to increased competition in the collection of domestic waste. The loss in refuse bag sales revenue has a corresponding decrease in refuse bag collection costs.

##### *Internal revenue*

- 3 Internal revenue has increased by \$411k, 42% due to higher volumes for sludge waste disposal from waste treatment plants.

#### Expenditure

##### *Operations and maintenance*

- 4 Operations and maintenance costs have increased by \$370k, 4%. The main increase is due to \$320k increased contract prices and tonnage at the landfill. Additional contracted services for waste strategy initiatives of \$164k and increased contract costs for

recycling collection of \$262k are somewhat offset by a reduction in refuse bag collection costs of \$446k.

### ***Consumables and general costs***

- 5 Consumables and general costs have increased by \$1.227 million, 120%. The main increase is for costs related to the Waste Futures project of \$1.100 million. This includes costs for project management, review, design and engagement on future options for kerbside collection, landfill and resource recovery facilities as well as the waste management and minimisation plan. It includes \$140k legal and consenting costs associated with extending the Green Island landfill consent.
- 6 The Ministry for Environment levies at the Green Island landfill has increased by \$93k in line with expected tonnage.

## **FEES AND CHARGES**

- 7 Fees and charges have been categorised as 'inclusive' or 'exclusive' of ETS costs. A copy of the fees schedule for the Waste Management Group is provided at Attachment B. The inclusive landfill charges include costs associated with ETS as these general waste loads contribute to landfill emissions. All waste to landfill attracts the Ministry for the Environments Waste Levy, which is currently set at \$10 per tonne.
- 8 There has been no increase to domestic landfill fees and charges. Fees for compost at the Green Island Landfill, bokashi products and recycling bins have been included on the schedule for completeness.

## **SERVICE LEVELS**

- 9 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Waste Management Group in the 2019/20 year.
- 10 A review of both city and residential kerbside collection services is currently underway as part of the Waste Futures project. This review will inform the design of future collection services which may commence on 1 July 2022. The review will consider Council and community expectations and provide value for money.

## **Signatories**

Author:	Chris Henderson - Group Manager Waste and Environmental Solutions
Authoriser:	Simon Drew - General Manager Infrastructure Services

## **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓ A</a>	Waste Management Group - Draft 2019/20 Operating Budget	40
<a href="#">↓ B</a>	Waste and Environmental Solutions - Draft 2019/20 Fees and Charges Schedule	41

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality local infrastructure in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities of Waste Management primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There will be ongoing engagement with Tangata Whenua on the Waste Futures Project.

### ***Sustainability***

Major issues and implications for sustainability will be discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for the Waste Management Group for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.



Waste and Environmental Solutions Activity  
**Income Statement**  
**for the Year Ended 30 June 2020**

<b>Actual</b>	<b>Budget</b>	<b>Draft Budget</b>	<b>Budget Inc (Dec)</b>	<b>Budget Inc (Dec)</b>
<b>2018</b>	<b>2019</b>	<b>2020</b>		
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>%</b>
<b>Revenue</b>				
3,516 Rates revenue	3,417	3,439	22	1%
13,172 External revenue	14,232	14,652	420	3%
- Grants & subsidies opex	-	-	-	-
- Grants & subsidies capital	-	-	-	-
- Contributions revenue	-	-	-	-
1,291 Internal revenue	982	1,393	411	42%
<b>17,979 Total revenue</b>	<b>18,631</b>	<b>19,484</b>	<b>853</b>	<b>5%</b>
<b>Expenditure</b>				
614 Personnel costs	790	840	50	6%
10,655 Operations and maintenance	10,472	10,842	370	4%
61 Occupancy costs	73	78	5	7%
1,369 Consumables and general	1,020	2,247	1,227	120%
1 Grants and subsidies	95	80	(15)	-16%
848 Internal charges	913	950	37	4%
591 Depreciation	516	596	80	16%
179 Interest	179	179	-	0%
<b>14,318 Total expenditure</b>	<b>14,058</b>	<b>15,812</b>	<b>1,754</b>	<b>12%</b>
<b>3,661 Net surplus/(deficit)</b>	<b>4,573</b>	<b>3,672</b>	<b>(901)</b>	<b>-20%</b>

**Item 8**

**Attachment A**



## Waste Management Group Proposed Fees and Charges - 2019/20

Fee type	2018/19	2019/20	% change
<b>Waste and Environmental Solutions</b>			
<b>All Landfills – Small Vehicle Charges (includes ETS)</b>			
Car – small load	\$20.00	\$20.00	0.00%
Car – large load	\$45.00	\$45.00	0.00%
Cars and single axle trailers, vans and utes – small load	\$48.00	\$48.00	0.00%
Cars and single axle trailers, vans and utes – large load	\$91.00	\$91.00	0.00%
Non-Council Refuse bag – per bag, (max size 80 litres)	\$4.00	\$4.00	0.00%
Station wagon – large load	\$72.00	\$70.00	-2.78%
Station wagon – small load	\$32.00	\$32.00	0.00%
Wheelie Bin per bin or part bin	\$20.00	\$20.00	0.00%
Wool pack per pack or part pack	\$20.00	\$20.00	0.00%
Cars and single axle trailers, vans and utes – medium load		\$70.00	
Domestic asbestos / animal remains - small load		\$32.00	
Domestic asbestos / animal remains - car load		\$45.00	
Domestic asbestos / animal remains - trailer		\$91.00	
<b>All Landfills – Small Vehicle Charges (excludes ETS)</b>			
Car tyres – each	\$5.00	\$5.00	0.00%
Cleanfill	\$10.00	\$10.00	0.00%
Rubble	\$20.00	\$20.00	0.00%
Vehicle bodies	\$87.00	\$87.00	0.00%
Clay cover	\$5.00	\$5.00	0.00%
<b>Vegetation for composting only (excludes ETS)</b>			
Car – small load 100% vegetation	\$9.00	\$9.00	0.00%
Car – large load 100% vegetation	\$24.00	\$24.00	0.00%
Wool pack 100% vegetation	\$9.00	\$9.00	0.00%
Wheelie Bin per bin 100% vegetation	\$9.00	\$9.00	0.00%
Station wagon – small 100% vegetation	\$14.00	\$14.00	0.00%
Station wagon – large load 100% vegetation	\$35.00	\$35.00	0.00%
Car with single axle trailer, van and ute 100% vegetation (small load)	\$22.00	\$22.00	0.00%
Car and single axle trailer, van and ute 100% vegetation	\$44.00	\$44.00	0.00%
<b>Green Island Landfill – Large Vehicle Charges (includes ETS)</b>			
General solid waste per tonne	\$180.00	\$180.00	0.00%
General solid waste minimum charge	\$91.00	\$90.00	-1.10%
<b>Green Island Landfill – Large Vehicle Charges (excludes ETS)</b>			
Clean fill per tonne (dry)	\$10.00	\$10.00	0.00%
Clean fill minimum charge (dry)	\$10.00	\$10.00	0.00%
Clean fill per tonne (wet slip material)	\$41.00	\$41.00	0.00%
Clean fill minimum charge (wet slip material)	\$41.00	\$41.00	0.00%
Cover per tonne	\$5.00	\$5.00	0.00%
Cover minimum charge	\$5.00	\$5.00	0.00%
Rubble	\$20.00	\$20.00	0.00%
Rubble minimum charge	\$20.00	\$20.00	0.00%
Vegetation per tonne (100% vegetation)	\$98.00	\$98.00	0.00%
Vegetation minimum charge	\$47.00	\$49.00	4.26%
Public weigh (weigh only)	\$15.00	\$15.00	0.00%
Clay cover per tonne		\$5.00	
Clay minimum charge		\$5.00	
<b>Middlemarch and Waikouaiti Landfill – Large Vehicle Charges (includes ETS)</b>			
General solid waste per cubic metre	\$96.00	\$96.00	0.00%
General solid waste minimum charge	\$96.00	\$96.00	0.00%
<b>Middlemarch and Waikouaiti Landfill – Large Vehicle Charges (excludes ETS)</b>			
Vegetation per cubic metre	\$75.00	\$75.00	0.00%
Vegetation minimum charge	\$75.00	\$75.00	0.00%
<b>Special/hazardous waste (includes ETS)</b>			
Asbestos including high contaminated soil	\$273.00	\$273.00	0.00%
Non Hazardous tanker waste	\$135.00	\$135.00	0.00%

Fee type	2018/19	2019/20	% change
Sludges and liquids (solids content at least 20%) – per tonne	\$273.00	\$273.00	0.00%
Sludges and liquids (solids content at least 20%) – minimum charge	\$159.00	\$137.00	-13.84%
Sludges and liquids (solids content less than 20%) per tonne	\$331.00	\$331.00	0.00%
Sludges and liquids (solids content less than 20%) minimum charge	\$187.00	\$166.00	-11.23%
<b>Special/hazardous waste (excludes ETS)</b>			
Contaminated soil – per tonne (low level)	\$41.00	\$41.00	0.00%
Contaminated soil minimum charge (low level)	\$41.00	\$41.00	0.00%
Foundry sands per tonne	\$53.00	\$53.00	0.00%
Foundry sands minimum charge	\$53.00	\$53.00	0.00%
Gas bottles (each)	\$12.00	\$12.00	0.00%
Household chemicals (inclusive of car - small load fee)	\$16.00	\$16.00	0.00%
Oil (per litre)	\$2.00	\$1.00	-50.00%
Tyres (per tonne)	\$385.00	\$385.00	0.00%
<b>After Hours Opening Fee (excludes ETS)</b>			
Booth operation costs – per hour (plus any additional machine fees) After hours	\$88.00	\$88.00	0.00%
Opening Fee - After Hours	\$433.00	\$433.00	0.00%
<b>Refuse Collection (includes ETS)</b>			
40 Litre bags	\$3.00	\$3.00	0.00%
65 Litre bags	\$3.20	\$3.20	0.00%
<b>e-Waste at the Recycling centre</b>			
As per recovery costs			
<b>Littering Offences and Infringement</b>			
Household rubbish deposited in public litter bins or public space recycling bins will be treated as litter (first offence)	\$100.00	\$100.00	0.00%
<b>Littering Offences and Infringement</b>			
Household rubbish deposited in public litter bins or public space recycling bins will be treated as litter (second or subsequent offence)	\$400.00	\$400.00	0.00%
A single item of litter, or less than 1 litre, left in a public space, or on private land without the occupier's consent (first offence)	\$100.00	\$100.00	0.00%
A single item of litter, or less than 1 litre, left in a public space, or on private land without the occupier's consent (second or subsequent offence)	\$400.00	\$400.00	0.00%
Litter, of more than 1 litre and less than or equal to 40 litres* (first offence)	\$150.00	\$150.00	0.00%
Litter, of more than 1 litre and less than or equal to 40 litres* (second or subsequent offence)	\$400.00	\$400.00	0.00%
Litter, of more than 40 litres and less than 240 litres** (first offence)	\$250.00	\$250.00	0.00%
Litter, of more than 40 litres and less than 240 litres** (second or subsequent offence)	\$400.00	\$400.00	0.00%
Litter, of more than 240 litres, left in a public space, or on private land without the occupier's consent*** (first offence)	\$400.00	\$400.00	0.00%
Litter, of more than 240 litres, left in a public space, or on private land without the occupier's consent*** (second or subsequent offence)	\$400.00	\$400.00	0.00%
Dangerous litter or offensive litter left in a public place, or on private land, without the occupier's consent (first offence)	\$400.00	\$400.00	0.00%
Dangerous litter or offensive litter left in a public place, or on private land, without the occupier's consent (second or subsequent offence)	\$400.00	\$400.00	0.00%
<b>Green Island Landfill - other charges</b>			
Compost per bag		\$7.00	
Compost per scoop		\$30.00	
<b>Other charges</b>			
Bokashi - 10lt bin		\$35.00	
Bokashi - 15lt bin		\$38.00	
Bokashi - Zing - bag		\$7.00	
Bokashi - Replacement lid		\$5.00	
Blue glass bin		\$10.00	
Kerbside bin (additional bin/replacement bin/change of bin size) – delivery & administration fee		\$30.00	

## REGULATORY SERVICES - 2019/20 DRAFT BUDGET

Department: Customer and Regulatory Services

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Regulatory Services Group, and includes the following activities:
  - Building Services
  - Compliance Solutions (includes Alcohol Licensing, Animal Services and Environmental Health)
  - Parking Operations
  - Parking Services (enforcement).

### RECOMMENDATIONS

That the Committee:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Regulatory Services Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Alcohol Licensing, Animal Services, Building Services, Environmental Health, Parking Operations and Parking Services as shown/amended at Attachment B.

### OPERATING BUDGETS

#### Revenue

##### *External Revenue*

- 2 External revenue has increased by \$1.590 million, 10%. The main increase of \$976k is due to an anticipated increase in the volume of Building Services fees for building consents processing, building inspections and code of compliance certificates.
- 3 Increased revenue is also budgeted from Parking Services and Parking Operations of \$685k due to enhanced enforcement, an increase in occupancy of parking facilities and an increase in off-street leased parking fees.

## **Expenditure**

### ***Personnel costs***

- 4 Personnel costs have increased by \$907k, 13%. This incorporates a general salary increase and an increase in full time equivalent (FTE) staff.
- 5 FTE in Building Services has increased by nine to allow for in-sourcing of building consents work (the Council becomes a net 'receiver' of building consent processing from other councils rather than outsourcing this work) as well as an increase in volume of building consents, building inspections and code of compliance certificates. The increased FTE also supports a cadet programme to address the current and future resourcing demand in Building Services. The additional personnel costs are offset by increased revenue.

## **FEES AND CHARGES**

- 6 Fees and charges for activities in the Regulatory Services Group have generally been increased by 3% (with some rounding), unless set by statute. This includes dog registration fees. Exceptions to this are highlighted below. A copy of the group fees schedule for the Regulatory Services Group is provided at Attachment B.
- 7 The model for building consent fees has been revised and the fee structure has been reformatted for 2019/20 and are set out in Schedule B of the Regulatory Services Fees and Charges.
- 8 Exceptions in Building Services include:
  - a) New fees have been included for information/property searches, vetting charges, advice from senior staff and fees relating to earthquake prone buildings.
  - b) The fees reflect an increase in the hourly rate for administration work/officers from \$96.70 to \$105.00. Building inspection fees reflect an hourly rate increase from \$175.70 to \$185.00.
  - c) The fee for a 'copy of consent documents required for inspections' has increased from \$33.00 to \$52.50, reflecting half an hour of the new administration hourly rate. This fee is for providing documents such as electronic reports for building consents, code compliance certificates and residential plans.
  - d) Fees for site evaluations, extension of time applications and to relocate hot water cylinders have been deleted as they are no longer used.
- 9 Animal Services fees for impounding dogs, permits to keep more than one dog and implanting a microchip have not increased so that owners are not discouraged from claiming dogs from the pound, applying for permits and having microchips implanted.
- 10 In Environmental Health, the fee per day for permanent food street stalls has decreased from \$34.00 to \$26.00 and will be charged monthly. The operator will not be disadvantaged and administration will be simplified.
- 11 Commentary on proposed changes to fees for on-street parking areas is provided in the Roding and Footpaths Group report.

**SERVICE LEVELS**

- 12 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Regulatory Services Group in the 2019/20 year.
- 13 Staff are reviewing the most appropriate place to budget for parking revenue and considering shifting the responsibility for managing this to Transport. Any budget shifts will occur prior to 1 July 2019.

**Signatories**

Author:	Adrian Blair - Group Manager Customer and Regulatory Services
Authoriser:	Simon Pickford - General Manager Community Services

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓</a> A	Regulatory Services Group - Draft 2019/20 Operating Budget	47
<a href="#">↓</a> B	Regulatory Services Group - Draft 2019/20 Fees and Charges Schedule	48

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality public services and regulatory functions in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities of the Regulatory Services Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability will be discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for Regulatory Services for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Regulatory Services Group  
**Income Statement**  
**for the Year Ended 30 June 2020**

Actual	Budget	Draft Budget	Budget Inc (Dec)	Budget Inc (Dec)
2018	2019	2020		
\$000	\$000	\$000	\$000	%
<b>Revenue</b>				
3,211 Rates revenue	-	-	-	-
15,566 External revenue	15,885	17,475	1,590	10%
6 Grants and subsidies operating	-	-	-	-
- Grants and subsidies capital	-	-	-	-
- Contributions revenue	-	-	-	-
128 Internal revenue	92	96	4	4%
<b>18,911 Total revenue</b>	<b>15,977</b>	<b>17,571</b>	<b>1,594</b>	<b>10%</b>
<b>Expenditure</b>				
6,530 Personnel costs	7,073	7,980	907	13%
725 Operations and maintenance	925	876	(49)	-5%
471 Occupancy costs	495	548	53	11%
1,493 Consumables and general	1,158	1,275	117	10%
10 Grants and subsidies	-	-	-	-
5,356 Internal charges	5,548	5,583	35	1%
473 Depreciation	465	448	(17)	-4%
72 Interest	72	72	-	0%
<b>15,130 Total expenditure</b>	<b>15,736</b>	<b>16,782</b>	<b>1,046</b>	<b>7%</b>
<b>3,781 Net surplus/(deficit)</b>	<b>241</b>	<b>789</b>	<b>548</b>	<b>227%</b>

## Regulatory Services Group Proposed Fees and Charges - 2019/20

Fee type	2018/19	2019/20	% change
<b>Animal Services</b>			
<b>Daily Sustenance Charge</b>			
Asses, Mules, Pigs Daily Sustenance Charge	\$4.00	\$4.00	0.00%
Horses, Cattle, Deer Daily Sustenance Charge	\$8.00	\$8.00	0.00%
Sheep and Goats Daily Sustenance Charge	\$3.00	\$3.00	0.00%
<b>Dog Registration</b>			
Dangerous Dogs Registration Fee	\$154.50	\$159.00	2.91%
Non-working Dogs Registration Fee	\$103.00	\$106.00	2.91%
Responsible Dog Owner Registration Fee	\$58.00	\$60.00	3.45%
Special Aid Dog Registration Fee	\$0.00	\$0.00	
Working Dogs (1st dog) Registration Fee	\$51.00	\$52.00	1.96%
Working Dogs (2nd dog) Registration Fee	\$26.00	\$27.00	3.85%
Working Dogs (3rd and subsequent dogs) Registration Fee	\$26.00	\$27.00	3.85%
<b>Driving Charges</b>			
Staff Cost (per hour)	\$84.00	\$86.00	2.38%
Vehicles per km (minimum charge of \$5.65)	\$2.10	\$2.10	0.00%
<b>Impounding - Dogs</b>			
Advertisement	\$6.00	\$6.00	0.00%
After Hours Impounding	\$163.00	\$163.00	0.00%
Boarding Fee Per Day	\$24.00	\$24.00	0.00%
First Impounding	\$121.00	\$121.00	0.00%
Notification	\$4.00	\$4.00	0.00%
Second Impounding	\$163.00	\$163.00	0.00%
<b>Infringement Offences and Fees (set by Dog Control Act 1996, Control of Dog Bylaw Act 2004)</b>			
Allowing dog known to be dangerous to be at large unmuzzled or unleashed (section 62(4))	\$300.00	\$300.00	0.00%
Failure or refusal to supply information or wilfully providing false particulars (section 19(2))	\$750.00	\$750.00	0.00%
Failure to advise change of address (section 49(4))	\$100.00	\$100.00	0.00%
Failure to advise change of dog ownership (section 48 (3))	\$100.00	\$100.00	0.00%
Failure to carry leash in public (section 54A)	\$100.00	\$100.00	0.00%
Failure to comply with any bylaw authorised by (section 20(5))	\$300.00	\$300.00	0.00%
Failure to comply with effects of classification of dog as dangerous dog (section 32(2))	\$300.00	\$300.00	0.00%
Failure to comply with effects of classification of dog as menacing dog (section 33E(2))	\$300.00	\$300.00	0.00%
Failure to comply with effects of disqualification authorised by (section 28(5))	\$750.00	\$750.00	0.00%
Failure to implant microchip transponder in dog (section 36A(6))	\$300.00	\$300.00	0.00%
Failure to keep dog controlled or confined (section 52A)	\$200.00	\$200.00	0.00%
Failure to keep dog under control (section 53(1))	\$200.00	\$200.00	0.00%
Failure to provide proper care and attention, to supply proper and sufficient food, water, and shelter, and to provide adequate exercise (section 54(2))	\$300.00	\$300.00	0.00%
Failure to register dog (section 42)	\$300.00	\$300.00	0.00%
Failure to supply information or wilfully providing false particulars about dog (section 19A(2))	\$750.00	\$750.00	0.00%
False statement relating to registration (section 41)	\$750.00	\$750.00	0.00%
Fraudulent procurement or attempt to procure replacement registration label or disc (section 46(4))	\$500.00	\$500.00	0.00%
Fraudulent sale or transfer of dangerous dog (section 32(4))	\$500.00	\$500.00	0.00%
Removal, swapping or counterfeiting of registration label or disc (section 51(1))	\$500.00	\$500.00	0.00%
Wilful obstruction of Dog Control Officer or Ranger (section 18)	\$750.00	\$750.00	0.00%
<b>Late Fee Penalty (50% of full fee)</b>			
Dangerous Dogs Late Fee Penalty	\$77.25	\$79.50	2.91%
Non-working Dogs Late Fee Penalty	\$51.50	\$53.00	2.91%
Responsible Dog Owner Late Fee Penalty	\$29.00	\$30.00	3.45%
Special Aid Dog Late Fee Penalty	\$0.00	\$0.00	
Working Dogs (1st dog) Late Fee Penalty	\$25.50	\$26.00	1.96%
Working Dogs (2nd dog) Late Fee Penalty	\$13.00	\$13.50	3.85%
Working Dogs (3rd and subsequent dogs) Late Fee Penalty	\$13.00	\$13.50	3.85%
<b>Other Fees</b>			
Adoption fee	\$195.50	\$198.00	1.28%
Microchip Implanting	\$43.70	\$43.70	0.00%
Permit to keep more than one dog	\$86.00	\$86.00	0.00%
Poo Bags (Bundle of 25)	\$2.50	\$2.50	0.00%
Rebate for Neutering/Spaying	\$10.00	\$10.00	0.00%
Replacement Tag	\$6.00	\$6.00	0.00%
Responsible Dog Owner Site Visit	\$43.70	\$45.00	2.97%



Fee type	2018/19	2019/20	% change
Withdrawal of Infringement Fee	\$34.00	\$34.00	0.00%
Dog Euthanised Fee	\$84.00	\$156.00	85.71%
Collars	\$12.00	\$12.00	0.00%
<b>Penal rates charged for Statutory Holidays and Overtime Stock Control on State Highways</b>			
Hourly rate (including standby allowance)	\$84.00	\$84.00	0.00%
Vehicle charge per km	\$2.10	\$2.10	0.00%
<b>Impounding - Other Animals</b>			
Horses, Asses, Mules, Cattle and Deer	\$61.00	\$63.00	3.28%
Sheep, Goats and Pigs	\$11.00	\$12.00	9.09%
<b>Building Services</b>			
<b>Building Consent Lists (Electronic Only)</b>			
Annual Subscription	\$325.50	\$335.00	2.92%
Monthly Subscription	\$33.00	\$34.00	3.03%
Report – Monthly Subscription (Generated Weekly)	\$54.00	\$56.00	3.70%
<b>Disbursements – Copies of Plans and Records</b>			
A3 and A4	\$1.00	\$1.00	0.00%
A3 and A4 – Electronic Copy (hourly rate)	\$96.70	\$105.00	8.58%
Certificate of Title (C/T)	\$50.00	\$50.00	0.00%
Note: Plans and records sent electronically will be charged at the hourly rate rather than per page for collation.			
<b>Request for Information/Property Searches</b>			
Hourly rate	\$96.70	\$105.00	8.58%
Commercial Searches hourly rate, min 1 hour- plus \$1.00 per page photocopy	\$96.70	\$105.00	8.58%
Residential Search hourly rate, min 1 hour - plus \$1.00 per page photocopy	\$96.70	\$105.00	8.58%
Residential Building and Structural Plans plus \$1.00 per page photocopy		\$52.50	
Residential Plumbing and Drainage Plans plus \$1.00 per page photocopy		\$52.50	
Copy of Consent Documents required for inspections plus \$1.00 per page photocopy	\$33.00	\$52.50	59.09%
Faxing/Postage (additional to minimum charge)	\$2.00	\$2.00	0.00%
<b>Property Reports/Documents for Filing on Council Records</b>			
Submit As-Built plan for Schedule 1 Exempt Building work for filing on Council records (includes plans submitted for historic work)	\$73.00	\$78.75	7.88%
Submit Independent Building Report for filing on Council records (Safe and Sanitary Report)	\$205.00	\$221.50	8.05%
<b>Private Foul and Stormwater Drain in Common</b>			
Application - Private Foul and Stormwater Drain in Common Application	\$175.70	\$185.00	5.29%
Plus each Additional or Joining Party	\$86.00	\$89.00	3.49%
<b>Sewer Connections – Foul and Stormwater</b>			
Standard Connection fee 100mm diameter (Sewer Connections – Foul and Stormwater )	\$482.00	\$500.00	3.73%
Standard Connection fee 150mm diameter (Sewer Connections – Foul and Stormwater )	\$707.00	\$730.00	3.25%
Seal Off - DCC contractor to excavate	\$1,500.00	\$1,500.00	0.00%
Seal Off - Drain layer to excavate	\$222.00	\$230.00	3.60%
Connection fee greater than 150mm diameter (Sewer Connections – Foul and Stormwater) - as quoted			
<b>Allanton – New Wastewater Reticulated Services</b>			
Capital Joining Fee Pressure Sewer System	\$8,887.00	\$8,887.00	0.00%
Installation Fees will vary according to the market rate at the time of purchase of pump unit, chamber, control panel and ancillary equipment for that property. The fee will be quoted by Water and Waste Services.			
<b>Building and Drainage Inspections - After Hours</b>			
Inspection (hourly rate, minimum 1 hour charge)	\$263.00	\$277.50	5.51%
<b>Building Compliance Certificate - Sale and Supply of Alcohol Act 2012</b>			
Application for Building Compliance Certificate Sale and Supply of Alcohol Act fee	\$264.00	\$277.50	5.11%
<b>Building Warrant of Fitness (BWOF)</b>			
BWOF Inspection fee and/or Audit fee then hourly rate thereafter	\$175.70	\$185.00	5.29%
BWOF Return fee	\$175.70	\$185.00	5.29%
BWOF Return fee and Form 12	\$192.00	\$200.00	4.17%
Copy of Compliance Schedule	\$33.00	\$34.00	3.03%
Issue new or amended Compliance Schedule (hourly rate)	\$175.70	\$185.00	5.29%
<b>Amusement Device (set by Amusement Device Regulations 1978)</b>			
One amusement device, for the first seven days or part thereof	\$11.50	\$11.50	0.00%
For each device \$1.50 GST inclusive for a further seven days or part thereof	\$1.50	\$1.50	0.00%
Each additional device for first seven days or part thereof – same owner	\$2.30	\$2.30	0.00%
<b>Certificate of Acceptance</b>			
Certificate of Acceptance Application Fee (processing fee not included, refer to Building Consent Application Costs.) Not charged when building works have been undertaken under urgency section 41(1)(c)	\$528.00	\$555.00	5.11%

Fee type	2018/19	2019/20	% change
<b>Certificate for Public Use</b>			
Certificate for Public Use Construction/Occupation Application fee (to a maximum of 12 months)	\$440.00	\$462.50	5.11%
Renewal of Certificate for Public Use Construction/Occupation Application fee (to a maximum of 12 months)	\$968.00	\$1,017.50	5.11%
Certificate for Public Use Inspection Charge (hourly rate, minimum 1 hour charge)	\$175.70	\$185.00	5.29%
Certificate for Public Use amendments (hourly rate, minimum 1 hour charge)	\$175.70	\$185.00	5.29%
<b>Building Consent – General Charges</b>			
Vetting charges (hourly rate)		\$145.00	
Processing charges (hourly rate)	\$175.70	\$185.00	5.29%
Inspection charges (hourly rate)	\$175.70	\$185.00	5.29%
Administration charges (hourly rate)	\$96.70	\$105.00	8.58%
Senior Officer/Team Leader/Principal Advisor/Manager advice (hourly rate)		\$225.00	
Administration cost for withdrawing building consent application	\$96.70	\$105.00	8.58%
Alternative Solution Approval (hourly rate)	\$175.70	\$185.00	5.29%
Amended Plan Application (deposit only plus hourly rate thereafter)	\$175.70	\$185.00	5.29%
Building on land subject to natural hazards (\$71 – \$74) application fee plus LINZ Lodgement Fee plus hourly rate thereafter	\$175.70	\$185.00	5.29%
Building on two or more allotments (\$75–\$83) application fee plus LINZ Lodgement Fee plus hourly rate thereafter	\$175.70	\$185.00	5.29%
Building Consent Exemption Fee – Schedule 1(2) (hourly rate, minimum 1 hour charge)	\$175.70	\$225.00	28.06%
Change of Use Consideration – if no building work required – charged at hourly rate	\$175.70	\$185.00	5.29%
Conversion of hard copy application to digital application (hourly rate)	\$175.70	\$185.00	5.29%
Front Counter Advice 15 minutes free then hourly rate thereafter	\$175.70	\$185.00	5.29%
Grants, Waivers and Modification of the Building Code (hourly rate)	\$175.70	\$185.00	5.29%
Minor Plan Variation fee (no additional processing and very simple changes)	\$98.80	\$100.00	1.21%
Non Commercial Fast Track Code Compliance Certificates (hourly rate)	\$175.70	\$185.00	5.29%
Notice to Fix (NTF) preparation fee (hourly rate)	\$175.70	\$185.00	5.29%
Re-lodged/Split Building Consent application (no change in value of work) (hourly rate)	\$175.70	\$185.00	5.29%
Same day inspection fee cancellation	\$175.70	\$185.00	5.29%
Swimming Pool Fence Monitoring Inspection (per inspection)	\$175.70	\$185.00	5.29%
Functions Relating to Earthquake-Prone Buildings (hourly rate)		\$225.00	
Application for exemption for Earthquake Prone Buildings (2 hours, then hourly thereafter)		\$450.00	
Assessment of information relating to buildings Earthquake Prone status (2 hours, then hourly thereafter)		\$450.00	
Earthquake Prone Building assessment extensions (1/2 hr then hourly thereafter)		\$112.50	
Pre-Application Meetings - Building Consent Officer (hourly rate)	\$175.70	\$185.00	5.29%
Pre-Application Meetings - Senior (hourly rate)		\$225.00	
Functions Relating to Dangerous or Insanitary Buildings (hourly rate)	\$175.70	\$185.00	5.29%
<b>Code Compliance Certificate</b>			
Solid fuel burners & residential minor building/plumbing work	\$88.00	\$92.50	5.11%
Residential minor work/accessory buildings and alterations	\$175.70	\$185.00	5.29%
Residential new building (excluding multi storey)	\$264.00	\$277.50	5.11%
Commercial (C1 & C2 category & multi storey apartments & C3 with value below \$500,000)	\$352.00	\$370.00	5.11%
Commercial (C3 with value of work over \$500,000)	\$704.00	\$740.00	5.11%
<b>Building Application Costs</b>			
Residential and Commercial building applications over \$700,000 are charged at the hourly rate plus administration and project information memorandum or project consideration fees.			
Costs payable are made up of a number of components including processing costs and an assumed number of inspections. Code compliance certificates are additional. Further charges may also apply.			
<b>Levies</b>			
BRANZ Building Research Levy - Projects at and over \$20,000 (\$1.00 per \$1,000 of building work)			
MBIE Building Levy - Projects at and over \$20,441 (\$2.01 per \$1,000 of building work)			
<b>BCA Levy</b>			
BCA Accreditation Levy payable on all building consent applications including amended and staged applications (\$0.40 per \$1,000 of building work, minimum fee \$6)			
<b>Building Consent Application - Residential</b>			
As per schedule B			
<b>Building Consent Application - Commercial</b>			
As per schedule B			
<b>Building Infringement Offences and Fees (set by Building Act 2004)</b>			
Displaying a building warrant of fitness other than in accordance with section 108 (section 108(5)(c))	\$1,000.00	\$1,000.00	0.00%
Displaying a false or misleading building warrant of fitness (section 108(5)(b))	\$1,000.00	\$1,000.00	0.00%
Failing to apply for a certificate of acceptance for urgent building work as soon as practicable after completion of building work (section 42)	\$500.00	\$500.00	0.00%

Fee type	2018/19	2019/20	% change
Failing to comply with a notice to fix in relation to means of restricting access to a residential pool (section 168(1AA))	\$500.00	\$500.00	0.00%
Failing to comply with any other notice to fix (section 168(1))	\$1,000.00	\$1,000.00	0.00%
Failing to comply with the requirement that building work must be carried out in accordance with a building consent (section 40)	\$1,000.00	\$1,000.00	0.00%
Failing to comply with the requirement to obtain a compliance schedule (section 101)	\$250.00	\$250.00	0.00%
Failing to display a building warrant of fitness required to be displayed (section 108(5)(a))	\$250.00	\$250.00	0.00%
Failing to have a written contract as prescribed (section 362F(4))	\$500.00	\$500.00	0.00%
Failing to provide prescribed checklist (section 362D(4))	\$500.00	\$500.00	0.00%
Failing to provide prescribed disclosure information (section 362D(4))	\$500.00	\$500.00	0.00%
Failing to provide prescribed information or documentation to specified persons (section 362T(4))	\$500.00	\$500.00	0.00%
Failing to supply territorial authority with a building warrant of fitness (section 108(5)(aa))	\$250.00	\$250.00	0.00%
Licensed building practitioner supervising restricted building work without appropriate licence (section 85(2)(b))	\$500.00	\$500.00	0.00%
Person holding himself or herself out as being licensed to do or supervise building work or building inspection work while not being so licensed (section 314(1))	\$500.00	\$500.00	0.00%
Person who is not licensed building practitioner carrying out restricted building work without supervision of licensed building practitioner with appropriate licence (section 85(1))	\$750.00	\$750.00	0.00%
Supplying a pool product without an approved notice (section 162E)	\$500.00	\$500.00	0.00%
Using or occupying a building, or permitting another person to do so, contrary to a territorial authority's hoarding, fence, or notice (section 128A(2))	\$2,000.00	\$2,000.00	0.00%
Using, or knowingly permitting the use of, a building for a use for which it is not safe or not sanitary (section 116B(1)(a))	\$1,500.00	\$1,500.00	0.00%
Using, or knowingly permitting the use of, a building that has inadequate means of escape from fire (section 116B(1)(b))	\$2,000.00	\$2,000.00	0.00%
Using, or permitting use of building having no consent or code compliance certificate or certificate for public use for premises for public use (section 363)	\$1,500.00	\$1,500.00	0.00%
Wilfully obstructing, hindering, or resisting a person executing powers conferred under the Act or its regulations (section 367)	\$500.00	\$500.00	0.00%
Wilfully removing or defacing a notice published under the Act or inciting another person to do so (section 368)	\$500.00	\$500.00	0.00%
Failing to complete seismic work by deadline (section 133AU(1))	\$1,000.00	\$1,000.00	0.00%
Failing to comply with requirement to attach EPB notice or EPB exemption notice (section 133AU(2))	\$1,000.00	\$1,000.00	0.00%
Using or occupying an earthquake-prone building, or permitting another person to do so, contrary to a territorial authority's hoarding, fence, or notice (section 133AU(5))	\$2,000.00	\$2,000.00	0.00%
Failing to comply with a notice, within the time stated in the notice, requiring work to be carried out on a dangerous or insanitary building (section 124)	\$1,000.00	\$1,000.00	0.00%
Licensed building practitioner carrying out restricted building work without appropriate licence (section 85(2)(a))	\$500.00	\$500.00	0.00%
Failing, when EPB notice or EPB exemption notice ceases to be attached or becomes illegible, to notify the territorial authority (section 133AU(3))	\$1,000.00	\$1,000.00	0.00%
<b>Environmental Health</b>			
<b>Food Premises</b>			
Additional verification	\$166.00	\$171.00	3.01%
Fee for cancelled verification	\$166.00	\$171.00	3.01%
Food Control Plan Mentoring session	\$166.00	\$171.00	3.01%
Opening Fee	\$166.00	\$171.00	3.01%
Registration – new	\$104.00	\$107.00	2.88%
Registration – renewal	\$64.00	\$66.00	3.13%
<b>Verification</b>			
Class 1 -Verification	\$333.00	\$343.00	3.00%
Class 2 -Verification	\$541.00	\$557.00	2.96%
Class 3 -Verification	\$790.00	\$814.00	3.04%
Class 4 -Verification	\$872.50	\$899.00	3.04%
Corrective Action Request sign off	\$166.00	\$171.00	3.01%
<b>Out of District Verification</b>			
Verification fee	\$541.00	\$557.00	2.96%
Travel Time (one off fee)	\$166.00	\$171.00	3.01%
Mileage/km	\$0.77	\$0.77	0.00%
Incidentals (actual costs for accommodation & meals)			
<b>Food Stalls</b>			
Food Stall (for profit)	\$34.00	\$35.00	2.94%
Food Street Stalls (permanent) per day	\$34.00	\$26.00	-23.53%
<b>One-off Food Stall Inspections (if required) per event fee</b>			

Fee type	2018/19	2019/20	% change
1–10 Food stalls:	\$166.00	\$171.00	3.01%
11 or more food stalls: Fee for 1–10 food stalls plus	\$10.00	\$10.00	0.00%
<b>Other Premises</b>			
Camping Grounds	\$209.00	\$215.00	2.87%
Funeral Directors	\$209.00	\$215.00	2.87%
Hairdressers' Salons	\$209.00	\$215.00	2.87%
Mobile Trading Permit	\$42.60	\$44.00	3.29%
Offensive Trades	\$127.00	\$131.00	3.15%
Monitoring, enforcement and additional visits	\$64.00	\$66.00	3.13%
<b>Beautician, Tattooists and Skin Piercing Bylaw Annual Licensing Fees</b>			
Secondary Business Activity (eg jewellers/beauty therapy services in conjunction with another activity)	\$80.00	\$82.00	2.50%
Sole Business Activity (eg Beauty Therapist, Tattooist)	\$209.00	\$215.00	2.87%
<b>Noise Control</b>			
Excessive noise equipment seizure fine	\$263.00	\$263.00	0.00%
Noise consultancy and survey work fee (per hour)	\$166.00	\$171.00	3.01%
Seized equipment storage fee (per day)	\$31.00	\$31.00	0.00%
<b>Infringement Offences and Fees (set by Resource Management (Infringement Offences) Regulations 1999)</b>			
Contravention of an abatement notice for an unreasonable noise under section 322(1)(c)	\$750.00	\$750.00	0.00%
Contravention of an excessive noise direction under section 327	\$500.00	\$500.00	0.00%
<b>Infringement Offences and Fees (set by Food Regulations 2015)</b>			
Failing to ensure that a food business that is subject to a national programme is registered with the appropriate authority ss 79, 240(2)	\$450.00	\$450.00	0.00%
Failing to register a food control plan or to ensure that a food control plan is registered with the appropriate authority ss48, 240 (2)	\$450.00	\$450.00	0.00%
<b>Gambling</b>			
<b>Gambling - Class 4 Venue Application</b>			
Territorial Authority Consent application	\$60.00	\$60.00	0.00%
<b>Parking Operations</b>			
<b>Car Park Building Fees (hourly) Monday to Friday between opening and 6pm</b>			
Early bird parking before 10.00am (hourly) Great King Street ONLY	\$1.00	\$1.00	0.00%
Great King Street	\$2.50	\$2.50	0.00%
Lower Moray Place	\$2.50	\$2.50	0.00%
Wall Street	\$2.50	\$2.50	0.00%
<b>Car Park Building Fees (hourly) Saturday between opening and 6pm</b>			
Great King Street	\$1.00	\$1.00	0.00%
Lower Moray Place	\$1.00	\$1.00	0.00%
Wall Street	\$1.00	\$1.00	0.00%
<b>Car Park Building Fees (hourly) Monday to Saturday between 6pm and closing</b>			
Great King Street	\$1.00	\$1.00	0.00%
Lower Moray Place	\$1.00	\$1.00	0.00%
Wall Street	\$1.00	\$1.00	0.00%
<b>Car Park Building Fees (hourly) Sunday and Public Holidays between opening and closing</b>			
Great King Street	\$0.00	\$0.00	
Lower Moray Place	\$0.00	\$0.00	
Wall Street	\$0.00	\$0.00	
<b>Car Park Buildings Leased Parking Fees (weekly)</b>			
Great King Street	\$42.60	\$43.90	3.05%
Lower Moray Place	\$42.60	\$43.90	3.05%
Wall Street	\$60.80	\$62.60	2.96%
Leased car park lost card replacement (car park building)	\$15.00	\$15.00	0.00%
<b>Off-Street Car Parks Metered Parking Flat Fee (per day)</b>			
Thomas Burns	\$5.00	\$5.00	0.00%
Railway North	\$5.00	\$5.00	0.00%
St Andrew Street	\$4.00	\$4.00	0.00%
<b>Off-Street Metered Car Parks (hourly) between the hours of 9am and 6pm</b>			
Railway Station North	\$2.00	\$2.00	0.00%
Railway Station South	\$2.00	\$2.00	0.00%
Dowling Street (four hours maximum)	\$2.00	\$2.00	0.00%
Frederick Street (four hours maximum)	\$2.00	\$2.00	0.00%
Filleul Street	\$2.00	\$2.00	0.00%
<b>Off-Street Metered Car Parks (hourly) between the hours of 9am and 6pm Saturday</b>			
Railway Station North	\$1.00	\$1.00	0.00%
Railway Station South	\$1.00	\$1.00	0.00%

Fee type	2018/19	2019/20	% change
Dowling Street (four hours maximum)	\$1.00	\$1.00	0.00%
Frederick Street (four hours maximum)	\$1.00	\$1.00	0.00%
Filleul Street	\$1.00	\$1.00	0.00%
<b>Off-Street Metered Car Parks – Sunday and Public Holidays</b>			
St Andrew Street	\$0.00	\$0.00	
Railway Station North	\$0.00	\$0.00	
Railway Station South	\$0.00	\$0.00	
Dowling Street (four hours maximum)	\$0.00	\$0.00	
Frederick Street (four hours maximum)	\$0.00	\$0.00	
Filleul Street	\$0.00	\$0.00	
<b>Off-Street Leased Parking Fees (weekly)</b>			
Thomas Burns	\$22.80	\$23.50	3.07%
Filleul Street	\$38.50	\$39.70	3.12%
Dowling Street	\$38.50	\$39.70	3.12%
Queens Gardens	\$38.50	\$39.70	3.12%
York Place	\$38.50	\$39.70	3.12%
Station	\$22.80	\$23.50	3.07%
Lorne Street	\$18.70	\$19.30	3.21%
Crawford Street	\$40.50	\$41.70	2.96%
<b>Parking Permit Charges (minimum charge 1/2 day)</b>			
Permit (1 day) except Octagon and George Street (Octagon – Albany Street)	\$21.80	\$22.50	3.21%
Permit (1 day) Octagon and George Street (Octagon – Albany Street)	\$33.00	\$34.00	3.03%
Permit (6 days) except Octagon and George Street (Octagon – Albany Street)	\$106.00	\$109.20	3.02%
Permit (6 days) Octagon and George Street (Octagon – Albany Street)	\$159.00	\$163.80	3.02%
Permit (month) except Octagon and George Street (Octagon – Albany Street)	\$441.50	\$454.70	2.99%
Permit (month) Octagon and George Street (Octagon – Albany Street)	\$662.00	\$681.90	3.01%
<b>Parking Services (Enforcement)</b>			
<b>Authorised Vehicle Parking</b>			
Authorised Vehicle Permit (annually)	\$33.00	\$34.00	3.03%
Replacement Permit	\$10.00	\$10.00	0.00%
<b>Temporary Parking Permit</b>			
Temporary Parking Permit	\$0.00	\$0.00	
Non Return of Permit	\$25.00	\$26.00	4.00%
<b>Abandoned Vehicle (Fees recovered from owner)</b>			
Impound Fee - Abandoned Vehicle	\$507.50	\$523.00	3.05%
Storage (daily) - Abandoned Vehicle	\$7.00	\$7.00	0.00%
Unwanted Vehicle Removal - Abandoned Vehicle	\$46.80	\$48.00	2.56%
<b>Commercial Use of Footpaths (Permits)</b>			
Replacement Permit	\$10.00	\$10.00	0.00%
Initial application fee	\$66.50	\$69.00	3.76%
Table with up to a maximum of four chairs (annually)	\$201.70	\$208.00	3.12%
Signs, Screens, or any other object per item (annually)	\$40.50	\$42.00	3.70%
Display of Goods (annually)	\$101.90	\$105.00	3.04%
Impounding of sign or any other object (per item)	\$70.70	\$73.00	3.25%
<b>Skips and Containers (Permits)</b>			
20 foot container (daily)	\$44.70	\$46.00	2.91%
40 foot container (daily)	\$88.00	\$90.60	2.95%
All zones except "Residential Zones" as defined in the Dunedin City District Plan: (daily) - Skips	\$44.70	\$46.00	2.91%
Monthly Charge (all zones) - Skips	\$662.00	\$682.00	3.02%
<b>Towage (set by Transport (Towage Fees) Notice 2004)</b>			
Where the vehicle gross weight does not exceed 3500 kgs – between hours of 6.00 pm and 7.00 am Monday to Friday, Saturday, Sunday and Public Holidays	\$71.50	\$71.50	0.00%
Where the vehicle gross weight does not exceed 3500 kgs – between hours of 7.00 am and 6.00 pm Monday to Friday (other than public holiday)	\$53.60	\$53.60	0.00%
Where the vehicle gross weight exceeds 3500 kgs – between hours of 6.00 pm and 7.00 am Monday to Friday, Saturday, Sunday and Public Holidays	\$204.40	\$204.40	0.00%
Where the vehicle gross weight exceeds 3500 kgs – between hours of 7.00 am and 6.00 pm Monday to Friday (other than public holiday)	\$132.80	\$132.80	0.00%
<b>Infringement Fees (set by Land Transport Act 1998)</b>			
Bus parked unattended on a Bus Stop	\$60.00	\$60.00	0.00%
Displayed item likely to be mistaken for a motor vehicle license	\$200.00	\$200.00	0.00%
Displayed item likely to be mistaken for a motor vehicle license (Body Corporate)	\$1,000.00	\$1,000.00	0.00%
Displayed item likely to be mistaken for a Registration Plate	\$200.00	\$200.00	0.00%
Displayed item likely to be mistaken for a Registration Plate (Body Corporate)	\$1,000.00	\$1,000.00	0.00%
Displayed other than authorised motor vehicle license	\$200.00	\$200.00	0.00%



Fee type	2018/19	2019/20	% change
Displayed other than authorised motor vehicle license (Body Corporate)	\$1,000.00	\$1,000.00	0.00%
Displayed other than authorised registration plate	\$200.00	\$200.00	0.00%
Displayed other than authorised registration plate (Body Corporate)	\$1,000.00	\$1,000.00	0.00%
Double parked	\$60.00	\$60.00	0.00%
Failing to display a parking receipt	\$40.00	\$40.00	0.00%
Failing to display a red marker light on a GSV	\$40.00	\$40.00	0.00%
Failing to display a valid parking receipt	\$40.00	\$40.00	0.00%
Failing to display current evidence of vehicle inspection (COF) (commercial or heavy)	\$600.00	\$600.00	0.00%
Failing to display current evidence of vehicle inspection (WOF) (light)	\$200.00	\$200.00	0.00%
Inconsiderate parking	\$60.00	\$60.00	0.00%
Incorrect kerb parking	\$40.00	\$40.00	0.00%
Obscured or indistinguishable license label	\$200.00	\$200.00	0.00%
Obscured or indistinguishable license label (Body Corporate)	\$1,000.00	\$1,000.00	0.00%
Obscured or indistinguishable registration plate	\$200.00	\$200.00	0.00%
Obscured or indistinguishable registration plate (Body Corporate)	\$1,000.00	\$1,000.00	0.00%
Operated an unlicensed motor vehicle	\$200.00	\$200.00	0.00%
Operated an unregistered motor vehicle	\$200.00	\$200.00	0.00%
Parked a trailer on a road in excess of seven days	\$40.00	\$40.00	0.00%
Parked a vehicle on or over a marking indicating the limits of a parking space	\$40.00	\$40.00	0.00%
Parked facing the wrong direction	\$40.00	\$40.00	0.00%
Parked in a no stopping area	\$40.00	\$40.00	0.00%
Parked in a reserved area without authority	\$40.00	\$40.00	0.00%
Parked in an area reserved for authorised residents vehicles only	\$40.00	\$40.00	0.00%
Parked in an area reserved for mobility card holders only	\$150.00	\$150.00	0.00%
Parked in an area reserved for motorcycles only	\$40.00	\$40.00	0.00%
Parked on a broken yellow line	\$60.00	\$60.00	0.00%
Parked on a bus stop or taxi stand	\$60.00	\$60.00	0.00%
Parked on a clearway	\$60.00	\$60.00	0.00%
Parked on a Cycle Lane	\$60.00	\$60.00	0.00%
Parked on a footpath	\$40.00	\$40.00	0.00%
Parked on a Roadside grass plot, shrubs or flower bed	\$40.00	\$40.00	0.00%
Parked on or within 500 mm of a fire hydrant	\$40.00	\$40.00	0.00%
Parked on or within 6m of a pedestrian crossing	\$60.00	\$60.00	0.00%
Parked over or within 1m of a vehicle entrance	\$40.00	\$40.00	0.00%
Parked unlawfully in a Pickup and Drop off area	\$40.00	\$40.00	0.00%
Parked within 6m of an intersection	\$60.00	\$60.00	0.00%
Parked within an intersection	\$60.00	\$60.00	0.00%
Registration Plates not affixed in prescribed manner	\$200.00	\$200.00	0.00%
Used a vehicle with exemption from continuous licensing	\$200.00	\$200.00	0.00%
Used a vehicle with exemption from continuous licensing (Body Corporate)	\$1,000.00	\$1,000.00	0.00%
Parked in a Pay and Display area displaying an invalid receipt (range between \$12-\$57)			
Parked in a Pay and Display area in excess of maximum time (range between \$12-\$57)			
Displaying an expired receipt (range between \$12-\$57)			
Parked in breach of a time limit (range between \$12-\$57)			
<b>Alcohol licensing</b>			
<b>Licence Annual Fee</b>			
Licence annual fee – high risk	\$1,035.00	\$1,035.00	0.00%
Licence annual fee – low risk	\$391.00	\$391.00	0.00%
Licence annual fee – medium risk	\$632.50	\$632.50	0.00%
Licence annual fee – very high risk	\$1,437.50	\$1,437.50	0.00%
Licence annual fee – very low risk	\$161.00	\$161.00	0.00%
<b>Licence Application</b>			
Licence application – high risk	\$1,023.50	\$1,023.50	0.00%
Licence application – low risk	\$609.50	\$609.50	0.00%
Licence application – medium risk	\$816.50	\$816.50	0.00%
Licence application – very high risk	\$1,207.50	\$1,207.50	0.00%
Licence application – very low risk	\$368.00	\$368.00	0.00%
<b>Other Fees</b>			
Extract from Record or Register	\$57.50	\$57.50	0.00%
Manager's Certificate application/renewal	\$316.25	\$316.25	0.00%
Permanent Club Charter Fee	\$632.50	\$632.50	0.00%
<b>Special Licence</b>			
Special Licence – all other occasions including large events	\$575.00	\$575.00	0.00%
Special Licence – small event with one to two events on licence	\$63.25	\$63.25	0.00%

Fee type	2018/19	2019/20	% change
Special Licence – small events with three to 12 events on the licence or one to three medium size events on one licence	\$207.00	\$207.00	0.00%
<b>Temporary Licence</b>			
Temporary Authority on/off licences	\$296.70	\$296.70	0.00%
Temporary Licence during repairs, etc. (Section 29(1)(j))	\$296.70	\$296.70	0.00%

Schedule B: Proposed charges for building consent applications 2019/20

	Processing time @ \$185 per hour	Inspection deposit @ \$185 per inspection	PIM/PCON	Code Compliance Certificate
<b>Building Consent Application - Residential</b>				
<b>New Construction – Residential</b>				
Erect Single Level Dwelling	5 - 12 hours	12	\$555.00	\$227.50
Erect Multiple Level Dwelling (including Basement)	10 - 15 hours	15	\$740.00	\$370.00
Multi-Unit Development (Single Level) Per Unit	5 - 12 hours	12	\$670.80	\$227.50
Multi-Unit Development (>1 Level) per Unit	8 - 15 hours	13	\$370.00	\$370.00
Erect Garage/Carport/Shed (Non-Habitable)	2 - 5 hours	4	\$370.00	\$185.00
Erect Habitable Garage/Sleepout	4 - 7 hours	7	\$370.00	\$185.00
Relocate Dwelling	4 - 13 hours	4	\$740.00	\$185.00
<b>Additions and Alterations – Residential</b>				
Alter Dwelling less than \$20,000	3 - 5 hours	6	\$370.00	\$185.00
Alter Dwelling \$20,000 to \$50,000	5 - 9 hours	8	\$370.00	\$185.00
Alter Dwelling \$50,000 to \$100,000	6 - 10 hours	8	\$370.00	\$185.00
Alter Dwelling over \$100,000	7 - 11 hours	10	\$370.00	\$185.00
<b>Other – Residential</b>				
Erect Deck	3 - 6 hours	2	\$370.00	\$92.50
Install Sump	1 - 3 hours	1	N/A	\$92.50
Foul/Stormwater Drainage (including Septic Tank)	1 - 3 hours	1	\$185.00	\$92.50
Retaining Walls (Specific Design)	2 - 5 hours	2	\$370.00	\$92.50
Reclad Existing Building	2 - 4 hours	2	N/A	\$92.50
Reroof	1 - 3 hours	2	N/A	\$92.50
Minor alteration < \$5000.00 including installation of wet area shower	1 - 4 hours	2	N/A	\$92.50
Remove Internal Wall	1 - 3 hours	1	N/A	\$92.50
Heating Appliance Fee (domestic only)	1 - 3 hours	1	N/A	\$92.50
Swimming Pool Fences	1 - 3 hours	1	N/A	\$92.50
Pole/Veranda Signs	1 - 2 hours	1	N/A	\$92.50
Minor Plumbing, Installation of new fitting	1 - 3 hours	2	N/A	\$92.50
<b>Building Consent Application - Commercial</b>				
<b>New Construction – Commercial</b>				
New Single Level Commercial Building	12 - 25 hours	14	\$740.00	\$740.00
New Multi-Level Commercial Building	25 - 45 hours	24	\$740.00	\$740.00
Complex, Institutional or High Rise Building	45+ hours	24+	\$740.00	\$740.00
<b>Additions and Alterations – Commercial</b>				
Alterations to Existing Building (Single Floor)	5 - 9 hours	4	\$370.00	\$740.00
Alterations to Existing Building (Single Floor) including Plumbing and Drainage	7 - 13 hours	7	\$462.50	\$740.00
Alterations to Existing Building (Multi Level)	9 - 15 hours	4	\$370.00	\$740.00
Alterations to Existing Building (Multi Level) including Plumbing and Drainage	13 - 23 hours	7	\$462.50	\$740.00
<b>Demolition – Commercial</b>				
Demolish Commercial Building (per building)	1 - 4 hours	1	\$277.50	\$740.00
<b>Temporary Structures – Commercial</b>				
Marquee	1 - 2 hours	1	\$185.00	\$92.50



## RESERVES AND RECREATIONAL FACILITIES - 2019/20 DRAFT BUDGET

Department: Parks and Recreation

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Reserves and Recreational Facilities Group, and includes the following activities:
  - Aquatic Services
  - Dunedin Botanic Garden
  - Cemeteries and Crematorium (Cemeteries)
  - Parks and Reserves (Parks)
  - Recreation Planning.

### RECOMMENDATIONS

That the Council:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Reserves and Recreational Facilities Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Aquatic Services, Cemeteries and Crematorium and Parks and Reserves as shown/amended at Attachment B.

### OPERATING BUDGETS

#### Expenditure

##### *Personnel costs*

- 2 Personnel costs have increased by \$756k, 11%. The Aquatic Services budget has been adjusted to reflect actual staffing levels at the facilities, incorrectly budgeted in previous years. In addition to salaried staff, the budget has been developed using a daily roster for each pool and each function within Moana Pool. Additional resourcing has been included in the Botanic Garden to address health and safety risks and provide a consistent level of communication to visitors and users of the Botanic Garden.

**Operations and maintenance**

- 3 Operations and maintenance costs have decreased by \$87k, 1%. The main reduction is due to transferring the DVML service level agreement payment for community access of \$750k to Community Development and Events, and the event attraction payment of \$400k to Enterprise Dunedin.
- 4 These reductions are offset by increased costs in the Parks and Cemeteries budgets for green space maintenance contracts of \$205k, tree and sportsfield maintenance of \$130k, hard surface maintenance of \$190k, building maintenance of \$130k, cemetery and crematorium maintenance of \$126k and additional work for Te Rauone Reserve of \$200k.
- 5 Service level agreement payments in Recreation Planning for the Edgar Centre and Surf Lifesaving have increased collectively by \$123k.

**Consumables and general costs**

- 6 Consumables and general costs have increased by \$301k, 29%. This is primarily for planning and policy consultants to support the delivery of the wider Parks and Recreation plan.

**Grants and subsidies**

- 7 Grants and subsidies have decreased by \$208k, -25%. The Predator Free NZ grant has been reduced by \$100k, as agreed by the Council as part of the 10 year plan 2018-28 and the Physio Pool underwriting of \$100k has been removed.

**FEES AND CHARGES**

- 8 Fees and charges for Cemeteries and Parks have generally increased by 3% (with some rounding). There has been no increase in fees for Aquatic Services. A copy of the Reserves and Recreational Facilities fees schedule is provided at Attachment B.

**SERVICE LEVELS**

- 9 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Reserves and Recreational Facilities Group in the 2019/20 year.
- 10 Staff are reviewing the most appropriate place to budget for public toilets and considering shifting the responsibility for managing public toilets to Property Services. Any budget shifts will occur prior to 1 July 2019.

**Signatories**

Author:	Robert West - Group Manager Parks and Recreation
Authoriser:	Sandy Graham - General Manager City Services

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Reserves and Recreational Facilities Draft 2019/20 Operating Budget	60
<a href="#">B</a>	Reserves and Recreational Facilities - Draft 2019/20 Fees and Charges Schedule	61

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality local infrastructure and public services in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities of the Reserves and Recreational Facilities Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability will be discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for Reserves and Recreational Facilities for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Reserves & Recreational Facilities Group  
**Income Statement**  
**for the Year Ended 30 June 2020**

<b>Actual</b>	<b>Budget</b>	<b>Draft Budget</b>	<b>Budget Inc (Dec)</b>	<b>Budget Inc (Dec)</b>
<b>2018</b>	<b>2019</b>	<b>2020</b>		
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>%</b>
<b>Revenue</b>				
25,211 Rates revenue	30,793	31,506	713	2%
5,137 External revenue	5,195	5,256	61	1%
502 Grants and subsidies operating	639	626	(13)	-2%
- Grants and subsidies capital	-	-	-	-
307 Contributions revenue	126	112	(14)	-11%
3 Internal revenue	9	-	(9)	-100%
<b>31,160 Total revenue</b>	<b>36,762</b>	<b>37,500</b>	<b>738</b>	<b>2%</b>
<b>Expenditure</b>				
6,678 Personnel costs	6,959	7,715	756	11%
15,569 Operations and maintenance	16,429	16,342	(87)	-1%
3,193 Occupancy costs	3,374	3,458	84	2%
1,745 Consumables and general	1,041	1,342	301	29%
428 Grants and subsidies	821	613	(208)	-25%
3,131 Internal charges	3,169	3,042	(127)	-4%
4,075 Depreciation	4,241	4,260	19	0%
728 Interest	728	728	-	0%
<b>35,547 Total expenditure</b>	<b>36,762</b>	<b>37,500</b>	<b>738</b>	<b>2%</b>
<b>(4,387) Net surplus/(deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Item 10**

**Attachment A**

## Reserves and Recreational Facilities Group Proposed Fees and Charges - 2019/20

Fee type	2018/19	2019/20	% change
<b>Aquatic Services</b>			
<b>Moana Pool - Casual Rates</b>			
Adult Swim	\$6.70	\$6.70	0.00%
Concession Swim	\$4.00	\$4.00	0.00%
Child Swim	\$3.00	\$3.00	0.00%
Family Swim	\$14.50	\$14.50	0.00%
Child – Clubcard holder	\$2.00	\$2.00	0.00%
Toddler Time	\$4.00	\$4.00	0.00%
School Swim	\$1.50	\$1.50	0.00%
External pre-employment swim test	\$10.40	\$10.40	0.00%
Spectator (free)	\$0.00	\$0.00	
<b>Moana Pool - Hydro Slide</b>			
Adult Swim and Slide	\$12.00	\$12.00	0.00%
Child Swim and Slide	\$6.70	\$6.70	0.00%
Concession Swim and Slide	\$8.30	\$8.30	0.00%
Family Swim and Slide	\$31.20	\$31.20	0.00%
<b>Moana Pool - Gym (includes swim)</b>			
Adult	\$13.50	\$13.50	0.00%
Concession	\$7.80	\$7.80	0.00%
Child (14yrs+)	\$6.70	\$6.70	0.00%
<b>Moana Pool - Group-fitness (includes swim)</b>			
Adult	\$6.70	\$6.70	0.00%
Concession	\$5.70	\$5.70	0.00%
Child (14yrs+)	\$5.70	\$5.70	0.00%
<b>Moana Pool - Premium Membership (Unlimited Gym/Swim &amp; Group Fitness)</b>			
Adult - 3 months	\$350.00	\$350.00	0.00%
Adult - 6 months	\$673.00	\$673.00	0.00%
Adult - 12 months	\$1,200.00	\$1,200.00	0.00%
Concession - 3 months	\$240.00	\$240.00	0.00%
Concession - 6 months	\$460.00	\$460.00	0.00%
Concession - 12 months	\$880.00	\$880.00	0.00%
<b>Moana Pool - multi-visit passes</b>			
Adult Swim (12)	\$66.30	\$66.30	0.00%
Adult Swim (30)	\$159.00	\$159.00	0.00%
Adult Group-fitness (12)	\$67.30	\$67.30	0.00%
Adult Group-fitness (30)	\$161.70	\$161.70	0.00%
Concession Swim (12)	\$39.40	\$39.40	0.00%
Concession Swim (30)	\$95.00	\$95.00	0.00%
Concession Group-fitness (12)	\$57.00	\$57.00	0.00%
Concession Group-fitness (30)	\$137.10	\$137.10	0.00%
Child Swim (12)	\$33.00	\$33.00	0.00%
Child Swim (30)	\$79.30	\$79.30	0.00%
Child Group-fitness (12)	\$57.00	\$57.00	0.00%
<b>Swim Memberships</b>			

Fee type	2018/19	2019/20	% change
Adult 6 Month Membership	\$253.00	\$253.00	0.00%
Adult 12 Month Membership	\$440.00	\$440.00	0.00%
Concession 6 Month Membership	\$152.00	\$152.00	0.00%
Concession 12 Month Membership	\$264.00	\$264.00	0.00%
Child 6 Month Membership	\$126.30	\$126.30	0.00%
Child 12 Month Membership	\$220.00	\$220.00	0.00%
Student Swim membership (from date of purchase for nine months)			
*membership sales available from 1st February to 31 March 2019	\$209.00	\$209.00	0.00%
<b>All Pool Passes (swim only)</b>			
Adult	\$503.00	\$503.00	0.00%
Child	\$282.00	\$282.00	0.00%
Concession	\$326.00	\$326.00	0.00%
<b>All Pool Passes (swim and gym)</b>			
Adult	\$854.00	\$854.00	0.00%
Concession	\$537.00	\$537.00	0.00%
Child 14yrs +	\$458.00	\$458.00	0.00%
<b>Moana Pool - Gym membership</b>			
Adult - 1 month membership	\$86.00	\$86.00	0.00%
Adult - 3 Month Membership	\$242.00	\$242.00	0.00%
Adult - 6 Month Membership	\$455.00	\$455.00	0.00%
Adult - 12 Month Membership	\$792.00	\$792.00	0.00%
Adult - Monthly direct debit membership	\$86.00	\$86.00	0.00%
Concession - 3 Month Membership	\$145.00	\$145.00	0.00%
Concession - 6 Month Membership	\$273.00	\$273.00	0.00%
Concession - 12 Month Membership	\$475.00	\$475.00	0.00%
Child (14 yrs+) - 3 Month Membership	\$121.00	\$121.00	0.00%
Child (14 yrs+) - 6 Month Membership	\$228.00	\$228.00	0.00%
Child (14 yrs+) - 12 Month Membership	\$397.40	\$397.40	0.00%
Student membership (from date of purchase for nine months)			
*membership sales available from 1st February to 31 March 2019	\$352.00	\$352.00	0.00%
<b>Hire (a refundable deposit applies to all hire items)</b>			
BBQ and gas for 2 hours	\$11.40	\$11.40	0.00%
Gym Towel (hire)	\$2.00	\$2.00	0.00%
Kayak (hire)	\$2.60	\$2.60	0.00%
Kayak and Spray Skirt (hire)	\$6.20	\$6.20	0.00%
Refundable Deposit for hire items	\$20.00	\$20.00	0.00%
Swim Togs (hire)	\$6.20	\$6.20	0.00%
Towel (hire)	\$6.20	\$6.20	0.00%
<b>Lane usage fee for recognised user groups during peak times at Moana Pool</b>			
Lane hire per hour for each lane (up to 6 lanes)	\$2.20	\$2.20	0.00%
Lane hire per hour for each lane over a total of 6 lanes	\$10.90	\$10.90	0.00%
Group activity - lanes barriers removed (use of half pool per hour)	\$10.90	\$10.90	0.00%
<b>Moana Pool Hire (per hour)</b>			
25m pools (includes competitor pool entry) - Pool hire per hour	\$140.80	\$140.80	0.00%
50m pool (includes competitor pool entry) - Pool hire per hour	\$282.00	\$282.00	0.00%
Additional lifeguard/pool staff per hour (2 hour minimum) - Pool hire per hour	\$31.20	\$31.20	0.00%
Dive/lap pool (includes competitor pool entry) - Pool hire per hour	\$106.00	\$106.00	0.00%
Learners pool (excludes pool entry) - Pool hire per hour	\$56.00	\$56.00	0.00%

Fee type	2018/19	2019/20	% change
Old Dive Pool (excludes pool entry) - Pool hire per hour	\$39.20	\$39.20	0.00%
Per 25m lane (excludes pool entry) - Pool hire per hour	\$18.40	\$18.40	0.00%
School Swimming sports 25m (includes pool entry) - Pool hire per hour	\$70.40	\$70.40	0.00%
School Swimming sports 50m (includes pool entry) - Pool hire per hour	\$140.80	\$140.80	0.00%
Spectator (free)	\$0.00	\$0.00	
Old Dive Pool before 8am (excludes pool entry) - Pool hire per hour (free)	\$0.00	\$0.00	
<b>Meeting Room Hire</b>			
Birthday Party room hire per hour	\$17.20	\$17.20	0.00%
Corner meeting room all day hire	\$156.00	\$156.00	0.00%
Corner meeting room per hour	\$31.20	\$31.20	0.00%
Poolside meeting room all day hire	\$117.00	\$117.00	0.00%
Poolside meeting room per hour	\$22.40	\$22.40	0.00%
<b>Group Booking Rates - Group Fitness</b>			
Private Group Fitness Class School (includes Instructor)	\$82.60	\$82.60	0.00%
Private Group Fitness Class (includes Instructor)	\$87.60	\$87.60	0.00%
<b>Group Booking Rates - Schools (primary/secondary) and Holiday</b>			
Child entry per head	\$1.50	\$1.50	0.00%
Child entry per head swim and slide	\$4.70	\$4.70	0.00%
Kayaks – school group hire (excludes pool entry)	\$16.60	\$16.60	0.00%
Kayak Spray Skirt - school group hire (excludes pool entry)	\$16.60	\$16.60	0.00%
<b>Group Booking Rates - Birthday parties and other group bookings</b>			
Child entry per head swim and slide	\$4.70	\$4.70	0.00%
Child entry per head	\$1.50	\$1.50	0.00%
Adult entry per head	\$4.00	\$4.00	0.00%
Adult entry per head swim and slide	\$8.30	\$8.30	0.00%
Birthday child (free)	\$0.00	\$0.00	
<b>Swim School - Lessons</b>			
Babies (10 weeks)	\$69.70	\$69.70	0.00%
Baby lessons introductory talk	\$10.40	\$10.40	0.00%
Pre-schoolers (10 weeks)	\$122.00	\$122.00	0.00%
School age children (10 weeks)	\$122.00	\$122.00	0.00%
Private Lessons (30 minutes duration)	\$34.30	\$34.30	0.00%
Private Lessons (20 minutes duration)	\$21.80	\$21.80	0.00%
School holiday lessons x 5 lessons	\$61.30	\$61.30	0.00%
Mosgiel Pre-school and school age children (10 lesson block)	\$100.00	\$100.00	0.00%
Waikouaiti Babies lessons per lesson	\$6.00	\$6.00	0.00%
Waikouaiti preschoolers lessons per lesson	\$10.00	\$10.00	0.00%
Adult \$18.70 per lesson x 5	\$93.50	\$93.50	0.00%
Just swim for you (10 lesson block)	\$85.00	\$85.00	0.00%
<b>Swim School - Lessons for Schools</b>			
20 minute lesson 1:5 ratio – per child	\$4.10	\$4.10	0.00%
30 minute lesson 1:10 ratio – per child	\$3.70	\$3.70	0.00%
30 minute lesson 1:6 ratio – per child	\$6.20	\$6.20	0.00%
30 minute lesson 1:8 ratio – per child	\$4.70	\$4.70	0.00%
Home School Groups (10 lesson block)	\$119.60	\$119.60	0.00%
School – Special Needs (10 lesson block)	\$131.00	\$131.00	0.00%
<b>Swim School - Lessons for Schools at Pools other than Moana</b>			
20 minute lesson 1:6 ratio – per child	\$4.80	\$4.80	0.00%

Fee type	2018/19	2019/20	% change
30 minute lesson 1:6 ratio– per child	\$7.30	\$7.30	0.00%
30 minute lesson 1:8 ratio– per child	\$5.40	\$5.40	0.00%
30 minute lesson 1:10 ratio– per child	\$4.30	\$4.30	0.00%
<b>Mosgiel Pool and Port Chalmers Pool - Casual Rates</b>			
Adult	\$4.00	\$4.00	0.00%
Child	\$3.00	\$3.00	0.00%
Concession	\$3.60	\$3.60	0.00%
Family Swim	\$10.40	\$10.40	0.00%
Toddler Time	\$4.00	\$4.00	0.00%
Schools per pupil	\$1.00	\$1.00	0.00%
<b>Mosgiel Pool and Port Chalmers Pool - multi-visit passes</b>			
Adult 12 swim	\$36.40	\$36.40	0.00%
Concession 12 swim	\$30.60	\$30.60	0.00%
Child 12 swim	\$24.90	\$24.90	0.00%
<b>Mosgiel Pool - season tickets (7 months)</b>			
Adult	\$154.40	\$154.40	0.00%
Concession	\$105.00	\$105.00	0.00%
<b>Mosgiel Pool - season ticket (7 months)</b>			
Child	\$99.30	\$99.30	0.00%
Family	\$253.70	\$253.70	0.00%
Each extra child	\$18.70	\$18.70	0.00%
<b>Port Chalmers - season ticket (6 months)</b>			
Adult	\$126.80	\$126.80	0.00%
Child	\$68.60	\$68.60	0.00%
Concession	\$68.60	\$68.60	0.00%
Family	\$187.70	\$187.70	0.00%
Each extra child	\$17.60	\$17.60	0.00%
<b>Mosgiel and Port Chalmers Pools - Pool Hire</b>			
Pool Hire per hour (min 2 hours, includes lifeguard, excludes pool entry)	\$98.80	\$98.80	0.00%
<b>St Clair Hot Salt Water Pool - Casual Rates</b>			
Adult	\$6.70	\$6.70	0.00%
Child	\$3.00	\$3.00	0.00%
Concession	\$4.00	\$4.00	0.00%
Toddler Time	\$4.00	\$4.00	0.00%
Schools per pupil	\$1.50	\$1.50	0.00%
Family	\$14.50	\$14.50	0.00%
<b>St Clair Hot Salt Water Pool - multi-visit tickets</b>			
Adult 12 swim	\$66.50	\$66.50	0.00%
Concession 12 swim	\$39.50	\$39.50	0.00%
Child 12 swim	\$33.20	\$33.20	0.00%
<b>St Clair Hot Salt Water Pool - season ticket (6 months)</b>			
Adult	\$220.40	\$220.40	0.00%
Child	\$93.60	\$93.60	0.00%
Concession	\$121.00	\$121.00	0.00%
Family	\$441.40	\$441.40	0.00%
Each extra child	\$33.20	\$33.20	0.00%
<b>St Clair Hot Salt Water Pool - pool hire</b>			
Pool Hire per hour (min 2 hours, includes 2 lifeguards, excludes pool entry)	\$135.00	\$135.00	0.00%
<b>Cemeteries and Crematorium</b>			



Fee type	2018/19	2019/20	% change
<b>Cemeteries - Allanton, Andersons Bay, Dunedin City, Green Park, Portobello, Broad Bay, Macandrew Bay, Northern, Southern, Green Island, Port Chalmers, West Taieri, East Taieri and Waikouaiti</b>			
Burial Rights (plot purchase)	\$2,207.00	\$2,273.00	2.99%
Burial Rights (plot purchase) – Children Under 10 Years (Green Park and East Taieri)	\$1,110.00	\$1,143.00	2.97%
Burial Rights (plot purchase) (Roman Catholic Sisters – Andersons Bay only)	\$1,648.00	\$1,697.00	2.97%
Burial Rights (plot purchase)(Green Park Natural Burial site only)	\$2,207.00	\$2,273.00	2.99%
Exhumation	\$2,933.00	\$3,021.00	3.00%
Exhumation – Children Under 10 Years (all cemeteries)	\$1,970.00	\$2,029.00	2.99%
Interments	\$1,636.00	\$1,636.00	0.00%
Interments – Children Under 10 Years (all cemeteries)	\$1,076.00	\$1,108.00	2.97%
Service (maintenance) Fee	\$892.00	\$919.00	3.03%
<b>Cemeteries - Hindon, Otokia, Waitati, Middlemarch and Purakanui</b>			
Burial Rights (plot purchase)	\$746.00	\$768.40	3.00%
Exhumation	\$2,914.00	\$3,001.40	3.00%
Interments	\$1,636.00	\$1,636.00	0.00%
Service (maintenance) Fee	\$746.00	\$768.40	3.00%
<b>All Cemeteries</b>			
Monumental Permit	\$81.00	\$83.40	2.96%
Attach a plaque	\$16.50	\$17.00	3.03%
<b>Cremations</b>			
Crematorium Fee	\$943.00	\$971.30	3.00%
Saturday and Public Holidays	\$1,132.00	\$1,166.00	3.00%
Children Under 10 years	\$167.00	\$172.00	2.99%
Babies Under 48 Hours	\$31.00	\$32.00	3.23%
Pathology and Mortuary Department Remains	\$592.00	\$609.80	3.01%
Children Under 10 years Saturday and Public Holidays	\$226.50	\$233.30	3.00%
<b>Chapel Hire (per hour)</b>			
Weekdays	\$180.00	\$185.40	3.00%
Saturdays and Public Holidays	\$261.00	\$268.80	2.99%
<b>Post-Cremation Services</b>			
Ash Beam Purchase	\$261.00	\$268.80	2.99%
Ash Beam Purchase – Waikouaiti (includes Metal Flower Container)	\$342.00	\$352.30	3.01%
Ash Disinterment Fee	\$197.50	\$203.40	2.99%
Inter in Family Plot, Ash Beam, Family Ash Plot, Soldiers Plot or Child's Plot	\$167.00	\$172.00	2.99%
Placement of Plaque in Court of Reflections (150 x 100 mm)	\$94.50	\$97.30	2.96%
Purchase of Family Ash Plot	\$527.00	\$542.80	3.00%
Scatter – Andersons Bay, Rose Garden	\$81.00	\$83.40	2.96%
Service Fee for Ash Burials	\$226.50	\$233.30	3.00%
<b>Columbarium Wall</b>			
Placement of Ashes - Columbarium Wall	\$185.00	\$190.60	3.03%
Price per Niche - Columbarium Wall	\$218.00	\$224.50	2.98%
<b>Book of Remembrance</b>			
Entry in Book of Remembrance (per time)	\$94.50	\$97.30	2.96%
<b>Parks and Recreation – Sportsgrounds</b>			
<b>Sportsgrounds – Winter Codes (Rugby, Rugby League, Hockey, Soccer)</b>			

Fee type	2018/19	2019/20	% change
Casual Touch Sevens (per ground) per day	\$39.70	\$40.90	3.02%
Tahuna Park 1, Caledonian, University Oval 1 (per ground, per day, with facilities) - Enclosed Fields	\$295.70	\$304.60	3.01%
Tahuna Park 2 (per ground, per day, with facilities) - Enclosed Fields	\$150.10	\$154.60	3.00%
Touch Marked field with facilities (per season)	\$489.80	\$504.50	3.00%
Union Street Pavilion Facilities only (per change room per hour)	\$19.80	\$20.40	3.03%
Unenclosed Fields With facilities (per season)	\$1,768.60	\$1,821.60	3.00%
Unenclosed Fields Without facilities (per season)	\$988.60	\$1,018.20	2.99%
Unenclosed Fields With facilities (per day)	\$150.10	\$154.60	3.00%
Unenclosed Fields Without facilities (per day)	\$82.80	\$85.30	3.02%
Training use only for schools (free)	\$0.00	\$0.00	
<b>Sportsgrounds – Summer Codes (Cricket, Athletics, Softball, Marching)</b>			
Athletics Caledonian Track and Ground Enclosed ground competition use	\$181.00	\$186.00	2.76%
Athletics Caledonian Track and Ground Enclosed ground competition use (primary, intermediate and secondary schools or junior club rate)	\$87.10	\$89.70	2.99%
Athletics Caledonian Track and Ground Enclosed ground practice use (per hour)	\$107.00	\$110.00	2.80%
Athletics Caledonian Track and Ground Enclosed ground practice use (primary, intermediate and secondary schools or junior club rate)	\$55.10	\$56.70	2.90%
Out of season play including marking out, erecting and removing goal posts (per field)	\$620.10	\$638.70	3.00%
Pre and Post season games all codes With facilities	\$162.10	\$167.00	3.02%
Pre and Post season games all codes Without facilities	\$89.30	\$92.00	3.02%
Dunedin Cricket First class pitch, per season	\$3,046.30	\$3,137.70	3.00%
Dunedin Cricket Artificial wicket, per season	\$760.20	\$783.00	3.00%
Dunedin Cricket Senior pitch, unenclosed, per day	\$252.70	\$260.30	3.01%
Dunedin Cricket Artificial wicket, per day	\$48.50	\$50.00	3.09%
Otago Cricket Hire of change rooms (for the first two hours - minimum charge)	\$32.00	\$33.00	3.13%
Otago Cricket Hire of international practice strips (per hour/per strip)	\$61.80	\$63.60	2.91%
Otago Cricket Hire of international practice strips (full day hire/per strip)	\$188.60	\$194.20	2.97%
Otago Cricket Logan Park (Union Street Pavilion), per hour	\$19.50	\$20.00	2.56%
Otago Cricket Logan Park 1, Practice, per full day	\$75.00	\$77.20	2.93%
Otago Cricket Logan Park 1, Practice, per half day	\$39.30	\$40.50	3.05%
Otago Cricket Logan Park 1, Practice, per hour	\$9.40	\$9.70	3.19%
Softball Field without marking, per season	\$990.70	\$1,020.40	3.00%
Softball Field without marking, per day	\$66.20	\$68.20	3.02%
Athletics Marked 400m grass track (per season)	\$797.60	\$821.50	3.00%
Athletics Unmarked 1 hectare area (per season)	\$990.70	\$1,020.40	3.00%
Athletics Unmarked 1 hectare area (per day)	\$49.70	\$51.20	3.02%
Archery Use per hectare (per season)	\$990.70	\$1,020.40	3.00%
Marching Unmarked 1 hectare area (per day)	\$66.20	\$68.20	3.02%
Dunedin Cricket Other pitch, per season	\$2,463.80	\$2,537.70	3.00%
Dunedin Cricket Primary, intermediate and secondary schools (free)	\$0.00	\$0.00	
Otago Cricket Hire of change rooms (per hour after first two hours)	\$16.60	\$17.70	6.63%
<b>Gymnasium</b>			
Competition per hour	\$67.20	\$69.20	2.98%

Fee type	2018/19	2019/20	% change
Practice per hour	\$43.00	\$44.30	3.02%
Child's rate	\$9.90	\$10.20	3.03%
Change and showers only per hour	\$19.80	\$20.40	3.03%
Kitchen and committee rooms per hour	\$19.80	\$20.40	3.03%
After hours call out fee	\$48.50	\$50.00	3.09%
<b>Parks and Recreation – Facilities</b>			
<b>Chingford Stables</b>			
Facility use per hour	\$25.30	\$26.00	2.77%
Functions (from 5.00pm to 11.00pm) – includes security patrol	\$282.50	\$291.00	3.01%
<b>Stalls (including The Octagon)</b>			
Lowering and raising of bollards in The Octagon	\$26.80	\$27.60	2.99%
Single for profit stall (per stall, per day or part thereof)	\$62.90	\$64.80	3.02%
Single not for profit stall (per stall, per day or part thereof)	\$34.20	\$35.20	2.92%
<b>Marina</b>			
Deborah Bay Marina – Berth (annual fee)	\$1,454.10	\$1,497.70	3.00%
<b>Event Use</b>			
Enclosed grounds (per day)	\$531.80	\$547.70	2.99%
Unenclosed ground (per day)	\$489.80	\$504.50	3.00%
Bonds are negotiable from \$200, depending on event size, area and numbers	\$200.00	\$206.00	3.00%

## ECONOMIC DEVELOPMENT - 2019/20 DRAFT BUDGET

Department: Enterprise Dunedin

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for Economic Development, and includes the following activities:
  - Destination Dunedin
  - Economic Development
  - Dunedin i-Site Visitor Centre (Visitor Centre).

### RECOMMENDATIONS

That the Committee:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 draft operating budget for the Economic Development Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Economic Development as shown/amended at Attachment B.

### OPERATING BUDGETS

#### Revenue

##### *External revenue*

- 2 External revenue has decreased by \$87k, -7%. This is a result of reduced partner funding for Study Dunedin and the NZ Consumer and Australia Trade/Consumer areas. This reduction in income is offset by a reduction in associated expenses.

#### Expenditure

##### *Personnel costs*

- 3 Personnel costs have increased by \$103k, 4%. This incorporates a general salary increase and an increase in full time equivalent (FTE) of 0.5. Provision is made for a Consumer and Brand Marketing Advisor (offset by savings in operations and maintenance costs) and 0.5 FTE has been transferred from Enterprise Dunedin to the Ara Toi activity.

**Operations and maintenance**

- 4 Operations and maintenance costs have decreased by \$44k, -2%. The main decrease is due to the scheduled reduction in Smart City funding of \$100k and reduced expenditure due to reduction in partner funding revenue and the appointment of the Consumer and Brand Marketing Advisor. The reduction has been offset by the transfer from Reserves and Recreational Facilities of the DVML service level agreement payment for event attraction of \$400k. The decrease is also attributed to recategorisation of expenses to the Consumables and General costs area.

**Consumables and general costs**

- 5 Consumables and general costs have increased by \$192k, 22%. Expenses associated with attendance of tourism related events have been more accurately categorised resulting in increases in travel, subscriptions, registration fees, advertising/promotions and related reduction in other contracted services (which sits in the Operations and Maintenance area).

**FEES AND CHARGES**

- 6 Fees and charges for Economic Development have not been changed. A copy of the fees schedule for Economic Development is provided at Attachment B.

**SERVICE LEVELS**

- 7 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Economic Development Group in the 2019/20 year.

**Signatories**

Author:	John Christie - Director Enterprise Dunedin
Authoriser:	Sue Bidrose - Chief Executive Officer

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Economic Development - Draft 2019/20 Operating Budget	71
<a href="#">B</a>	Economic Development - Draft 2019/20 Fees and Charges Schedule	72

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality local infrastructure in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities in the Economic Development Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability will be discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for the Economic Development Group for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Economic Development Group  
**Income Statement**  
**for the Year Ended 30 June 2020**

Actual	Budget	Draft Budget	Budget Inc (Dec)	Budget Inc (Dec)
2018	2019	2020		
\$000	\$000	\$000	\$000	%
<b>Revenue</b>				
4,805 Rates revenue	5,144	5,547	403	8%
1,181 External revenue	1,220	1,133	(87)	-7%
- Grants and subsidies operating	-	-	-	-
- Grants and subsidies capital	-	-	-	-
- Contributions revenue	-	-	-	-
3 Internal revenue	2	3	1	50%
<b>5,989 Total revenue</b>	<b>6,366</b>	<b>6,683</b>	<b>317</b>	<b>5%</b>
<b>Expenditure</b>				
2,545 Personnel costs	2,584	2,687	103	4%
1,202 Operations and maintenance	1,777	1,733	(44)	-2%
11 Occupancy costs	16	23	7	44%
1,111 Consumables and general	883	1,075	192	22%
- Grants and subsidies	-	-	-	-
1,045 Internal charges	1,086	1,108	22	2%
51 Depreciation	20	57	37	185%
- Interest	-	-	-	-
<b>5,965 Total expenditure</b>	<b>6,366</b>	<b>6,683</b>	<b>317</b>	<b>5%</b>
<b>24 Net surplus/(deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Economic Development Group  
**Proposed Fees and Charges - 2019/20**

Fee type	2018/19	2019/20	% change
<b>Economic Development</b>			
<b>Film Permit Fee</b>			
Fee for a permit to conduct commercial film activity in public places (per day)	\$500.00	\$500.00	0.00%
Fee for a permit to conduct commercial film activity in public places (per half day)	\$250.00	\$250.00	0.00%

**Item 11**

**Attachment B**



## LIBRARIES AND MUSEUMS - 2019/20 DRAFT BUDGET

Department: Ara Toi

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Libraries and Museums Group, and includes the following activities:
  - Ara Toi (a newly established activity to deliver the Ara Toi strategy)
  - Dunedin Public Art Gallery (DPAG)
  - Dunedin Public Libraries (Libraries)
  - Olveston
  - Otago Museum levy
  - Toitū Otago Settlers Museum (Toitū), including the Dunedin Chinese Garden.

### RECOMMENDATIONS

That the Committee:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Libraries and Museums Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Dunedin Public Art Gallery, Libraries, Olveston, Toitū Otago Settlers Museum and Dunedin Chinese Garden as shown/amended at Attachment B.

### OPERATING BUDGETS

#### Expenditure

##### *Personnel costs*

- 2 Personnel costs have increased by \$326k, 3%. The increase provides for a salary increase and an increase in full time equivalent staff (FTE) by 2.5 due to the transfer of 2.0 FTE from Community Development and Events and 0.5 FTE from Enterprise Dunedin.

##### *Operations and maintenance*

- 3 Operations and maintenance costs have increased by \$163k, 13%. The main increases relate to DPAG conservation costs, libraries equipment repairs and supporting philanthropy workshop delivery. This has been offset by a reduction of Olveston ground maintenance costs, conservation costs at Toitū and no costs for the Chinese Garden 10 year celebrations.

#### ***Consumables and general costs***

- 4 Consumable and general costs have increased by \$156k, 13%. The main increases are for research and administration costs for Ara Toi and costs for visiting artists.

#### ***Grants and subsidies***

- 5 The budget for the Otago Museum has increased by \$142k, 3% to \$4.3 million. This includes a general increase to the levy and the first of two annual grants of \$76k towards the Otago Museum's Tangata Whenua Gallery redevelopment as agreed by the Council as part of the 10 year plan 2018-28. The final year of the Discovery World grants of \$75k were in 2018/19. There is a separate report on a funding request from the Otago Museum for Council's consideration.

#### ***Depreciation***

- 6 Depreciation has decreased by \$245k, -14%. Depreciation is reduced in Libraries and Toitū by \$422k due to equipment being fully depreciated. Olveston now incurs depreciation resulting in an increase of \$164k.

### **FEES AND CHARGES**

- 7 Some fees and charges for Olveston, DPAG, Toitū and Libraries have increased and others have remained the same, such as the Dunedin Chinese Garden. A copy of the fees schedule for the Libraries and Museums Group is provided at Attachment B.

### **SERVICE LEVELS**

- 8 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Libraries and Museums Group in the 2019/20 year.

### **Signatories**

Author:	Nick Dixon - Group Manager Ara Toi
Authoriser:	Simon Pickford - General Manager Community Services

### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓ A</a>	Libraries and Museums - Draft 2019/20 Operating Budget	76
<a href="#">↓ B</a>	Libraries and Museums - Draft 2019/20 Fees and Charges Schedule	77

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality public services in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities of the Libraries and Museums Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability will be discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for Libraries and Museums for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Libraries and Museums Group  
**Income Statement**  
**for the Year Ended 30 June 2020**

<b>Actual</b>	<b>Budget</b>	<b>Draft Budget</b>	<b>Budget Inc (Dec)</b>	<b>Budget Inc (Dec)</b>
<b>2018</b>	<b>2019</b>	<b>2020</b>		
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>%</b>
<b>Revenue</b>				
23,965 Rates revenue	24,734	25,295	561	2%
2,060 External revenue	1,915	2,047	132	7%
380 Grants and subsidies operating	286	300	14	5%
- Grants and subsidies capital	-	-	-	-
- Contributions revenue	-	-	-	-
16 Internal revenue	17	18	1	6%
<b>26,421 Total revenue</b>	<b>26,952</b>	<b>27,660</b>	<b>708</b>	<b>3%</b>
<b>Expenditure</b>				
9,825 Personnel costs	9,929	10,255	326	3%
1,038 Operations and maintenance	1,227	1,390	163	13%
1,177 Occupancy costs	1,394	1,428	34	2%
1,213 Consumables and general	1,178	1,334	156	13%
4,036 Grants and subsidies	4,146	4,288	142	3%
6,347 Internal charges	6,374	6,506	132	2%
1,925 Depreciation	1,765	1,520	(245)	-14%
938 Interest	939	939	-	0%
<b>26,499 Total expenditure</b>	<b>26,952</b>	<b>27,660</b>	<b>708</b>	<b>3%</b>
<b>(78) Net surplus/(deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Item 12**

**Attachment A**

## Libraries and Museums Group Proposed Fees and Charges - 2019/20

Fee type	2018/19	2019/20	% change
<b>Chinese Garden</b>			
<b>Chinese Garden Admission</b>			
Adult Admission	\$9.50	\$9.50	0.00%
Child (under 13 years with Adult)	\$0.00	\$0.00	
Adult Season Ticket	\$21.00	\$21.00	0.00%
Adult Season Ticket renewal	\$18.00	\$18.00	0.00%
Guided Tour	\$21.00	\$21.00	0.00%
Student or Beneficiary	\$6.50	\$6.50	0.00%
Student or Beneficiary Season Ticket	\$15.50	\$15.50	0.00%
Student or Beneficiary Season Ticket Renewal	\$12.50	\$12.50	0.00%
Acoustiguide Audio Tour (Handheld Unit Hire free)	\$0.00	\$0.00	
<b>Hire of Chinese Garden Facilities</b>			
By negotiation depending on the individual requirement for the hirer			
<b>Dunedin Public Art Gallery</b>			
<b>Dunedin Public Art Gallery Admission</b>			
Admission (free)	\$0.00	\$0.00	
Special exhibition entry charges will vary depending on the exhibition			
Group tours by arrangement, cost negotiable.			
<b>Venue hire (excludes GST)</b>			
Donaghys Foyer - cocktails for up to 3 hours	\$950.00	\$990.00	4.21%
Donaghys Foyer - dinner for up to 7 hours	\$1,575.00	\$1,675.00	6.35%
ODT Gallery - daytime rate	\$475.00	\$490.00	3.16%
ODT Gallery - evening rate (first three hours)	\$475.00	\$490.00	3.16%
ODT Gallery - evening rate (per hour after 3 hours)	\$110.00	\$120.00	9.09%
Conference Room - daytime rate	\$325.00	\$345.00	6.15%
Conference Room - evening rate (first three hours)	\$375.00	\$395.00	5.33%
Conference Room - evening rate (per hour after 3 hours)	\$110.00	\$120.00	9.09%
Auditorium - daytime rate	\$325.00	\$345.00	6.15%
Auditorium - evening rate (first three hours)	\$375.00	\$395.00	5.33%
Auditorium - evening rate (per hour after 3 hours)	\$110.00	\$120.00	9.09%
Security and staff costs (per hour)	\$38.00	\$60.00	57.89%
Facilities / technician support (per hour)	\$38.00	\$60.00	57.89%
Weddings - by negotiation depending on the individual requirement for the hirer			
<b>Libraries</b>			
<b>Libraries</b>			
City Library parking (per hour)	\$2.00	\$2.00	0.00%
Create and supply digital image, per image	\$30.00	\$35.00	16.67%
Holds charge (per item)	\$1.50	\$1.50	0.00%
Holds Voucher Pack (6 Holds vouchers)	\$6.00	\$6.00	0.00%
Inter-loan (plus any additional charges over the standard fee)	\$10.00	\$10.00	0.00%
Membership card replacement (Adult)	\$4.00	\$4.00	0.00%
Membership card replacement (Child)	\$2.00	\$2.00	0.00%
Non-residential membership (per family per year)	\$140.00	\$150.00	7.14%
Overdue (per item, per day, Adult)	\$0.50	\$0.50	0.00%
Overdue Hot Picks (per item, per day, Adult)	\$1.00	\$1.00	0.00%
Photocopying (black and white, A3, per copy)	\$0.30	\$0.30	0.00%
Photocopying (black and white, A4, per copy)	\$0.20	\$0.20	0.00%

Fee type	2018/19	2019/20	% change
Photocopying (colour, A3, per copy)	\$2.00	\$2.00	0.00%
Photocopying (colour, A4, per copy)	\$1.00	\$1.00	0.00%
Research enquiries undertaken by staff (per hour)	\$65.00	\$70.00	7.69%
Send facsimile (local), per fax	\$0.50	\$0.50	0.00%
Send facsimile (national), per fax	\$1.00	\$1.00	0.00%
Send facsimile (international), per fax	\$1.50	\$1.50	0.00%
<b>Loss and damage charges</b>			
Item/Debt recovery charge (per referral). Collection agencies may levy additional charges.	\$15.00	\$15.00	0.00%
Overdue/Account charge per lost item (Adult)	\$7.50	\$7.50	0.00%
Overdue/Account charge per lost item (Child)	\$2.50	\$2.50	0.00%
Processing Fee per item	\$10.00	\$10.00	0.00%
<b>Rentals</b>			
DVDs (1 week loan)	\$2.00	\$2.00	0.00%
DVDs (2 week loan)	\$4.00	\$4.00	0.00%
Hot Picks Books (two week loan)	\$5.00	\$5.00	0.00%
Hot Picks DVDs (one week loan)	\$4.00	\$4.00	0.00%
Hot Picks Magazines (one week loan)	\$2.50	\$2.50	0.00%
Hot Picks Voucher Pack (6 Hot Picks vouchers)	\$25.00	\$25.00	0.00%
<b>Room Hire - Meeting Room, Blueskin Bay Library</b>			
Charges vary from \$15.00 for first hour, \$10.00 thereafter, up to \$60.00			
No charge for individuals or groups who are unfunded or provide a community service	\$0.00	\$0.00	
<b>Room Hire - Downes Room, Mosgiel Library</b>			
Charges vary from \$15.00 for first hour, \$10.00 thereafter, up to \$60.00			
No charge for individuals or groups who are unfunded or provide a community service	\$0.00	\$0.00	
<b>Room Hire - Dunningham Suite, City Library</b>			
Full Suite (full day)	\$300.00	\$300.00	0.00%
Full Suite (half day)	\$200.00	\$200.00	0.00%
Kitchen (half day)	\$50.00	\$50.00	0.00%
Security Guard Service (After 8pm Monday – Friday, before 11am and after 4pm Saturday/Sunday) per hour	\$40.00	\$40.00	0.00%
Small Meeting Room (full day)	\$150.00	\$150.00	0.00%
Small Meeting Room (half day)	\$80.00	\$80.00	0.00%
Wedding Booking (includes full day for event, plus 2 half days for set up and clean up. Does not include security guard service)	\$750.00	\$750.00	0.00%
<b>Olveston</b>			
<b>Retail /Free independent traveller (FIT) guided tour</b>			
Adult	\$22.00	\$23.00	4.55%
Child	\$12.00	\$13.00	8.33%
Group (10+)	\$17.00	\$18.00	5.88%
Local	\$17.00	\$18.00	5.88%
Concession (friends, students, seniors)	\$20.00	\$22.00	10.00%
<b>Family</b>			
2 adults and up to 3 children	\$68.00	\$75.00	10.29%
Additional adults	\$17.00	\$18.00	5.88%
Additional children	\$12.00	\$13.00	8.33%
<b>1 hour guided tour followed by croquet and tea and biscuits</b>			
Additional adults	\$30.00	\$35.00	16.67%
Additional children	\$30.00	\$35.00	16.67%

Fee type	2018/19	2019/20	% change
For up to 4 people	\$120.00	\$140.00	16.67%
<b>1 hour tour with high tea (for groups of 10 or more)</b>			
Servants' Tea per person	\$30.00	\$32.00	6.67%
Devonshire Tea per person	\$35.00	\$37.50	7.14%
Edwardian High Tea per person	\$40.00	\$45.00	12.50%
<b>2 hour VIP private access tours</b>			
Adult RRP	\$85.00	\$90.00	5.88%
Adult wholesale	\$65.00	\$70.00	7.69%
<b>Garden tours (minimum group 8pax)</b>			
Adult	\$22.00	\$23.00	4.55%
Child	\$12.00	\$13.00	8.33%
<b>Education groups</b>			
Adult	\$17.00	\$18.00	5.88%
Primary student	\$9.00	\$10.00	11.11%
Secondary student	\$11.00	\$12.00	9.09%
Tertiary student	\$14.00	\$15.00	7.14%
<b>2 hour Tours, Special Interest, Art Tours, Embroidery etc. (minimum group 8pax)</b>			
Adult	\$38.00	\$40.00	5.26%
Child	\$22.00	\$25.00	13.64%
Local	\$32.00	\$36.00	12.50%
Concession (friends, student, seniors)	\$32.00	\$36.00	12.50%
Group (8+)	\$32.00	\$36.00	12.50%
<b>Walking tour around Royal Terrace neighbourhood</b>			
Adult	\$22.00	\$23.00	4.55%
Child	\$12.00	\$13.00	8.33%
Group of 8 or more	\$17.00	\$18.00	5.88%
<b>Toitū Otago Settlers Museum</b>			
<b>Toitū Otago Settlers Museum</b>			
Admission	\$0.00	\$0.00	
Archives	\$12.50	\$13.00	4.00%
Archive/Collection queries first half hour free, then charge per half hour	\$31.00	\$60.00	93.55%
Group tours by arrangement, cost negotiable.			

## OTAGO MUSEUM FUNDING REQUEST

Department: Ara Toi

### EXECUTIVE SUMMARY

- 1 This report provides a summary of the Otago Museum's request for an adjustment to the Museum's 2019-20 Funding Levy to \$4.838 million. The request is a 12% increase on the 2019 Budget.
- 2 The Museum has also requested that the DCC provide future annual Levy increases in line with inflation, as opposed to the annual 3% Funding Levy proposed for 2019-20. The Museum has further flagged, but not signalled a specific amount, for capital expenditure assistance on larger compliance projects and some gallery developments.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Otago Museum's funding request, correspondence and 2019-20 Draft Annual Plan.
- b) **Notes** that staff will work with the Otago Museum on options for funding and report back to Council in time to inform deliberations for the Annual Plan.

### BACKGROUND

- 3 The Otago Museum is one of Otago's leading experiences for visitors and locals, with more than 350,000 visitors in the year 2017-18. The Museum's vision is "to inspire wonder and curiosity about nature, culture and science in all people."
- 4 The Museum's strategic goals, as outlined in the Museum's 2019-20 Draft Annual Plan, are to maintain a world-class collection; engage with community and stakeholders to inspire lifelong learning; and to business sustainability (including securing and future-proofing the Museum's financial position and business model).

### Otago Museum funding arrangement

- 5 The Otago Museum Trust Board is a legal entity established under the Otago Museum Trust Board Act (1996). This Act requires the DCC to provide two functions:
  - a) Serve as an appointment body and select four Board members to the Otago Museum Trust Board.
  - b) To make an annual payment to the Otago Museum (known as the Otago Museum Levy).
- 6 Schedule 2 of the Act provides an apportionment to the Museum by each contributing authority; Central Otago District Council; Clutha District Council; and Waitaki District



Council. The DCC provides the remainder of the Levy, which generally amounts to over 90% of the annual local government funding contribution.

### Current DCC funding for arts and culture

- 7 The table below shows the DCC's grant history, current and year on year levels of funding for the Museum, and the rate of inflation.

<b>Grant History</b>	<b>2015/16 Actual \$000</b>	<b>2016/17 Actual \$000</b>	<b>2017/18 Actual \$000</b>	<b>2018/19 Actual \$000</b>	<b>2019/20 Draft \$000</b>	<b>% Incr. 5 Years</b>
DCC Grant	3,924	3,924	4,001	4,111	4,253	8.4%
Annual Increase in DCC grant %		0.0%	2.0%	2.9% (2% plus 0.9% Clutha share)	3.5%	8.4% (7.5% excl. Clutha share)
CPI % (BERL 2018 Update)		1.4%	1.5%	1.7%	1.7%	6.3%

## DISCUSSION

### Museum's funding request and financial position

- 8 The Museum is requesting a 12% Levy increase to \$4.838 million, which the Museum believes will restore baseline funding to a level that covers the cost of core Museum operations including collections care and visitor services. The Museum plans to use a Levy increase to ensure continuation of a \$400k surplus typically used to cover general operational capital expenditure. The surplus for this year has been exhausted due mainly to increased staffing costs and other factors at point 12 below.
- 9 It is of note that the Otago Museum Trust Board Act (1996) specifies contributing Councils must pay a Levy based on a budget adopted by the Museum's Board e.g. if a Levy increase is included and approved by the Board in the Museum's 2019-20 Budget, then the DCC would be obliged to pay the increase unless the DCC gives notice in writing, objecting to the levies proposed. The Museum's request to the DCC attaches its draft Annual Plan, which the Museum Board must finalise and adopt by 31 May 2019.
- 10 The table below shows the Museum's expenditure history.

<b>Operating Expenditure History</b>	<b>2015/16 Actual \$000</b>	<b>2016/17 Actual \$000</b>	<b>2017/18 Actual \$000</b>	<b>2018/19 Actual \$000</b>	<b>2019/20 Draft \$000</b>	<b>% Incr. 5 Years</b>
Personnel costs	4,174	4,514	4,821	5,003	5,116	22.6%
Other Expenditure	4,171	4,730	4,772	5,136	4,981	19.4%

<b>Operating Expenditure History</b>	<b>2015/16 Actual \$000</b>	<b>2016/17 Actual \$000</b>	<b>2017/18 Actual \$000</b>	<b>2018/19 Actual \$000</b>	<b>2019/20 Draft \$000</b>	<b>% Incr. 5 Years</b>
Total Expenditure	8,345	9,244	9,593	10,139	10,097	21.0%

- 11 The Museum has also requested the DCC consider additional measures to an increase in the Levy:
- a) Future Levy increases in line with inflation in each subsequent year.
  - b) The Museum has signalled a further request for capital expenditure assistance on larger compliance projects and some gallery developments, but has not specified an amount at this stage.
- 12 The Museum has set out the following factors contributing to its current financial position.
- a) Increases in staffing costs.
  - b) An increase in the minimum wage.
  - c) Drawing on general reserves to fund capital expenditure.
  - d) Historically 'frozen' funding and no additional Levy increases.
- 13 The Museum's financial position as at 30/6/18 includes \$8.492 million of investment assets and no term debt.
- 14 The Museum has bequests that are tied to specific activities. There is some scope to look at a legal mechanism to utilise this tied funding that allows more flexibility to account for the Museum's financial needs.
- 15 In the light of the challenging financial environment and repeated requests for funding uplifts staff see benefit in considering a higher level of ongoing engagement between the Museum and the DCC at an operational or officer level. There would also be merit in discussing significant funding decisions, such as major increases in payroll costs from the creation of new positions or anticipated capital expenditure requests. This would provide the DCC with a clearer picture of the Museum's trading position against any impacts on the Council budget arising from future funding requests.

### Long-term planning on Otago Museum's funding mechanism

- 16 The Museum's recent public appeals for funding, and Clutha District Council's decision in 2018 to pay only its legally required contribution, have prompted calls for the central government to revisit the prescribed statutory contributions by each authority. Detailed consultations between the DCC, other contributing authorities and the central government have not yet taken place. However, the Minister for Arts, Heritage and Culture has recently said they would be open to a local bill to address these issues.
- 17 In 2019, the Museum's Trust has committed to developing a long-term Master Plan identifying national level sources of funding that may support the Master Plan.

### NEXT STEPS

- 18 Staff will work with the Otago Museum on options and report back to Council in time to inform deliberations for the Annual Plan.

### **Signatories**

Author:	Nick Dixon - Group Manager Ara Toi
Authoriser:	Sandy Graham - General Manager City Services

### **Attachments**

	<b>Title</b>	<b>Page</b>
A	Otago Museum Draft Annual Plan 2019-2020( <i>Confidential</i> )	
B	Correspondence from Otago Museum( <i>Confidential</i> )	

**SUMMARY OF CONSIDERATIONS*****Fit with purpose of Local Government***

This report relates to providing a public service and it is considered good-quality and cost-effective.

***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Otago Museum is supported by Council and supports the Arts and Culture Strategy.

***Māori Impact Statement***

There are no known impacts for tangata whenua.

***Sustainability***

There are potential long-term implications for the Otago Museum's economic sustainability.

***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

There are no implications for the Long Term Plan.

***Financial considerations***

An increase to the Otago Museum's 2019-20 Funding Levy would increase Council's budgetary contribution to \$4.838 million.

***Significance***

This decision is assessed to be of low significance in terms of the Council's Significance and Engagement Policy.

***Engagement – external***

There has been no external engagement.

***Engagement - internal***

Relevant staff provided input into the implications of the Council's request and correspondence.

***Risks: Legal / Health and Safety etc.***

There are no known or immediate health and safety risks. The Otago Museum Trust Board Act (1996) specifies that contributing Councils must pay the Levy set by the Otago Museum Board unless the Council lodges an objection with the Otago Museum Board (section 16(1)) of the Act. The Council will commence the objection process if it is decided not to pay an increased Levy in the future.

***Conflict of Interest***

There are no known conflicts of interest.

***Community Boards***

There are no implications for Community Boards.

## PROPERTY SERVICES - 2019/20 DRAFT BUDGET

Department: Property

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Property Services Group, and includes the following activities:
  - Housing
  - Investment Property
  - Commercial Property
  - Operational Property
  - Community Property
  - Property Management

### RECOMMENDATIONS

That the Committee:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Property Services Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedule for Housing as shown/amended at Attachment B.

### OPERATING BUDGETS

#### Expenditure

##### *Personnel costs*

- 2 Personnel costs have increased by \$375k, 12%. The increase incorporates a general staff increase and structural changes that have occurred throughout the current 2018/19 financial year. These changes saw the replacement of contractors with permanent staff. The Property Services Group now consists entirely of permanent DCC staff.

**Operations and maintenance**

- 3 Operations and maintenance costs have increased by \$944k, 18%. An increase of \$478k in the housing portfolio is for additional planned and reactive maintenance, healthy home requirements and legislative changes. The remaining increase allows for additional maintenance of properties across the group. This budget will be subject to further review as asset management plans are developed for the property portfolio. This work will be progressed in time for the 2020/21 budget process.

**Occupancy costs**

- 4 Occupancy costs have decreased by \$588k, -8%. This is due to reduced building warrant of fitness costs of \$305k and reduced rates requirements to better reflect expected actual costs of \$266k. The reduced costs have been offset by increased insurance costs across the Property portfolios of \$212k.

**Depreciation**

- 5 Depreciation has increased by \$629k, 7%, due to revaluation of the Property portfolios, required every 3 years.

**FEES AND CHARGES**

- 6 The current funding policy requires fees and charges for the Housing activity to be set to break even. However, Housing is running at a deficit. Rents for Housing for the coming year have been increased between \$1.30 and \$2.60 per week (1.1% - 1.5%), which still does not enable the activity to break even. The funding policy for Housing will be reviewed in time for the 2020/21 budget process.
- 7 The fees and charges for the Community Art Gallery have been transferred from Community Development and Events to Property. Some of the fees for encroachments on road reserves have been transferred from Transport to Property Management. A copy of the fees schedule for the Property Services Group is provided at Attachment B.

**SERVICE LEVELS**

- 8 There are no changes proposed to the levels of service, performance measures or targets stated in the 10 year plan 2018-28 for the Property Services Group in the 2019/20 year.

**Signatories**

Author:	David Bainbridge - Group Manager Property Services
Authoriser:	Sandy Graham - General Manager City Services

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓ A</a>	Property - Draft 2019/20 Operating Budget	88
<a href="#">↓ B</a>	Property - Draft 2019/20 Fees and Charges Schedule	89

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality local infrastructure and public services in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The activities of the Property Services Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability will be discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for Property Services for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Property Services Group  
**Income Statement**  
**for the Year Ended 30 June 2020**

<b>Actual</b>	<b>Budget</b>	<b>Draft Budget</b>	<b>Budget Inc (Dec)</b>	<b>Budget Inc (Dec)</b>
<b>2018</b>	<b>2019</b>	<b>2020</b>		
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>%</b>
<b>Revenue</b>				
4,360 Rates revenue	4,148	5,532	1,384	33%
18,378 External revenue	17,726	17,804	78	0%
- Grants & subsidies operating	-	-	-	-
- Grants & subsidies capital	-	-	-	-
6 Contributions revenue	-	6	6	-
8,346 Internal revenue	8,169	8,080	(89)	-1%
<b>31,090 Total revenue</b>	<b>30,043</b>	<b>31,422</b>	<b>1,379</b>	<b>5%</b>
<b>Expenditure</b>				
2,171 Personnel costs	3,029	3,404	375	12%
6,829 Operations and maintenance	5,324	6,268	944	18%
7,129 Occupancy costs	7,820	7,232	(588)	-8%
2,896 Consumables and general	1,132	1,105	(27)	-2%
101 Grants and subsidies	120	101	(19)	-16%
2,880 Internal charges	2,922	2,987	65	2%
9,187 Depreciation	9,254	9,883	629	7%
3,247 Interest	3,266	3,266	-	0%
<b>34,440 Total expenditure</b>	<b>32,867</b>	<b>34,246</b>	<b>1,379</b>	<b>4%</b>
<b>(3,350) Net surplus/(deficit)</b>	<b>(2,824)</b>	<b>(2,824)</b>	<b>-</b>	<b>0%</b>



Property Group  
**Proposed Fees and Charges - 2019/20**

Fee type	2018/19	2019/20	% change
<b>Housing</b>			
<b>Housing</b>			
1 Bedroom	\$171.50	\$174.00	1.46%
2 Bedroom	\$199.40	\$202.00	1.30%
Bedsit	\$113.50	\$115.00	1.32%
Double (partitioned flat)	\$158.00	\$160.00	1.27%
Double (separate flat)	\$163.20	\$165.00	1.10%
Single (partitioned flat)	\$115.60	\$117.00	1.21%
Single (separate flat)	\$119.70	\$121.00	1.09%
<b>Community property</b>			
<b>Community Art Gallery</b>			
Community Groups (non-commercial/display only) (per week)	\$152.00	\$152.00	0.00%
Community Groups (non-commercial/sell products) (per week)	\$304.00	\$304.00	0.00%
Community Groups (non-commercial/display only) (per day)	\$22.00	\$22.00	0.00%
Community Groups (non-commercial/sell products) (per day)	\$44.00	\$44.00	0.00%
Commercial Organisations (display purposes only) (per week)	\$1,087.00	\$1,087.00	0.00%
Commercial Organisations (commercial venture/selling) (Minimum weekly rate or 10% greater than Gross Revenue)	\$1,087.00	\$1,087.00	0.00%
<b>Property management</b>			
<b>Encroachments on road reserve (per annum)</b>			
New application establishment administration fee	\$56.00	\$60.00	7.14%
Residential – Double garage <50m <sup>2</sup>	\$257.00	\$265.00	3.11%
Residential – Single garage <25m <sup>2</sup>	\$128.00	\$132.50	3.52%
Commercial Use (fee is negotiated)			
Site development (8% of adjacent unimproved rated value \$/m2)			
All other encroachment types (8% of adjacent unimproved rated value \$/m2)			

## COMMUNITY AND PLANNING - 2019/20 DRAFT BUDGET

Department: Community and Planning

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Community and Planning Group, and includes the following activities:
  - City Development
  - Community Development and Events
  - Resource Consents.

### RECOMMENDATIONS

That the Committee:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Community and Planning Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Resource Consents as shown/amended at Attachment B.

### OPERATING BUDGETS

#### Revenue

##### ***External revenue***

- 2 External revenue has increased by \$258k, 20%, primarily due to the recovery of expenditure from the New Zealand Masters Games Trust for the 2019 Masters Game and an anticipated increase in the number of resource consents.

##### ***Grants and subsidies***

- 3 Grants and subsidies have increased by \$101k, 71%, due to a grant from Creative New Zealand for Professional Theatre.

## Expenditure

### *Personnel costs*

- 4 Personnel costs in the Community and Planning Group have increased by \$342k, 7%. This incorporates a provision for salary increases and an increase in full time equivalent (FTE) staff of 3.5. Provision is made for a monitoring and compliance officer in Resource Consents and a 0.4 FTE planner in City Development.
- 5 Community Development and Events provides for 3.0 FTE fixed-term positions for Masters Games. Additional staff resourcing of 0.5 FTE for a community advisor supporting place-based work and 0.5 FTE for a community events advisor supporting civic events are offset by savings in operational costs. Two FTE have been transferred to the Ara Toi activity.

### *Operations and maintenance*

- 6 Operations and maintenance costs have increased by \$587k, 84%. The main increase is due to the transfer of the DVML service level agreement payment for community access of \$750k from Reserves and Recreational Facilities, offset by the transfer of Ara Toi project costs to the Ara Toi activity.

## FEES AND CHARGES

- 7 Fees and charges for Resource Consents have generally been increased by 3% (with some rounding), unless set by statute. A copy of the Community and Planning Group fees schedule is provided at Attachment B.
- 8 The fees and charges for the Community Art Gallery have been transferred from Community Development and Events to Property.

## SERVICE LEVELS

- 9 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Community and Planning Group in the 2019/20 year.

## Signatories

Author:	Nicola Pinfold - Group Manager Community and Planning
Authoriser:	Sandy Graham - General Manager City Services

## Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Community and Planning - Draft 2019/20 Operating Budget	93
<a href="#">B</a>	Community and Planning - Draft 2019/20 Fees and Charges Schedule	94

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality public services and regulatory functions in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities the Community and Planning Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability will be discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for Community and Planning for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Community and Planning Group  
**Income Statement**  
**for the Year Ended 30 June 2020**

Actual	Budget	Draft Budget	Budget Inc (Dec)	Budget Inc (Dec)
2018	2019	2020		
\$000	\$000	\$000	\$000	%
<b>Revenue</b>				
9,635 Rates revenue	10,699	11,360	661	6%
1,502 External revenue	1,261	1,519	258	20%
135 Grants and subsidies operating	143	244	101	71%
- Grants and subsidies capital	-	-	-	-
- Contributions revenue	-	-	-	-
246 Internal revenue	252	259	7	3%
<b>11,518 Total revenue</b>	<b>12,355</b>	<b>13,382</b>	<b>1,027</b>	<b>8%</b>
<b>Expenditure</b>				
5,016 Personnel costs	4,600	4,942	342	7%
389 Operations and maintenance	699	1,286	587	84%
70 Occupancy costs	104	105	1	1%
1,265 Consumables and general	909	862	(47)	-5%
3,459 Grants and subsidies	3,915	3,990	75	2%
1,934 Internal charges	1,918	1,959	41	2%
1 Depreciation	1	29	28	2800%
210 Interest	209	209	-	0%
<b>12,344 Total expenditure</b>	<b>12,355</b>	<b>13,382</b>	<b>1,027</b>	<b>8%</b>
<b>(826) Net surplus/(deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Item 15**

**Attachment A**

## Community and Planning Group Proposed Fees and Charges - 2019/20

Fee type	2018/19	2019/20	% change
<b>Resource Consents</b>			
<b>Fees for Land Use Planning Activities</b>			
Section 36(1) of the Resource Management Act 1991 enables the Council to charge a fixed deposit. Section 36(3) allows for additional fees to recover actual and reasonable costs in cases where the fixed deposit is inadequate. Application costs that exceed the deposit will be subject to additional charges at the rates and disbursements set out in the following schedules. For those applications that attract a fixed deposit, a receipt will be issued at the time of payment. A GST invoice will be issued at the completion of processing.			
<b>Non-Notified Land Use Consents</b>			
Category A	\$0.00	\$0.00	
Category B (deposit)	\$920.00	\$950.00	3.26%
Category C (deposit)	\$1,550.00	\$1,600.00	3.23%
Extension of time for land use consents. (Section 125(1)(b)) (deposit)	\$670.00	\$690.00	2.99%
Limited Notified Land Use Consents (deposit)	\$5,500.00	\$5,650.00	2.73%
Publicly Notified Land Use Consents (deposit)	\$8,500.00	\$8,750.00	2.94%
<b>Related Land Use Consents</b>			
Boundary Activity Notice Deposit	\$300.00	\$340.00	13.33%
Certificates of compliance (Section 139) (deposit)	\$800.00	\$825.00	3.13%
Change or cancellation of conditions of land use consents (Section 127(1)(b)) (deposit)	\$800.00	\$825.00	3.13%
Existing use certificate (Section 139A) (deposit)	\$1,000.00	\$1,030.00	3.00%
Marginal or Temporary Activity Notice Deposit	\$300.00	\$340.00	13.33%
Outline plan of works (Section 176A) (deposit)	\$1,100.00	\$1,150.00	4.55%
If the application is complex or significant, or specialist advice is needed, a higher deposit may be required before proceeding. Fees will be discussed with the applicant in advance.			
Objections to decisions of land use consents (Section 357) and fees (Section 357B) (for free) <sup>2</sup>	\$0.00	\$0.00	
<b>Fees for Subdivision Activities</b>			
Non-Notified Subdivision Consents (deposit)	\$1,850.00	\$1,850.00	0.00%
<b>Notified Subdivision Consents</b>			
Limited Notified Subdivision Consents (deposit)	\$4,500.00	\$4,500.00	0.00%
Publicly Notified Subdivision Consents (deposit)	\$8,500.00	\$8,500.00	0.00%
<b>Related Subdivision Consent Matters</b>			
Certified copy of Council Resolution (fixed fee)	\$200.00	\$200.00	0.00%
Change or cancellation of conditions of subdivision consents (Section 127(1) (deposit))	\$1,150.00	\$1,150.00	0.00%
Combined 223 and 224(c) application (deposit)	\$630.00	\$630.00	0.00%
Compliance with subdivision consent conditions (Section 224(c)) (deposit)	\$480.00	\$480.00	0.00%
Extension of time for subdivision consents (Section 125(1)(b)) (deposit)	\$700.00	\$700.00	0.00%
Preparation of consent notices, certificates, bonds, partial or full release/discharge of bonds, revocation of easements (fixed fee, but any legal fees recovered at cost)	\$260.00	\$260.00	0.00%
s240 Covenants (deposit)	\$500.00	\$500.00	0.00%
s241 Amalgamation of Allotments (deposit)	\$300.00	\$300.00	0.00%
Sealing, certification fee for survey plans (except 224(c)) (per certificate) (deposit)	\$480.00	\$480.00	0.00%

Fee type	2018/19	2019/20	% change
Section 221 application (deposit)	\$1,000.00	\$1,000.00	0.00%
Section 226 application including certification (deposit)	\$700.00	\$700.00	0.00%
Section 243 application (deposit)	\$500.00	\$500.00	0.00%
If the application is complex or significant, or specialist advice is needed, a higher deposit may be required before proceeding. Fees will be discussed with the applicant in advance. Engineering, geotechnical, contamination and any other technical input will be an additional fee that recovers actual cost.			
Payment of Final Fee for Subdivision Applications: The final fee should be paid promptly after being sent an invoice. If there are any outstanding interim invoices they will be required to be paid before the Section 224 Certificate will be released.			
Objections to decisions of subdivision consents (Section 357) and fees (Section 357B) (for free) <sup>2</sup>	\$0.00	\$0.00	
<b>Planning - Other Legislation</b>			
Cancellation of building line restriction (Section 327A Local Government Act 1974) (deposit)	\$300.00	\$300.00	0.00%
Overseas Investment Commission Certificate (deposit)	\$300.00	\$300.00	0.00%
Planning certificates for the sale of liquor (deposit)	\$260.00	\$260.00	0.00%
Right of way (Section 348 Local Government Act 1974) (includes processing of application and sealing) (deposit)	\$600.00	\$600.00	0.00%
<b>Designations/Heritage Orders/Plan Changes</b>			
Heritage order applications (deposit and additional charges at cost)	\$2,100.00	\$2,100.00	0.00%
Minor modifications (Section 181 (3)) (deposit and additional charges at cost)	\$580.00	\$580.00	0.00%
Notice of requirement for designations (Section 168 & Section 181(2)) (deposit and additional charges at cost)	\$6,750.00	\$6,750.00	0.00%
Plan changes (privately initiated) (deposit and additional charges at cost)	\$21,000.00	\$21,000.00	0.00%
Purchase of District Plan (available online only, for free)	\$0.00	\$0.00	
Uplifting designations (for free)	\$0.00	\$0.00	
For Designations/heritage Orders/Plan Changes (privately initiated) following payment of the relevant deposit, the Council may, at its discretion, voice for the additional charges at cost on a monthly basis and may stop work on the application until such time as the relevant invoice has been paid.			
<b>Processing Costs</b>			
Processing of notified land use and subdivision applications and any additional charges applying to any other planning application listed above will be charged at the following rates:			
Administrative Officers (per hour)	\$93.00	\$93.00	0.00%
Compliance Officer (per hour)	\$114.00	\$114.00	0.00%
Development contributions officer (per hour)	\$119.00	\$119.00	0.00%
Graduate Planners or Monitoring officer (per hour)	\$119.00	\$119.00	0.00%
Planners (per hour)	\$150.00	\$150.00	0.00%
Principal Advisor/Team Leader/Specialist input (senior level) from another Council department (per hour)	\$167.00	\$167.00	0.00%
Senior Planner and specialist input (junior/intermediate level) from another Council department (per hour)	\$167.00	\$167.00	0.00%
External consultants (at cost)			
Reports commissioned by the Council (at cost)			
Refund or Cost Recovery Threshold: There is a \$25 threshold either side of the final cost whereby if the amount to be refunded or recovered is less than \$25 it will be absorbed to cover the processing cost.			
<b>Disbursements</b>			



Fee type	2018/19	2019/20	% change
Photocopying (per A4 copy)			
Postage			
Public notices			
Site inspections			
Site signs			
Vehicle usage (calculated on time basis (per min))	\$0.27	\$0.27	0.00%
<b>Hearing Costs</b>			
Hearing up to 3 hours (fixed fee)	\$1,640.00	\$1,640.00	0.00%
Hearings over 3 hours (per day)			
Objections to decisions hearing deposit	\$800.00	\$800.00	0.00%
For all applications involving elected members attendance at hearings for commercial applicants (GST registered only):	\$820.00	\$820.00	0.00%
Staff attendance at hearings – cost of staff attending hearing (charged at hourly rates above). For resource consents, only the processing planner will be charged.			
Objections to Decisions hearing deposit (where the applicant requests a Commissioner)			
Request to Use Commissioner: 1. The applicant requesting a commissioner in accordance with Section 100A will be charged at the actual cost of the commissioner, even if submitters also make the same request. If submitters request a commissioner, and the applicant does not, then the submitters must pay for the additional costs associated with the commissioner, with the costs being equally shared between the submitters requesting it. 2. Plan changes or Notice of Requirements which require the use of a commissioner will be charged at the actual cost of the commissioner.			
<b>Consent Monitoring</b>			
Contravention of an abatement notice (other than a notice under Section 322(1)(c))	\$750.00	\$750.00	0.00%
Contravention of an excessive noise notice direction under Section 327	\$500.00	\$500.00	0.00%
Contravention of Section 22 (failure to provide certain information to an Enforcement Officer)	\$300.00	\$300.00	0.00%
Contravention of Section 9 (restrictions of use of land)	\$300.00	\$300.00	0.00%
Monitoring of activities subject to requirements of the HSNO Act (fixed fee)	\$130.00	\$130.00	0.00%
Resource Consent monitoring fees (fixed fee)	\$175.00	\$175.00	0.00%
State of the Environment monitoring fee (fixed fee)	\$115.00	\$115.00	0.00%
Terms of payment: Payment of additional fees are due within 20 working days of the invoice date or 20th of the month, whichever is the latest.			
<b>Site Contamination Search</b>			
Commercial and Industrial (fixed fee per site) - Site Contamination Search	\$310.00	\$310.00	0.00%
Residential and rural (fixed fee per site) - Site Contamination Search	\$160.00	\$160.00	0.00%
Information search to meet requirement (method) of section 6(2) of the Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011			
<b>Development Contributions</b>			
Objections (Full cost recovery for commissioners, council staff and other support) (deposit)	\$425.00	\$425.00	0.00%
Remissions, unusual developments and deferral of payment (deposit)	\$425.00	\$425.00	0.00%



Fee type	2018/19	2019/20	% change
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The LGA provides for full cost recovery. Application costs that exceed the deposit will be subject to additional charges at the rates and disbursements set out in this schedule. For those applications that attract a fixed deposit, a receipt will be issued at the time of payment. A GST invoice will be issued at the completion of processing. Commissioners are selected and appointed independently of Council and their full costs will be recovered.

#### Categories of Fees for Non-Notified Land Use Consents

##### Category A:

Schedule 25.3 trees  
 Temporary signs for one-off not-for-profit cultural events (determination by Resource Consent department)  
 Murals  
 Replacing roof on buildings that are located in a townscape or heritage precinct, or on a scheduled building  
 Painting of buildings that are located in the townscape or heritage precincts, or a scheduled building  
 Modifying windows above verandah height of buildings located in a townscape or heritage precinct, or a scheduled building, or replacing a door on a scheduled building  
 Consents required for activities under Rule 16.6 (Interim Rule for Areas of Significant Conservation Value)  
 Except for Schedule 25.3 trees, Category A provides only for non-notified applications

##### Category B:

Rural or rural-residential zone accessory buildings, and Residential zone accessory buildings including carports and garages (except as covered by Category C)  
 Dwelling alterations including decks and pergolas resulting in minor breach of bulk and location performance standard where density of residential activity complies (except as covered by Category C)  
 New dwellings where density of residential activity complies (except as covered by Category C)  
 Signs except for permanent hoardings

##### Category C:

Retaining walls and/or earthworks  
 Structures, which includes new dwellings and accessory buildings located in a Landscape Management Area or an Urban Landscape Conservation Area  
 New dwellings and dwelling alterations not covered by Categories A to B  
 New buildings in a townscape/heritage precinct  
 Alteration to buildings located in a townscape/heritage precinct or to scheduled buildings not covered by Category A  
 Community support activities  
 Permanent hoarding signs  
 National Environmental Standard (Soil)  
 All non-notified resource consent applications not provided for by other categories will be charged at the Category C rate (deposit and actual cost)

#### Request to Use Commissioners

1. The applicant requesting a commissioner in accordance with Section 100A will be charged at the actual cost of the commissioner, even if submitters also make the same request. If submitters request a commissioner, and the applicant does not, then the submitters must pay for the additional costs associated with the commissioner, with the costs being equally shared between the submitters requesting it.
2. Plan changes or Notice of Requirements which require the use of a commissioner will be charged at the actual cost of the commissioner.

## GOVERNANCE AND SUPPORT SERVICES - 2019/20 DRAFT BUDGET

Department: Finance

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Governance and Support Services Group and includes these activities:
  - Business Information Services (BIS)
  - Civic and Administration (including Civil Defence)
  - Corporate Leadership
  - Corporate Policy
  - Council Communications and Marketing (CCM)
  - Customer Services Agency (CSA)
  - Finance and Commercial
  - Fleet Operations
  - Human Resources (HR)
  - Investment Account
  - Waipori Fund.

### RECOMMENDATIONS

That the Committee:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Governance and Support Services Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Administration Services, Archives Reference Services and Information Services as shown/amended at Attachment B.
- b) **Adopts** the amended "Policy on charging for Local Government Official Information and Meeting Act 1987 (LGOIMA) requests", which amends the free hours before charging from three hours to one free hour.

## **OPERATING BUDGETS**

### **Revenue**

#### ***External revenue***

- 2 External revenue has increased by \$483k, 4%. This includes revenue from the election of \$200k, and an increase in recoveries from DCHL – see note 4 below.

### **Expenditure**

#### ***Personnel costs***

- 3 Personnel costs for the Governance and Support Services Group have increased by \$1.987 million, 15%. This incorporates a general salary increase, an increase in full time equivalent (FTE) staff of 9.4 and an increase due to a change in the vacancy allowance budget. A breakdown is provided in the table below.

<b>Personnel Costs</b>	<b>Approved Budget 2019 \$000</b>	<b>Draft Budget 2020 \$000</b>	<b>Budget Inc (Dec) \$000</b>
Governance Support budget	14,258	15,675	1,417
Vacancy allowance	(1,100)	(530)	570
<b>Total personnel costs</b>	<b>13,158</b>	<b>15,145</b>	<b>1,987</b>

- 4 The changes in FTE include 2.0 FTE transferred from Three Waters, 2.0 FTE for business analyst/project management roles (1 fixed term), 2.0 FTE for project work including South Dunedin Futures and the South Dunedin hub (fixed term), a procurement panels contracts role, a risk compliance role and the General Manager DCHL which is a fully recoverable cost.
- 5 The vacancy allowance budget has been reduced by \$570k from \$1.100 million. This budget reflects savings that arise due to staff turnover and the normal delay in fillings vacancies when they arise. The budget was increased for the first year of the 10 year plan only due to the increase in staffing levels across the organisation.

#### ***Operations and maintenance***

- 6 Operations and maintenance costs have increased by \$512k, 11%. The main increases are in Civic and Administration for election costs of \$239k and \$266k in BIS for software previously owned by Council now being delivered as a hosted service (including payroll).

#### ***Consumables and general costs***

- 7 Consumables and general costs have increased by \$3.246 million, 34%. A budget of \$1.400 million has been included to fund a project management office (PMO). The PMO will provide an efficient and consistent approach to plan, manage and deliver significant capital projects. It will also provide certainty to the construction market on the programme of capital projects so they can be resourced effectively. This funding is an interim measure while internal capacity and capability to deliver this in-house is developed.

- 8 An increase in the BIS budget of \$1.070 million relates to increases in annual software license fees for a new modern document management system, a platform tool to simplify integration between our various systems and increased costs associated with Microsoft licencing (Windows, Office etc).
- 9 Civic and Administration increases include election costs of \$334k and elected member remuneration and training costs of \$124k.

### ***Depreciation***

- 10 Depreciation expense has increased by \$634k, 46% primarily due to the capital expenditure projects in BIS.

## **FEES AND CHARGES**

- 11 Fees and charges for Information Services and Archives Reference Services have not been changed.
- 12 The number of hours free for LGOIMA requests has been reduced from three hours to one hour, and thereafter charged per half hour. A copy of the fees schedule for the Governance and Support Services Group is provided at Attachment B.
- 13 The "Policy on charging for Local Government Official Information and Meeting Act 1987 (LGOIMA) requests" requires updating to reflect the change in the number of free hours before charging, from three to one. This amended policy is at Attachment C for Council's approval. The amended policy reflects the Ministry for Justice Charging Guidelines for Official Information Act Requests.

## **SERVICE LEVELS**

- 14 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Governance and Support Services Group in the 2019/20 year.

## **Signatories**

Author:	Gavin Logie - Financial Controller
Authoriser:	Dave Tombs - General Manager Finance and Commercial

## **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓ A</a>	Governance and Support Services - Draft 2019/20 Operating Budget	102
<a href="#">↓ B</a>	Governance and Support Services - Draft 2019/20 Fees and Charges Schedule	103
<a href="#">↓ C</a>	Policy on charging for LGOIMA requests	104

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality public services in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Governance and Support Services Group contributes to the delivery of all of the objectives and priorities of the strategic framework.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability are considered in the Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for the Governance and Support Services Group for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Governance and Support Services  
**Income Statement**  
**for the Year Ended 30 June 2020**


<b>Actual</b>	<b>Budget</b>	<b>Draft Budget</b>	<b>Budget Inc (Dec)</b>	<b>Budget Inc (Dec)</b>
<b>2018</b>	<b>2019</b>	<b>2020</b>		
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>%</b>
<b>Revenue</b>				
(6,712) Rates revenue	523	989	466	89%
15,943 External revenue	13,486	13,969	483	4%
- Grants and subsidies operating	-	-	-	-
- Grants and subsidies capital	-	-	-	-
- Contributions revenue	2,500	2,500	-	0%
24,133 Internal revenue	24,921	25,521	600	2%
<b>33,364 Total revenue</b>	<b>41,430</b>	<b>42,979</b>	<b>1,549</b>	<b>4%</b>
<b>Expenditure</b>				
13,356 Personnel costs	13,158	15,145	1,987	15%
4,498 Operations and maintenance	4,688	5,200	512	11%
261 Occupancy costs	119	135	16	13%
9,144 Consumables and general	9,648	12,894	3,246	34%
519 Grants and subsidies	76	78	2	3%
6,584 Internal charges	6,600	6,832	232	4%
1,211 Depreciation	1,391	2,025	634	46%
(746) Interest	85	332	247	291%
<b>34,827 Total expenditure</b>	<b>35,765</b>	<b>42,641</b>	<b>6,876</b>	<b>19%</b>
<b>(1,463) Net surplus/(deficit)</b>	<b>5,665</b>	<b>338</b>	<b>(5,327)</b>	<b>-94%</b>

**Item 16**

**Attachment A**

Governance and Support Services Group  
**Proposed Fees and Charges - 2019/20**

Fee type	2018/19	2019/20	% change
<b>Administration Services</b>			
<b>Official Information</b>			
First hour free, thereafter charged per half hour	\$38.00	\$38.00	0.00%
Photocopy first 20 pages black and white free, thereafter charged per page	\$0.20	\$0.20	0.00%
<b>Archives Reference Services</b>			
<b>Archivist's Fee</b>			
First half hour free, thereafter charged per hour. Full details are provided in the Council Reference Service Policy available from Archives.	\$50.00	\$50.00	0.00%
<b>Information Services</b>			
<b>Land Information Memorandum</b>			
Commercial - Land Information Memorandum	\$367.00	\$367.00	0.00%
Residential - Land Information Memorandum	\$347.00	\$347.00	0.00%
Residential (non-urgent) - Land Information Memorandum	\$295.00	\$295.00	0.00%
<b>Hazard Information Report</b>			
Commercial - Hazard Information Report	\$187.00	\$187.00	0.00%
Residential - Hazard Information Report	\$177.00	\$177.00	0.00%
<b>Mapping Services</b>			
GIS services available - cost on application			

CHARGING FOR LGOIMA REQUESTS POLICY			
			
Approved by:			
Sponsor:	Manager, Governance		
Department responsible:	Governance		
Date approved:		Reviewed:	30 November 2012
Next review date:		DOC ID:	

## BACKGROUND

LGOIMA aims to make official information held by local authorities more freely available. It allows for effective participation by the public in actions and decisions of the local authority and promotes open and public transportation of business of the council. It also promotes the accountability of council members and staff. There are protections from disclosure where non-disclosure is in the public interest or to protect personal privacy.

If the reply to a request for information is likely to take a significant amount of research, collate and copy, the Dunedin City Council is entitled under LGOIMA, to impose a charge for the provision of information.

## POLICY

### 1. Key guidelines

- 1.1. This policy details the amount that we may charge for the supply of information and is based on the Ministry of Justice Charging Guidelines for Official Information Act Requests.

### 2. Charges

- 2.1. The first ~~three~~ one (13) hours of time spent on fulfilling official information requests will be free; and then all additional time will be charged at \$38/half hour;
- 2.2. The first twenty (20) pages of black and white photocopying will be free, with a charge of 20c per page for all additional black and white pages.
- 2.3. All other charges incurred shall be fixed at an amount that recovers the actual costs involved. This includes:
  - 2.3.1. Producing a document by computer or other like equipment;
  - 2.3.2. Colour photocopies
  - 2.3.3. Reproducing a photograph, film, video or audio recording;
  - 2.3.4. Arranging for the requestors to hear or view an audio or visual recording;
  - 2.3.5. Providing a copy of any maps, plans etc.
- 2.4. NB: These rates are as outlined in the Ministry of Justice Guidelines and this policy will be amended to reflect any changes in the Ministry Guidelines.



- 2.5. We will notify the requestor of the estimated cost of their request before we begin working on the request. The requestor then has the option of proceeding, withdrawing or refining their request.
- 2.6. In accordance with section 13(4) of LGOIMA, we may require that the whole or part of any charge be paid in advance. A deposit will only be requested when the decision has been made to release the information.
- 2.7. Requestors are able to make a complaint to the Office of the Ombudsman in regards to the proposed charge.
- 2.8. Charges may be waived in whole or in part at the discretion of the Principal Administrative Officer. This will generally be in a situation where there is an agreed public interest in the disclosure of the information requested. This policy will be formally reviewed every three years ~~beginning in 30 November 2012.~~

<b>Relevant Legislation:</b>	Local Government Official Information Meetings Act
<b>Associated Documents:</b>	

## ROADING AND FOOTPATHS - 2019/20 DRAFT BUDGET

Department: Transport

### EXECUTIVE SUMMARY

- 1 This report provides an overview of the draft 2019/20 budgets for the Roding and Footpaths Group and includes Transport activities.

### RECOMMENDATIONS

That the Council:

- a) **Adopts** for the purposes of developing the Annual Plan 2019/20 and engaging with the community:
  - i) The draft 2019/20 operating budget for the Roding and Footpaths Group as shown/amended at Attachment A.
  - ii) The draft 2019/20 fees and charges schedules for Transport as shown/amended at Attachment B.

### OPERATING BUDGETS

#### Revenue

##### ***External revenue***

- 2 External revenue has increased by \$1.850 million, 226%. The increase includes additional revenue from a proposed increase in fees for on-street parking meters of \$1.500 million, an increase in corridor access revenue due to the Aurora pole replacement programme and an increase in developer recoveries. The Council will be recovering expenditure relating to staff advice on resource consent applications from developers.

##### ***Grants and subsidies operating revenue***

- 3 Grants and subsidies operating revenue has increased by \$1.375 million, 14%. New Zealand Transport Agency (NZTA) funding assistance for operating expenditure projects has increased due to increased operating budgets and incorporates a subsidy for footpath maintenance of \$297k previously not subsidised. There has been a reduction in staff recovery costs of \$422k.

##### ***Grants and subsidies capital revenue***

- 4 Grants and subsidies capital revenue has increased by \$14.289 million, 83%. NZTA funding assistance for capital expenditure projects reflects the capital programme currently proposed for the 2019/20 year.

## **Expenditure**

### ***Personnel costs***

- 5 Personnel costs in Transport have increased by \$333k, 9%. This incorporates a general salary increase and an increase in full time equivalent (FTE) staff of 5.6. These increases are offset by a reduction because some staff costs are now charged directly to capital projects.
- 6 The increase in FTE will support improved communication and engagement on the major transport projects and the delivery of safety improvements across the transport network. An additional senior transport planner will support the significant capital project programme. A fixed term FTE has been added to support the LED street light renewal. These costs will form part of the overall capital costs for the project.
- 7 There is an additional FTE for co-ordinating the city's parking activities to assist in achieving the objectives of the Integrated Transport Strategy and supporting the implementation of the parking policy.

### ***Operations and maintenance***

- 8 Operations and maintenance costs have increased by \$960k, 8%. The main increases are driven by cost escalations associated with the maintenance contracts of \$630k. Additionally signal maintenance contract costs have increased \$207k, and street light maintenance \$101k. The sealed pavement maintenance budget has increased by \$200k and community road safety projects budget has increased by \$217k. All of these costs are subsidised by NZTA. The increases have been slightly offset by a reduction in street cleaning costs in the central activity area of \$149k.

### ***Consumables and general costs***

- 9 Consumables and general costs have increased by \$1.731 million, 128%. The main increase relates to planning work related to the central city, tertiary, bridge and cycling projects of \$1.000 million, 55% subsidised by NZTA.
- 10 Other increases are for scoping, design, audits and travel demand work for safety projects of \$315k, community road safety projects of \$237k, and maintenance audits of \$141k.

### ***Depreciation***

- 11 Depreciation has increased by \$941k, 5% reflecting the 30 June 2018 revaluation of the Transport network.

## **FEES AND CHARGES**

- 12 Fees and charges for activities in Transport have been generally increased by 3% (with some rounding). There has been no increase to corridor access request (CAR) as the fee structure for CAR work is currently under review. A copy of the Transport fees schedule for 2019/20 is provided at Attachment B.
- 13 Some of the fees for encroachments on road reserves have been transferred from Transport to Property.
- 14 The schedule of fees for on-street parking meters have been transferred from Parking Operations to Transport. Over the last ten years there has been no increase in on street parking fees. On-street parking fees have been increased between 50 cents and \$1. This fee proposal addresses the significant period of time since a fee increase and begins the process of reviewing on and off street parking costs in the CBD.

- 15 Council wishes to align the Resident's parking permit year to the Council financial year (currently 1st December to 30th November). It is also proposed to introduce a refund mechanism to encourage surrender of permits should the user move house/flat part way through the year to a non-permit area.

### **SERVICE LEVELS**

- 16 There are no changes proposed to the levels of service, performance measures and targets stated in the 10 year plan 2018-28 for the Roding and Footpaths Group in the 2019/20 year.

### **Signatories**

Author:	Richard Saunders - Group Manager Transport
Authoriser:	Simon Drew - General Manager Infrastructure Services

### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓</a> A	Roding and Footpaths - Draft 2019/20 Operating Budget	110
<a href="#">↓</a> B	Roding and Footpaths - Draft 2019/20 Fees and Charges Schedule	111

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This report enables democratic local decision making and action by, and on behalf of communities; and meets the current and future needs of the Dunedin communities for good quality local infrastructure in a way that is most cost effective for households and businesses.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities of the Roding and Footpaths Group primarily contribute to the objectives and priorities of the above strategies.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Major issues and implications for sustainability are discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy.

### ***10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy***

This report provides draft budgets for Roding and Footpaths for inclusion in the Annual Plan 2019/20.

### ***Financial considerations***

The financial considerations are detailed in the report.

### ***Significance***

Significance will be considered in the development of the Annual Plan 2019/20.

### ***Engagement – external***

There has been no external engagement in developing this budget.

### ***Engagement - internal***

Staff from across the Council have been involved in development of the draft budgets.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

Projects identified in Community Board Plans have been considered in the development of the draft budgets. Boards will be involved in the development of the Annual Plan 2019/20.

Transport Group  
**Income Statement**  
**for the Year Ended 30 June 2020**

<b>Actual</b>	<b>Budget</b>	<b>Draft Budget</b>	<b>Budget Inc (Dec)</b>	<b>Budget Inc (Dec)</b>
<b>2018</b>	<b>2019</b>	<b>2020</b>		
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	<b>%</b>
<b>Revenue</b>				
17,788 Rates revenue	13,960	14,644	684	5%
1,074 External revenue	817	2,667	1,850	226%
14,805 Grants and subsidies operating	9,681	11,056	1,375	14%
16,233 Grants and subsidies capital	17,272	31,561	14,289	83%
3,577 Contributions revenue	224	343	119	53%
- Internal revenue	-	-	-	-
<b>53,477 Total revenue</b>	<b>41,954</b>	<b>60,271</b>	<b>18,317</b>	<b>44%</b>
<b>Expenditure</b>				
3,290 Personnel costs	3,837	4,170	333	9%
18,710 Operations and maintenance	12,637	13,597	960	8%
1,513 Occupancy costs	1,398	1,521	123	9%
1,973 Consumables and general	1,350	3,081	1,731	128%
7 Grants and subsidies	-	10	10	-
1,743 Internal charges	1,788	1,828	40	2%
19,929 Depreciation	20,320	21,261	941	5%
1,191 Interest	1,191	1,191	-	0%
<b>48,356 Total expenditure</b>	<b>42,521</b>	<b>46,659</b>	<b>4,138</b>	<b>10%</b>
<b>5,121 Net surplus/(deficit)</b>	<b>(567)</b>	<b>13,612</b>	<b>14,179</b>	<b>-2501%</b>

**Item 17**

**Attachment A**

Roading and Footpaths Group  
Proposed Fees and Charges - 2019/20

Fee type	2018/19	2019/20	% change
<b>Parking Operations</b>			
<b>On-Street Meters (hourly) Monday to Saturday between the hours of 9am to 6pm</b>			
Main Street (30 minutes maximum stay)	\$1.50	\$2.00	33.33%
Core Zone (one hour maximum stay)	\$3.00	\$4.00	33.33%
Inner Zone (variable maximum stay)	\$2.00	\$3.00	50.00%
Outer Zone (four hours maximum stay)	\$1.00	\$1.50	50.00%
Outer Zone All Day Parking (per day)	\$5.00	\$6.00	20.00%
<b>Transport</b>			
<b>Residents' Parking</b>			
Replacement Permit	\$10.00	\$10.00	0.00%
Residents' parking permit (annually)	\$199.00	\$205.00	3.02%
Refund if you move on during the year		-\$50.00	
Residents' parking permit (applied 1 July 2019 to 31 December 2019) up to 12 months		\$205.00	
Residents' parking permit (applied 1 January 2020 to 30 June 2020) up to 6 months		\$103.00	
Residents' parking permit (1 December 2019 to 30 June 2020) 7 months		\$118.50	
<b>Construction Parking Areas - Installation and Reinstatement of Area</b>			
6m length	\$607.00	\$625.20	3.00%
12m length	\$717.60	\$739.10	3.00%
18m length	\$828.00	\$852.80	3.00%
Investigation and administration	\$66.50	\$68.50	3.01%
Relocation of pay and display machines.	\$993.00	\$1,022.80	3.00%
<b>Construction Parking Areas - Monthly Hire, All zones except "Residential Zones" as defined in the Dunedin City District Plan</b>			
6m length	\$275.60	\$283.90	3.01%
12m length	\$551.00	\$567.50	2.99%
18m length	\$828.00	\$852.80	3.00%
<b>Construction Parking Areas - Monthly Hire, All "Residential Zones" as defined in the Dunedin City District Plan</b>			
6m length	\$138.00	\$142.10	2.97%
12m length	\$275.60	\$283.90	3.01%
18m length	\$414.00	\$426.40	3.00%
<b>Road Stopping Proposal</b>			
The fee to process a road stopping proposal (the applicant must also pay the actual costs involved in the stopping and the value of the land)	\$932.00	\$960.00	3.00%
<b>Encroachments on road reserve (per annum)</b>			
Consent application fee for non-standard sign and other uses	\$222.00	\$228.70	3.02%
Fill points for private fuel lines on road reserve (per annum)	\$56.00	\$57.70	3.04%
Overhead/Underground pedestrian road crossings - Crossings are on a 'lease' basis with payment being on a 'fixed term' basis or subject to a yearly review.			
<b>Corridor Access Requests (CAR)</b>			
Corridor Access Fee (incorporating the completion and maintenance inspections)	\$308.00	\$308.00	0.00%
Penalty Fee for No/Unapproved CAR	\$616.00	\$634.50	3.00%

Fee type	2018/19	2019/20	% change
Re-inspection Fee (Non-Conforming works)	\$123.00	\$126.70	3.01%
Openings less than 0.25m <sup>2</sup> (no fee providing an application is submitted)			
Footpath and shallow transverse crossings (no fee providing an application is submitted)			
<b>Grand Total</b>	<b>\$8,172.80</b>	<b>\$8,788.60</b>	<b>237.73%</b>



## LIVING WAGE UPDATE

Department: Community and Planning

### EXECUTIVE SUMMARY

- 1 This report provides an update on the implementation of the Council's commitment to pay a living wage for DCC staff and the investigation of options for requiring contractors to commit to paying a living wage to their staff.
- 2 This report also provides an update on developing a Service Delivery Policy that provides a framework for undertaking reviews and consideration of insourcing or outsourcing of services.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Living Wage Update Report.

### BACKGROUND

- 3 The Living Wage Movement Aotearoa New Zealand defines the 'living wage' as "the income necessary to provide workers and their families with the basic necessities of life. A living wage will enable workers to live with dignity and to participate as active citizens in society."
- 4 The living wage concept is an alternative to the market rate and the minimum wage rate set by Central Government each year. It reflects the basic expenses of workers and their families such as food, transportation, housing and childcare.
- 5 The 2018 living wage is \$20.55 per hour and the 2018 minimum wage is \$16.50. Currently Wellington City Council is the only council recognised as an 'accredited living wage employer'. The criteria for becoming an accredited living wage employer is provided at Attachment A.
- 6 Around five years ago, senior management made an operational decision to ensure all employees are paid the living wage. At the 10 year plan Council meeting on 11 December 2017 there was discussion on the living wage and the Council resolved to:
  - Commit to paying all staff, on permanent or fixed term contracts, at or above the living wage; and
  - Request a report be provided to the draft Annual Plan 2019/20 on options to include contracted staff over time in the commitment to pay a living wage and to consider, as part of that report to bring some services back in house.
- 7 The full resolution is provided at Attachment B.

## **DISCUSSION**

### **Living wage for DCC employees**

- 8 The following table provides a summary of the minimum wage rates over the last five years paid to DCC employees, compared with the minimum wage and the living wage. Until the most recent round of negotiations there was a delay in implementing the changes to the living wage. This will change from this year as we update the rate as it changes.

<b>Year</b>	<b>Central Government minimum wage</b>	<b>Living wage</b>	<b>DCC minimum wage</b>
2014	\$14.25	\$18.80	1/07/2014 - \$18.67
2015	\$14.75	\$19.25	1/07/2015 - \$18.86 1/12/2015 - \$19.05
2016	\$15.25	\$19.80	1/07/2016 - \$19.43 1/12/2016 - \$19.53
2017	\$15.75	\$20.20	1/07/2017 - \$19.80
2018	\$16.50	\$20.55	1/07/2018 - \$20.55

### **Living wage for DCC contractors**

- 9 Staff have been investigating the implications of, and potential process and criteria for requiring contractors to commit to paying a living wage to staff undertaking services for the DCC.
- 10 A high-level summary of the factors that have been considered and some of the findings are provided for the Council's information.
- a) **Status of contracts:** For the living wage principles to apply to existing contracts, the DCC would need to be renegotiate existing contracts to include obligations to pay all staff on permanent or fixed term contracts at or above the living wage. The Council could include a living wage commitment as new contracts are negotiated, and as current contracts are up for renewal.
  - b) **Range and scope of contractors:** The DCC is a large organisation and has a significant number of contracts of varying size of contract and sectors. As such, it may not be practicable for all contracts to have the 'living wage commitment' requirement. If the Council was to seek living wage accreditation, all indirectly paid workers employed by contractors, delivering a service to the Council on a 'regular and on-going' basis would need to commit to paying their staff the living wage or have agreed milestones to that effect. For accreditation, 'regular and on-going' workers includes at a minimum cleaners and others coming in to the Council to do regular work, but not contracts with printers, telecommunication providers and electricity retailers. Further consideration on the scope of contractors that should include the 'living wage commitment' requirement (eg segmented by size of contract or industry sector).
  - c) **Increased costs:** It is likely that the living wage requirement would lead to increased costs for such contracts. It is difficult to quantify the additional cost to the DCC at this stage as it is unknown what DCC contractors are currently paying their staff, what future volume of work is likely to be awarded to particular

contractors and the range and scope of contracts to which these principles will be applied to.

- d) **Compliance monitoring:** If a 'living wage commitment' is required, it is likely that there would also be costs associated with compliance monitoring of the living wage commitments. Further consideration across a range of factors is required for compliance monitoring, including the use of 'director acquittals' or documentation evidence for compliance, penalties for non-compliance and independent auditing.
  - e) **Implementation:** It is possible that some contractors may not have the systems to comply with the living wage requirement (eg. staff may be paid a higher rate when undertaking DCC work compared to their 'normal' rate of pay). The Council could consider allowing contractors to adopt an alternative mechanism that achieves the same outcome (eg. a lump sum 'top up' payment for relevant staff). Further work would need to be undertaken on the practicalities implementing a 'living wage commitment' requirement with contractors.
  - f) **CCOs:** Council could consider requesting its council controlled organisations (CCOs) to adopt the living wage principles and commit to paying their staff the living wage. Auckland Council and Wellington City Council have included CCOs in their living wage programs, whereas Christchurch City Council has not included CCOs. Staff will undertake discussions with DCHL and further analysis of the potential implications of CCOs committing to living wage for their staff.
- 11 Staff will continue to investigate the implications of, and potential process for requiring contractors to commit to paying a living wage to staff undertaking services for the DCC. A report with options will be provided to the Council in May 2019 as part of the Annual Plan deliberations meeting.

### Outsourcing and insourcing services

- 12 The matter of bringing services back in house or outsourcing some services is a key strategic decision. There is a wide range of factors that need to be considered in decision-making including: conducting feasibility and viability studies; consultation with affected staff; set up costs; additional health and safety obligations; potential impact on local economy; ongoing impact on operating budgets; and ongoing succession planning and resourcing issues.
- 13 Section 17A of the Local Government Act 2002 requires all councils to undertake reviews of the cost-effectiveness of current arrangements for delivering services unless a legal or cost-benefit exemption applies. Reviews must consider specific options which would involve one or more other councils, including jointly owned council controlled organisations (CCOs) or shared services arrangements.
- 14 Section 17A reviews must be undertaken within two years of a contract ending, when the Council is considering a significant change to service levels and within six years of the last review. The DCC undertook a high-level review of all its services in collaboration with Otago councils in 2016/17 and more detailed regional reviews of solid waste, regulatory services and waterways and harbours are currently in progress.
- 15 Staff are currently developing a 'Service Delivery Policy' that will provide a framework for future reviews. This policy will include principles and criteria on insourcing or outsourcing services, and could include references to the living wage principles. It is proposed that staff continue to develop the Service Delivery Policy and include references to the living wage principles.

**NEXT STEPS**

- 16 Staff will continue to develop a draft Service Delivery Policy and investigate the implications of, and potential process for requiring contractors to commit to paying a living wage. A report will be provided to the Council in May 2019 as part of the Annual Plan deliberations meeting.

**Signatories**

Author:	Tami Sargeant - Senior Policy Analyst
Authoriser:	Sue Bidrose - Chief Executive Officer

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓</a> A	Living wage employer accreditation policy	118
<a href="#">↓</a> B	Council living wage resolution - 11 December 2017	119

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This decision relates to providing local infrastructure, public services and regulatory functions and it is considered good-quality and cost-effective.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Living wage commitments impact on the social and economic wellbeing of residents and communities.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

Living wage commitments has implications on economic and social sustainability.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

The DCC's commitment to paying all staff, on permanent or fixed term contracts, at or above the living wage is included in the 10 year plan and Annual Plan.

### ***Financial considerations***

At this stage, the financial impact for including contracted staff over time in the commitment to pay a living wage is unknown.

### ***Significance***

This decision is considered low in terms of the Council's significance and engagement policy.

### ***Engagement – external***

There has been no engagement with external parties at this stage.

### ***Engagement - internal***

Staff from procurement, policy and the executive leadership team have been involved in drafting this report.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks at this stage.

### ***Conflict of Interest***

No conflicts of interest have been identified at this stage.

### ***Community Boards***

There are no implications for Community Boards.

# Living Wage

## Aotearoa New Zealand



# LIVING WAGE EMPLOYER ACCREDITATION POLICY

1. The criteria for an Accredited Living Wage Employer<sup>1</sup> are as follows:
  - a. All directly employed workers are on the current Living Wage prior to accreditation  
“Directly employed” means that workers employed by a business/organisation in an employer/employee relationship
  - b. All indirectly paid workers employed by contractors, delivering a service to the business/organisation on a regular and on-going basis<sup>2</sup>, are either on the current Living Wage or on milestones agreed as part of the License
  - c. Employers have provided workers with access to a union<sup>3</sup>, and
  - d. Employees’ terms and conditions have not been reduced in order to meet the current Living Wage rate. An example of this may be the reduction of hours or other benefits in order to pay for the cost of delivering the Living Wage.
2. The Living Wage Licence will remain valid for 12 months or until the release of the new Living Wage rate.
3. The licensed Living Wage Employer must implement the new Living Wage rate within four months of the release of the new rate in order to continue to be a license-holder.

- 
1. The words “Living Wage Employer” refer to any franchiser and its franchisees i.e. a Living Wage franchiser must ensure all franchisees are also meeting the criteria for a Living Wage.
  2. The intention of this clause is to at least cover cleaners and others coming in to the workplace to do regular work. It would generally apply to work done on the premises but some contracting out is not necessarily on the premises (e.g. book-keeping, deliveries) and could be taking place in other workplaces or in the home. In some cases the workplace is not a building and the contracted work could be out in the community (e.g. construction, home care, truck-driving). Wider procurement issues such as contracts the employer has with printers, telecommunication providers, electricity retailers and so on, would need to be addressed on a case-by-case basis. For the purposes of this provision they are not considered “regular and on-going” and would not be a requirement of accreditation.
  3. There is a current requirement in law to provide union access (Employment Relations Act 2000 s20). Accreditation will seek confirmation that this has been acted upon and that where there is a current relationship with a union that this union has been notified.

**Ordinary Council Minutes 11 December 2017**

**36 LIVING WAGE**

Moved (Cr Aaron Hawkins/Cr David Benson-Pope):

That the Council:

- a) **Commit** to paying all staff, on permanent or fixed term contracts, at or above the Living Wage.

**Motion carried (CNL/2017/236)**

Moved (Cr Aaron Hawkins/Cr David Benson-Pope):

- b) **Delegate** the Chief Executive, the scope to give effect to the resolution in a fashion mutually agreeable to both Council and the relevant unions.

**Division**

The Council voted by division:

- For: Crs David Benson-Pope, Rachel Elder, Christine Garey, Aaron Hawkins, Marie Laufiso, Mike Lord, Damian Newell, Jim O'Malley, Chris Staynes, Conrad Stedman, Andrew Whiley, Kate Wilson and Mayor Dave Cull(13).
- Against: Crs Doug Hall and Lee Vandervis (2).

The division was declared CARRIED by 13 votes to 2.

**Motion carried (CNL/2017/237)**

Moved (Cr Aaron Hawkins/Cr David Benson-Pope):

That the Council:

- c) **Request** a report be provided to the draft Annual Plan 2019/20 on options to include contracted staff over time in the commitment to pay a living wage and to consider, as part of that report to bring some services back in house.

**Division**

The Council voted by division.

- For: Crs David Benson-Pope, Rachel Elder, Christine Garey, Aaron Hawkins, Marie Laufiso, Mike Lord, Damian Newell, Jim O'Malley, Chris Staynes, Conrad Stedman, Andrew Whiley, Kate Wilson and Mayor Dave Cull (13).
- Against: Crs Doug Hall and Lee Vandervis (2).

The division was declared CARRIED by 13 votes to 2.

## 2019/20 RATING METHOD

Department: Finance

### EXECUTIVE SUMMARY

- 1 The draft budget as presented has an overall increase in rates of 5.0%. This increase in rates is collected through various funding mechanisms within the rating method.
- 2 The proposed changes to the rating method are discussed in this report. These include increases to the community services targeted rate (increase of 1.7%) and the stadium differentiated rates (increase of 1.8%).
- 3 Note the differential rating category previously known as "*Forsyth Barr Stadium*" has been renamed the "*Stadium: 10,000+ Seat Capacity*".

### RECOMMENDATIONS

That the Council, for the purposes of community engagement:

- a) **Approves** an increase in the community services targeted rate for the 2019/20 year to \$237.50 including GST.
- b) **Approves** an increase in the Stadium: 10,000+ Seat Capacity differentiated rates for the 2019/20 year based on the June 2018 Local Government Cost Index of 1.8%.
- c) **Approves** the current rating method for the setting of all other rates for the 2019/20 year.

### BACKGROUND

- 4 The purpose of this report is to detail the proposed changes to the rating method for the 2019/20 year.
- 5 In addition, the Council established the Rates and Funding Advisory Panel to review and provide advice on matters relating to the rating method. This report provides an update on the work undertaken last year by the Panel.
- 6 Please note that unless specified, all rating figures in this report are GST inclusive.

### DISCUSSION

- 7 The draft budget for the 2019/20 year proposes a 5.0% increase in rates. This increase in rates is collected through various funding mechanisms within the rates policy. The proposed changes are discussed in more detail below.



**Community Services Rate**

- 8 Over the past few years it has been agreed that the community services targeted rate should be increased annually by the Local Government Cost Index (LGCI). Allowing for both the June 2018 LGCI of 1.8% and rounding to the nearest 50 cents this would increase this from \$233.50 to \$237.50 for the 2019/20 year. The community services rate is a fixed charge on all rateable properties.

**Stadium Rates**

- 9 Since the 2013/14 year, the differentiated stadium rates have been inflation adjusted annually. For the 2019/20 year, it is proposed to increase these rates by the June 2018 LGCI of 1.8%.

**Schedule of Rates**

- 10 Attachment A, summary of current and proposed rates, provides details of the individual rates and the amount collected from each rate.
- 11 Attachment B, summary information, provides a summary of fixed charges and general rates.

**Overall Impact**

- 12 The following table shows the overall rates income (including GST) by property category for 2018/19 and 2019/20.

Category	2018/19 (\$'000)	2019/20 (\$'000)	\$ change (\$'000)	% change
Residential	109,695	115,280	5,585	5.1%
Lifestyle	5,375	5,666	291	5.4%
Commercial	51,090	53,541	2,451	4.8%
Farmland	5,015	5,246	231	4.6%
<b>Total</b>	<b>171,175</b>	<b>179,733</b>	<b>8,558</b>	<b>5.0%</b>

- 13 The table below shows, for the average value property in each category and the total estimated rates for 2019/20. The examples include general rates and the community services rate for all properties. Targeted rates are included for residential and commercial properties only.

Including GST	Capital Value	Rates 2018/19	Rates 2019/20	\$ change (\$'000)	% change
Residential	326,800	2,261	2,362	101	4.5%
Lifestyle	561,000	1,929	2,020	91	4.7%
Commercial	1,307,000	15,954	16,686	732	4.6%
Farmland	1,157,000	3,176	3,331	155	4.9%

- 14 Attachment C provides further sample property rate impacts for each category of property. The sample property rate impacts incorporate:
- The forecast rate increase of 5.0%.
  - An increase of \$4.00 in the community services rate.
  - An increase of 1.8% in the differentiated rates paid by the Stadium: 10,000+ Seat Capacity.

**Rate Maximum**

- 15 Under the Local Government (Rating) Act 2002, certain rates must not exceed 30% of total rates revenue. This includes the use of a uniform annual general charge and any targeted rates that are set on a uniform basis excluding targeted rates set solely for water supply or sewage disposal. Based on the draft budgets, these rates represent 25% of total rates revenue.

**Rate Rebate**

- 16 When considering the affordability of rates on low income households, for the 2017/18 year, around 2,900 residential properties received a government funded rates rebate. The average rebate was \$566; the maximum rebate available was \$620.

**Rates and Funding Advisory Panel**

- 17 The Panel was established to consider matters relating to the rating method. The work of the Panel during the last year was focused on residential properties being used for short term visitor accommodation (STVA). A separate report on this issue has been provided to the Council for consideration.
- 18 The Panel also discussed central city targeted rates. Consideration of a new targeted rate for those properties benefiting most from the central city development projects will continue to be progressed by the Panel.

**OPTIONS**

- 19 No options are provided as this report is giving effect to the current rate method and previous decisions of the Council.

**NEXT STEPS**

- 20 If adopted, the proposed rating method will be included in the supporting documentation that accompanies the draft 2019/20 budget.
- 21 While the Council is engaging with the community on the draft 2019/20 budget, rate account information will be available on the DCC website that shows the proposed rating impact by individual rate account.

**Signatories**

Author:	Carolyn Allan - Senior Management Accountant
Authoriser:	Gavin Logie - Financial Controller Dave Tombs - General Manager Finance and Commercial

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓ A</a>	Summary of current and proposed rates	124
<a href="#">↓ B</a>	Summary information	125
<a href="#">↓ C</a>	Sample rates	126

## **SUMMARY OF CONSIDERATIONS**

### ***Fit with purpose of Local Government***

This decision relates to providing a regulatory function and it is considered good-quality and cost-effective.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This decision fits with the strategic framework because it provides the necessary rates funding to implement the activities included in the draft 2019/20 budget.

### ***Māori Impact Statement***

There are no known impacts for tangata whenua.

### ***Sustainability***

There are no implications for sustainability.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

The proposed rating method will be set out with the draft 2019/20 budget material during the community engagement period.

### ***Financial considerations***

The proposed rating method will be set out with the draft 2019/20 budget material during the community engagement period.

### ***Significance***

This decision is considered low in terms of the Council's Significance and Engagement Policy.

### ***Engagement – external***

The proposed rating method will be set out with the draft 2019/20 budget material during the community engagement period.

### ***Engagement - internal***

Internal engagement has occurred with staff in the relevant departments.

### ***Risks: Legal / Health and Safety etc.***

There were no risks identified.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

There are no known implications for Community Boards.

**Summary of Current and Proposed Rates**

		2018/19 Current		2019/20 Proposed		Increase/(Decrease)		
Rates (Including GST)	Basis of Rate	Rate	Rates Collected	Rate	Rates Collected	Rate	Rates Collected	Rates Collected
	Note 1	Note 2	\$'000	Note 2	\$'000		\$'000	%
General Rates								
Rate in \$, Capital Value, Differentiated								
Residential	cv	0.3181	49,388	0.3344	52,222	5.1%	2,834	5.7%
Lifestyle	cv	0.3022	4,294	0.3178	4,553	5.2%	259	6.0%
Commercial	cv	0.7795	31,850	0.8194	33,495	5.1%	1,645	5.2%
Farmland	cv	0.2543	4,213	0.2674	4,439	5.2%	226	5.4%
Residential Heritage Bed & Breakfast	cv	0.5567	27	0.5813	28	4.4%	1	5.4%
Stadium 10,000 plus seat	cv	0.0600	109	0.0611	111	1.8%	2	1.7%
Total General Rates			89,881	94,848		4,967 5.5%		
Targeted Rates								
Community Services								
Residential, Farmland, Lifestyle, Utilities	suip	233.50	12,420	237.50	12,725	1.7%	305	2.5%
Commercial	ru	233.50	652	237.50	663	1.7%	11	1.7%
Total Community Services			13,072	13,388		316 2.4%		
Tourism/Economic Development								
Commercial	cv	0.0142	573	0.0142	573	-0.0%	(0)	-0.1%
Stadium 10,000 plus seat	cv	0.0013	2	0.0013	2	1.8%	0	1.8%
Total Tourism/Economic Development			575	575		(0) -0.1%		
Drainage								
Fixed Charge								
Residential, Lifestyle & Farmland (Note 3)	suip	535.00	25,299	560.00	26,611	4.7%	1,312	5.2%
Commercial, Residential Institutions, Schools (Note 3)	ru	535.00	1,556	560.00	1,626	4.7%	70	4.5%
Churches	ru	102.25	12	102.25	12	0.0%	0	0.0%
Rate in \$ CV								
Commercial & Residential Institutions (Note 3)	cv	0.2881	12,951	0.2988	13,551	3.7%	600	4.6%
Schools (Note 3)	cv	0.1813	623	0.1880	658	3.7%	35	5.6%
Stadium 10,000 plus seat	cv	0.0225	41	0.0229	42	1.7%	1	1.8%
Total Drainage Rates			40,482	42,500		2,018 5.0%		
Kerbside Recycling Collection Fixed Charge								
Residential, Farmland, Lifestyle, Utilities	suip	66.30	3,254	66.30	3,277	0.0%	23	0.7%
Commercial	ru	66.30	13	66.30	15	0.0%	1	7.9%
Total Kerside Collection Rates			3,267	3,292		25 0.8%		
Water								
Fixed Charge								
Residential, Lifestyle & Farmland (Note 3)	suip/unit	387.00	19,151	405.00	20,109	4.7%	958	5.0%
Fire Protection	suip	116.10	20	121.50	21	4.7%	1	5.0%
Fire Protection, Rate in \$ CV								
Commercial	cv	0.0800	3,788	0.0832	3,965	4.0%	177	4.7%
Residential Institutions	cv	0.0600	262	0.0624	288	4.0%	26	10.0%
Stadium 10,000 plus seat	cv	0.0090	16	0.0092	17	1.4%	0	1.8%
Total Water Rates			23,237	24,400		1,163 5.0%		
Other Targeted Rates								
Private Street Lighting	suip	149.40	34	149.40	34	0.0%	0	0.0%
Allanton	suip	411.00	22	411.00	22	0.0%	(0)	-0.7%
Blanket Bay	suip	636.00	1	636.00	1	0.0%	0	0.0%
Curles Point	suip	749.00	1	749.00	1	0.0%	0	0.0%
Total Other Rates			58	58		(0) -0.3%		
Voluntary Targeted Rates								
Warm Dunedin	suip	various	603	various	673		70	11.6%
Total Voluntary Rates			603	673		70 11.6%		
Total Rates Including GST			171,175	179,733		8,558 5.0%		
Total Rates Excluding GST			148,848	156,290		7,442 5.0%		

Note 1: cv = capital value, suip = separately used or inhabited part of a rating unit, ru = rating unit.

Note 2: Fixed charge unless specified as a rate in the dollar.

Note 3: Charges are reduced to 50% where a property is not connected/supplied but is capable of being connected/supplied.

### Summary Information

Note : All numbers are GST INCLUSIVE

#### Summary of Fixed Charges

	This Year 19/20	Last Year 18/19	Increase \$	Increase %
Community Services	237.50	233.50	4.00	1.7%
Kerbside Recycling	66.30	66.30	0.00	0.0%
Water	405.00	387.00	18.00	4.7%
Drainage	560.00	535.00	25.00	4.7%
<b>Total Fixed Charges</b>	<b>1,268.80</b>	<b>1,221.80</b>	<b>47.00</b>	<b>3.8%</b>

#### Summary of General Rates

	General Rate Share	Total CV each group	General Rate Rate in \$	CV %ages	General Rate Factor	General Rates Paid
Residential	55.06%	15,618,311,600	0.003344	67.8%	1.00	52,221,710
Lifestyle	4.80%	1,433,173,500	0.003178	6.2%	0.95	4,553,243
Commercial	35.08%	4,105,623,650	0.008194	17.8%	2.45	33,281,252
Commercial Strath Taieri	0.23%	26,486,700	0.008194	0.1%	2.45	213,740
Farmland	4.68%	1,659,944,050	0.002674	7.2%	0.80	4,438,430
Residential Heritage B&B	0.03%	4,895,000	0.005813	0.02%	1.74	28,455
Stadium 10,000 plus seat	0.12%	181,500,000	0.000611	0.8%	0.18	110,860
	<b>100.00%</b>	<b>23,029,934,500</b>		<b>100.0%</b>		<b>94,847,690</b>

**Sample Rate Accounts**

**Average Capital Value Rates**

	CV	2018/19 Rates	2019/20 Rates	Increase	Increase %
<b>Residential</b>					
Average CV	326,800				
General Rates		1,040	1,093	53	5.1%
Community Services		234	238	4	1.7%
Kerside Recycling		66	66	0	0.0%
Water		387	405	18	4.7%
Drainage		535	560	25	4.7%
<b>Total</b>		<b>2,261</b>	<b>2,362</b>	<b>100</b>	<b>4.4%</b>
<b>Commercial</b>					
Average CV	1,307,000				
General Rates		10,188	10,710	521	5.1%
Community Services		234	238	4	1.7%
Tourism Economic		186	186	(0)	-0.0%
Fire Protection		1,046	1,087	42	4.0%
Drainage		535	560	25	4.7%
Drainage CV		3,765	3,905	140	3.7%
<b>Total</b>		<b>15,954</b>	<b>16,686</b>	<b>732</b>	<b>4.6%</b>
<b>Farmland</b>					
Average CV	1,157,000				
General Rates		2,942	3,094	152	5.2%
Community Services		234	238	4	1.7%
<b>Total</b>		<b>3,176</b>	<b>3,331</b>	<b>156</b>	<b>4.9%</b>
<b>Lifestyle</b>					
Average CV	561,000				
General Rates		1,695	1,783	88	5.2%
Community Services		234	238	4	1.7%
<b>Total</b>		<b>1,929</b>	<b>2,020</b>	<b>92</b>	<b>4.7%</b>

**Other Sample Properties Rates**

	CV	2018/19 Rates	2019/20 Rates	Increase	Increase %
<b>Residential</b>					
Lower Quartile	225,000	1,938	2,021	84	4.3%
Mode	245,000	2,001	2,088	87	4.3%
Median Value	285,000	2,128	2,222	93	4.4%
Average	326,800	2,261	2,362	100	4.4%
Upper Quartile	380,000	2,431	2,540	109	4.5%
Example	450,000	2,653	2,774	120	4.5%
Example	540,000	2,940	3,075	135	4.6%
<b>Commercial</b>					
Lower Quartile	185,000	2,918	3,046	129	4.4%
Median Value	390,000	5,300	5,538	239	4.5%
Upper Quartile	900,000	11,225	11,738	513	4.6%
Average	1,307,000	15,954	16,686	732	4.6%
Example	2,000,000	24,005	25,110	1,105	4.6%
Example	5,000,000	58,860	61,579	2,719	4.6%
Example	10,200,000	119,275	124,791	5,516	4.6%
<b>Farmland (General and Community Services Rates only)</b>					
Median Value	430,000	1,327	1,387	60	4.5%
Average	1,157,000	3,176	3,331	156	4.9%
Upper Quartile	1,260,000	3,438	3,607	169	4.9%
Example	1,950,000	5,192	5,452	259	5.0%
Example	7,500,000	19,306	20,293	987	5.1%
Example	10,500,000	26,935	28,315	1,380	5.1%
<b>Lifestyle (General and Community Services Rates only)</b>					
Lower Quartile	370,000	1,352	1,413	62	4.6%
Median Value	542,000	1,871	1,960	89	4.7%
Average	561,000	1,929	2,020	92	4.7%
Upper Quartile	710,000	2,379	2,494	115	4.8%
<b>Residential Heritage Bed and Breakfasts</b>					
Example	650,000	4,569	4,764	194	4.3%