



PART 6 POLICIES AND STATEMENTS

The following policies and statements are presented in Part 6:

- Revenue and Financing Policy.
- Rates Remission Policy
- Policy for Early Payment of Rates in the Current Financial Year
- Policy on Rate Relief for Maori Freehold Land
- Significance and Engagement Policy
- Statement on Fostering Maori Participation in Council Decision-Making

REVENUE AND FINANCING POLICY

In this document we use the words “public” or “private” to reflect who benefits from the services Council provides. When the word “public” is used it means the community at large will receive benefits and generally it is more efficient to charge for those through a rate. When the word “private” is used it means that either an individual or an identifiable group of individuals will receive benefits and generally this group can be charged either directly through user charges because it is efficient to do so or by using a targeted rate.

1 INTRODUCTION

1.1 PURPOSE

The Revenue and Financing Policy explains “who pays and why”. It shows how Council activities are funded. It is not about what Council does, nor is it about what it costs. Revenue sources include rates, fees, charges, subsidies and investments.

1.2 THE LEGISLATION

A Revenue and Financing Policy is required under Section 102(2)(a) of the Local Government Act 2002 (the Act).

Section 103 specifies what needs to be included in the policy. The policy is to separately specify Council’s policies for funding capital expenditure and for funding operating expenditure. The policy is to do this in relation to sources specified in Section 103(2). These are:

- a) General rates, including:
 - (i) Choice of valuation system; and
 - (ii) Differential rating; and
 - (iii) Uniform annual general charge
- (b) Targeted rates;
 - (ba) Lump sum contributions
- (c) Fees and charges;
- (d) Interest and dividends from investments;

- (e) Borrowing;
- (f) Proceeds from asset sales;
- (g) Development contributions
- (h) Financial contributions under the Resource Management Act 1991
- (i) Grants and subsidies; and
- (j) Any other source.

The policy must comply with section 101(3) of the Act, which states:

“The funding needs of the local authority must be met from those sources that the local authority determines to be appropriate, following consideration of, -

- (a) in relation to each activity to be funded, -
 - (i) the community outcomes to which the activity primarily contributes; and
 - (ii) the distribution of benefits between the community as a whole, any identifiable part of the community, and individuals; and
 - (iii) the period in or over which those benefits are expected to occur; and
 - (iv) the extent to which the actions or inactions of particular individuals or a group contributes to the need to undertake the activity; and
 - (v) the costs and benefits, including consequences for transparency and accountability, funding the activity distinctly from other activities; and
- (b) the overall impact of any allocation of liability for revenue needs on the community.”

1.3 STRUCTURE OF THE POLICY

To meet the requirements of the Act, this policy is structured as follows:

- A brief commentary on the relationships between this policy and other policies required by the Act.
- Council’s policy on funding capital expenses.
- Council’s policy on funding operating expenses

1.4 RELATED POLICIES

A number of Council policies have relationships with the Revenue and Financing Policy:

- Financial Strategy - this Strategy facilitates prudent financial management by Council by providing a

guide for it to consider proposals for funding and expenditure against, and it makes transparent the overall effects of those proposals on the Council's services, rates, debt, and investments.

- Liability Management Policy¹ – this Policy outlines Council's policies in respect of the management of both borrowing and other liabilities.
- Investment Policy¹ – this Policy outlines Council's policies in respect of investments.
- Development Contributions Policy – the Act and the Resource Management Act 1991 each permit Council to require developers to provide or make financial contributions for the provision of community infrastructure. This is a potential source of funding for Council.
- Rates Remission and Postponement Policies – these policies detail those circumstances under which Council will give consideration to the remission or postponement of rates on properties.

2 FUNDING OF CAPITAL EXPENDITURE

Section 103(1) of the Act requires Council to specify its policy on the funding of capital expenditure separately from its policy on the funding of operating expenditure. "Capital" costs that need to be funded relate predominantly to – the purchase of new assets and the replacement of existing assets. In addition, Council uses different funding sources which are determined by the nature of the capital works themselves.

Council takes a consolidated corporate approach to the management of its financial position. Through its Long Term Plan it determines what capital expenditure is sustainable within the prudential guidelines it has set itself. These parameters are contained in the Financial Strategy.

Activity management plans are maintained for all activities and these provide information about the services Council will be providing, the condition of any assets and asset renewals required to maintain desired service levels.

Renewal work which relates to upgrades of existing assets is funded by a mixture of depreciation reserves, rates, financial contributions under the Resource Management Act 1991, subsidies, and in some instances loans.

New capital works are funded from subsidies and grants (when available), user contributions, financial

contributions under the Resource Management Act 1991, development contributions, reserves, asset sales, rates, and loans.

Through the application of its "Development Contributions" policy Council seeks to obtain contributions to fund infrastructure required due to District growth.

Council policy is to move to fully fund depreciation (the wear and loss of service potential of existing assets during their lifetime through rates and other operational income streams, stepped in over a number of years. The move to fully fund depreciation will have a significant cost implication for Council, and operational spending has been prioritised to remain within the set financial limits. The timing of the stepping in of funding depreciation will be used to smooth the increases in rates over the 10 years of the 2015-2025 Long Term Plan.

Where loans are used to fund capital expenditure, they will be limited to a term of 20 years, or the life of the asset, whichever is the shorter. In some cases, where capital expenditure will benefit residents for a long period into the future, for example where 100 year capacity is designed into a project, it may be more equitable to have a long term loan, to ensure those who benefit pay the costs. The Waimea Community Dam is proposed to have a 30 year table loan for this reason. The use of one off windfall gains, and/or unbudgeted additional dividends will be used in the first instance to repay debt. Council will then determine the best use of the additional funds. Additional cash received by Council from asset sales will be used to repay any debt associated with that asset, any funds remaining will be used as determined by Council. The original source of funds, restrictions and the use of related income will be recognised in the use of proceeds from asset sales. It is also noted that where there is a legal responsibility associated with any property that may be sold, that responsibility will be managed accordingly.

One of the considerations in relation to the funding of activities is "the period in or over which those benefits are expected to occur" (s101(3)(a)(iii)). This is sometimes described as the inter-generational equity principle. Underlying this principle is the notion that if Council provides a new asset for the community such as a new water reservoir or new library, the cost of providing that asset should be spread over time so that all those who benefit from it should pay for part of the cost. In practice this would be achieved by borrowing at least part of the cost of the asset and repaying the loan over the lifetime of the asset or a shorter timeframe as determined by Council.

¹ Note that both policies are contained within a single document titled '*Tasman District Council Treasury Risk Management Policy – Including Liability Management and Investment Policies*'.

3 FUNDING OF OPERATING EXPENSES

Council has made a determination as to the most appropriate way of funding the operating expenses for each activity. This was based on an assessment of the nature of the benefits provided from the activity, who benefits (ie the whole community, identifiable groups or individuals) and for what period.

In general terms Council has determined:

- An activity should be collectively funded if the benefits of the activity are largely received by the broader community without differentiation, in equivalent proportions, and the costs of the activity cannot easily be attributed to an individual or group of individuals.
- For example: Civil Defence. Everyone benefits. No individual can be responsible for the costs. Therefore it is entirely publicly funded.
- An activity should be funded on a user-pays basis if an individual or group of individuals directly receives benefits of the activity exclusively, and the costs of the activity can easily be attributed to that individual or group of individuals.
- For example: Community Housing. Only individuals that live in the housing benefit directly. Those individuals can be held responsible for the costs. Therefore it is entirely funded by users.
- Where practical an activity should be funded by fees and charges if the user of the service can easily be identified and if there is clear private benefit of a service. If it is possible to efficiently impose a charge Council does so, on the basis of either recovering the full cost of the service, the marginal cost added by additional users, or at a rate that the market will pay. Examples are building consents, and dog licences.
- An activity can be funded from other sources if the benefits of the activity are largely received by the broader community without differentiation, in equivalent proportions, but the costs of the activity can be met by other means.
- For example: Transportation. Everyone benefits. No individual can be responsible for the costs. However, Council is eligible for central government grants from organisations such as New Zealand Transport Agency. Therefore it is entirely publicly funded, but a proportion of the costs are recouped from “other” sources.
- Although Council believes that it would be appropriate to charge for some activities on a user-pays basis, this is not always practicable and sometimes a proxy is required.
- For example: Wastewater. Everyone connected to a wastewater scheme benefits although the extent of use depends on the nature of the use of the property. Tradewaste can be measured and separately charged for. It is not practical to measure other non-residential users with higher volumes, such as motels or hospitals, but a proxy of the number of pans can be used.
- That the whole district should contribute funds to a range of infrastructure assets irrespective of their location and the population they serve. Through this club approach, all residents will share in the costs and benefits of paying for each other’s infrastructure and services. Once in a club areas cannot opt out in the future. In addition, joining the club will involve a consideration of the related future capital works programme for the area.

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

- Any operating grants or subsidies for a particular activity are used to reduce the gross cost.
- Where it is practical to recover the designated portion of the net operating cost of an activity from a private user or exacerbator, fees and charges are set at levels designed to achieve this provided there are no legislative constraints on doing this.
- Where a fee or charge is not practical, targeted rates may be set in accordance with Council’s rating policies.
- The General Rate is used to recover the costs of activities that provide benefits for the entire district, and where it is uneconomic to collect via user charges or targeted rates.
- Rating policies including the details of targeted rates, the level of the UAGC, the choice of valuation base for the general rate and the details of the differential system will be outlined in the Rates Funding Impact Statement in the Long Term Plan or Annual Plan as appropriate.

The following section of this policy sets out each Council activity area and discusses the matters required under Section 101(3)(a) regarding the appropriate source of funding for operating expenses for each activity. It looks at the contribution each activity makes to the community outcomes and how the activity benefits individuals, parts

of the community or the whole community. The funding sources are presented as a target range. The actual contribution from each funding source may vary from year to year depending on the relative contributions required for the sub-activities, external grants and subsidies and/or the impact of one off events.

Council funds operating expenditure from the following sources:

- General rates
- Targeted rates
- Fees and charges
- Grants and subsidies
- Dividends and interest
- Other operating revenue

Council may choose not to fully fund operating expenditure in any particular year if the deficit can be funded by operating surpluses in the preceding or subsequent years. An operating deficit will only be budgeted where it would be beneficial to avoid significant fluctuations in rates, fees or charges.

3.1 RATING SOURCES

Rates are a property tax and the legislative provisions covering the levying and collection of rates are prescriptive. Council has no discretion in applying the statutory provisions. Because fixed charges per property result in a regressive tax outcome Central Government has restricted their use. Council must not receive more than 30% of its total rates income from the Uniform Annual General Charge (UAGC) and other targeted rates set on a uniform basis (excluding rates for water supply and sewage disposal).

Council has identified a number of rating sources under either general or targeted rates. These are detailed in Council's Funding Impact Statement. In summary, Council's rating sources are identified as follows:

GENERAL RATE

This is a major source of Council's revenue and is used to levy rates where there is a deemed general benefit for the activity across the entire District, or where it is not economic to fund separately. Council continues to review its funding policy giving consideration to perceived areas of direct or indirect benefit for each activity and any new projects proposed by Council.

Council sets a general rate based on the capital value of each rating unit in the District. This rate is set at a rate in the dollar of capital value.

UNIFORM ANNUAL GENERAL CHARGE (UAGC)

This rate is a method of collecting part of the general rate and is levied as a fixed amount per rateable property. It is deemed that properties receive equal benefit for some services they receive regardless of the rateable value of those properties and, therefore, it is appropriate to charge some of the general rate as a fixed amount through a UAGC.

TARGETED RATES

Targeted rates are also a major source of Council revenue. Council has identified targeted rates over the next 10 year period for:

- Stormwater
- Water supply
- Wastewater
- Regional river works
- Motueka and Richmond business rates
- Ruby Bay stopbank
- Mapua stopbank
- District facilities
- Shared facilities
- Museums facilities
- Facilities operations
- Golden Bay and Motueka community boards
- Refuse/recycling
- Mapua rehabilitation
- Torrent Bay replenishment
- Motueka flood control
- Warm Tasman

Council predominantly levies targeted rates on the basis of direct user pays for benefit received, however, in some cases targeted rates are levied as a proxy for direct user pays only. The number of targeted rates levied by Council has increased significantly in recent years as a result of Council determining that where practicable property owners will pay for a direct benefit received. In some situations it is uneconomic to collect the costs of an activity via a targeted rate, in those cases the costs are covered by the general rate.

PAYMENT ALLOCATION

It is Council's policy that payments received will be applied to the oldest amounts outstanding first.

4 ACTIVITIES

Council has established 13 Groups of Activities for this Long Term Plan. The groups of activities are listed below and include the five mandatory groups of activities required under the 2010 amendment to the Local Government Act 2002.

4.1 ENVIRONMENTAL MANAGEMENT

The Environmental Management group of activities covers the provision of environmental policy advice, development and implementation of resource management policies and plans, investigating significant environmental issues, maintaining resource information, assessing and processing resource consent applications and related compliance monitoring and enforcement, and undertaking biosecurity (pest management) responsibilities.

CONTRIBUTION TO COMMUNITY OUTCOMES

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique environment is healthy and protected.	<ul style="list-style-type: none"> • By having in place policies and plans that promote sustainable management of natural and physical resources and, where necessary, regulating activities which would over time degrade the environment or place resources under pressure, keeps Tasman District special. • By monitoring and investigating the state of the environment and the trends, risks, and pressures it faces, we can make better decisions and have in place policies and plans that promote sustainable management of natural and physical resources, and where necessary, that regulate activities which overtime would degrade the environment or place resources under pressure, keeps Tasman special. • By managing animal and plant pests, working with landowners and others to protect biodiversity, soil and water sustainability, and educating to encourage responsible environmental behaviours, we seek to ensure Tasman remains special. • By ensuring consent approvals for the development and use of the environment promote sustainable management of natural and physical resources. Where necessary, conditions can be imposed (and monitored) that regulate activities which overtime would degrade the environment or place resources under pressure. • By ensuring that living environments are pleasant, safe, and that the activities of others do not adversely impact on citizens' lives and are appropriate in location and scale. • By monitoring and investigating the state of the environment and the trends, risks, and pressures it faces, we can make better decisions and have in place policies and plans that contribute to this outcome. • By educating people and providing them with information to enable them to live more sustainably and to be more resilient. • By having in place effective resource planning processes which ensure infrastructure provision is appropriate, efficient, and available to meet the demands of the community. • By promoting best practice and efficiency measures in the design and use of important utility services.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	
Our infrastructure is efficient, cost effective and meets current and future needs.	

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our communities are healthy, safe, inclusive and resilient.	<ul style="list-style-type: none"> • By having in place processes which safeguard the community's health and wellbeing and which ensure resource use and human activities affecting resources do not adversely affect quality of life or community interests. • By maintaining an effective flood warning system and working to identify contamination risks which are designed to promote safety of people and community interests.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity	<ul style="list-style-type: none"> • By identifying heritage values of significance to the district and having in place a framework for protecting and enhancing these values, including sites which are important to iwi.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	<ul style="list-style-type: none"> • Public participation is provided for in the processes of developing and administering policies and plans under the Resource Management and Biosecurity Acts. • We make environmental information available and work with groups in the community to help them make environmentally sound decisions
Our region is supported by an innovative and sustainable economy.	<ul style="list-style-type: none"> • Policies, plans and information help identify opportunities for economic development and potential hazards and constraints affecting such opportunities. • Resource information identifies opportunities for economic development in the use and development of resources of benefit to current and future generations, and potential hazards and constraints affecting such opportunities. • Resource consents can facilitate economic development opportunities and compliance monitoring can ensure fair and equal opportunities for all. • We encourage people to adopt best practice in relation to their use of resources such as land, water, air, and the coast.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through:

- Ensuring that the District's development is sustainable.
- Resource information is available to developers and environmental agencies.
- Environmental educational activities are undertaken to encourage behaviour with the community that promotes good environmental practices and supports community interests.
- Processing resource consent applications and undertaking associated compliance.

Beneficiaries of this group of activities

Council considers the beneficiaries of this activity to be the community, future generations, schools, resource users, sector groups (e.g. farmers or businesses), resource consent applicants and Tangata Whenua.

Distribution of benefits

The Environmental Management group of activities are considered to provide predominantly public benefits to the community as a whole. The community benefits from the sustainable management of the District’s natural and physical resources and enhanced community well-being. Council’s monitoring and investigation activity provides information on the state of the environment, on the risks to environmental values, and on environmental trends. The information assists well-informed decision-making and planning which promotes a better environment and the sustainable use and development of resources. The community will benefit through being encouraged to change their behaviour to be more environmentally responsible. The community generally and the farming community will benefit from Council’s biosecurity operations (eg Bovine Tb control).

Successful resource consent applicants are able to use resources. The process safeguards the environment from adverse effects, and encourages a pleasant, safe and healthy lifestyle and environment for everyone. The major area of private benefit relates to resource consent application processing and any privately initiated plan changes. One exception is those ratepayers who decide to opt into Councils Warm Tasman scheme, these ratepayers receive a private benefit and are charged the Warm Tasman Rate.

The costs and benefits of funding the group of activities distinctly from other activities

Council has the appropriate systems in place to separately identify the charges and costs of this group of activities. Council considers that the most appropriate method to recover the public benefit component is generally the general rate and considers the most appropriate method to recover the private portion is fees and charges or targeted rates. For transparency and accountability the costs associated with this activity have been separated from other Council activities. Some funding is secured under contract and grants from third party sources.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the group of activities

Statutory obligations and community expectations are increasingly requiring good environmental policy, and good information to better understand our environment and the impacts we are having on it. Resource consent applicants generate the need for consents to be processed and monitored, and community groups may have concerns about the effects of an activity on them or the environment.

Period in which the benefits are expected to occur

The benefits of this group of activities are both immediate in terms of direct public response to Council initiatives, through to long-term environmental benefits.

FUNDING SOURCE	TARGET FUNDING STREAMS %
General Rates	65% - 75%
Targeted Rates	0% - 5%
Interest and Dividends from investments	0% - 5%
Fees and Charges	20% - 30%

Note: the funding % relates to the whole activity, not individual components of it.

4.2 PUBLIC HEALTH AND SAFETY

The Public Health and Safety group of activity covers Council's building control, environmental health, liquor licensing, food safety, animal control, civil defence emergency management, rural fire, maritime safety and parking control activities.

CONTRIBUTION TO COMMUNITY OUTCOMES

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected.	Managing risk from rural fire and ensuring recreational boating is safe keeps Tasman special.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	The activity ensures that living environments are safe, and that the activities of others do not negatively impact on citizen's lives. Through ensuring buildings are well constructed, safe and weather tight, the activity contributes to the development of the District, and also ensures that the resale value of the community's assets are protected.
Our infrastructure is efficient, cost effective and meets current and future needs.	Parking control ensures parking facilities are available to ensure public access to urban retailers and services.
Our communities are healthy, safe, inclusive and resilient.	This activity safeguards the community's health and well-being by ensuring standards of construction, food safety, and registered premises operation are met and that liquor consumption and nuisances from dogs and stock, and risk from fire do not adversely affect quality of life. Our civil defence and emergency management system is designed to promote the safety of people and a resilient community.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	Safe boating and providing such things as ski lanes ensures community access to the coastal waters of Tasman.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	We encourage people to make preparations for civil emergencies.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: ensuring that the District's public health and safety is maintained and applications for permits and building consents are processed.

Beneficiaries of this group of activities

Council considers the beneficiaries of this activity to be property owners/operators, future owners/operators, the community, and central government. The setting and enforcing of safe standards, provides public health and safety for the wider community.

Distribution of benefits

Building control activity provides the majority of benefits to those applying for building consents, although there is some public benefit through the activity to maintain public safety, which is recovered through the general rate and uniform annual general charge.

Rural fire, harbourmaster and civil defence activities benefit public health and safety for the whole community. Where possible the cost of extinguishing a fire is recovered from the person responsible for lighting the fire where that can be determined. The Council considers that the community at large benefits from these activities.

The main benefits of environmental health services are public health and safety, through control of infectious diseases and monitoring of environmental standards.

The benefits from undertaking parking control, while ensuring fair access to CBD shopping, is largely considered to be a public benefit. Any infractions detected are, however, a private cost.

The benefits of dog control are considered to be largely public, through protection of the public. Private individuals benefit through administration of the registration system and returning lost or strayed animals. While there are public benefits, the Council considers that exacerbators should fund this activity and therefore the public benefit is to be funded by registration fees.

The costs and benefits of funding the group of activities distinctly from other activities

Council has the appropriate systems in place to separately identify the charges and costs of this activity. With the exception of dog control and parking control Council considers that the most appropriate method to recover the public benefit component is general rate and considers the most appropriate method to recover the private portion is fees and charges. For transparency and accountability reasons the costs associated with this group of activities have been separated.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the group of activities

The need to undertake these activities is driven by statutory obligations and applicants who generate the need for consents and licences to be processed, and community groups who may have concerns about the effects of an activity on them or the environment.

Period in which the benefits are expected to occur

The benefits of this group of activities range from immediate private benefit gained through the granting of consents and licences, or responding to complaints (e.g. about dogs), through to longer term benefits (e.g. from the construction of safe buildings).

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Rates	25% – 35%
Fees and Charges	55% – 65%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.3 TRANSPORTATION, ROADS AND FOOTPATHS

The Council manages of a transportation approximately 1,700km of roads, (944km sealed and 757km unsealed), 475 bridges (including footbridges), and associated footpaths, walkways, car parks, streetlights, traffic signs and culvert pipes. This activity also includes transport planning, road safety, cycleways and public transport services.

CONTRIBUTION TO COMMUNITY OUTCOMES

Council operates, maintains and improves the transportation services and assets on behalf of its ratepayers. The transportation services and assets enhance community and economic interests. They enable goods to get to markets and people to get to work, and improve the District’s recreational assets (e.g. cycleways). The transportation, roads and footpaths group of activities contribute to the Community Outcomes as detailed below.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our communities are healthy, safe, inclusive and resilient.	Our network of roads, footpaths, cycleways and carparks are safe, uncongested and maintained cost-effectively. Our network of roads connects communities across the district.
Our infrastructure is efficient, cost effective and meets current and future needs.	Our urban communities have a means of travel for pedestrians, cyclists and commuters that is safe and efficient. Our rural communities have safe and effective access to our transportation network

REVENUE AND FINANCING POLICY

Council’s Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council’s Community Outcomes, through: ensuring that the people of the District and visitors have access to facilities, services, employment and recreational activities, and enabling businesses to get products to markets.

Beneficiaries of this activity

Council considers that the beneficiaries of this group of activities include: motorists, cyclists, pedestrians, public, industry, businesses, commercial transport operators and passengers, planners and developers.

Distribution of benefits

The benefits apply in part to the whole community, as people are free to use any public road in the District. The subsidies from road user charges and petrol tax provided to the Council by the New Zealand Transport Agency reflect partly the private benefits that accrue from the use of much of the roading network. The balance of costs must be recovered through general rates to reflect the public benefit from the roading network.

Businesses are able to move goods swiftly. Individuals can travel to employment, recreation, health, education and other activities. Well designed and landscaped roads benefit the general community from a safety point of view as well as offering the enjoyment of pleasant surroundings.

The costs and benefits of funding the group of activities distinctly from other activities

Council has the appropriate systems in place to separately identify the charges and costs of this group of activities. Council considers that the most appropriate method to recover the public benefit component is general rate and considers the most appropriate method to recover the private portion is fees and charges or development contributions.

The benefit of funding transportation, roading and footpaths separately from other Council activities is that these activities constitute a large component of the District's rates and it enables costs to be allocated in a transparent and fair manner.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the group of activities

All road users receive direct benefits and contribute to the need to undertake these activities. Businesses and industries also contribute through the need to move goods swiftly. Individuals contribute through the desire to travel to employment, recreation, health, education and other activities.

Developers add to the demands placed on schemes by requiring the Council to undertake new capital works related to growth. The Council applies development contributions to fund these costs – refer to the Development Contributions Policy.

Period in which the benefits are expected to occur

The transportation systems that are being implemented over the next 10 years will provide long-term benefit to the community.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Rates	65% - 80%
New Zealand Transport Agency	20% - 30%
Fees and Charges	0% - 10%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.4 COASTAL STRUCTURES

The activity comprises the provision and management of coastal structures (wharves and jetties, boat ramps and foreshore protection walls) by Council and the provision of navigation aids to help safe use of the coastal waters.

CONTRIBUTION TO COMMUNITY OUTCOMES

Council maintains and improves the infrastructure assets relating to coastal structures on behalf of the ratepayers to enhance community interests and improve the District's coastal commercial and recreational assets. The coastal structures group of activities contributes to the community outcomes as detailed below.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected	Coastal structures can be managed so their impact does not affect the health and cleanliness of the receiving environment.
Our urban and rural environments are people-friendly, well planned and sustainably managed.	The coastal structures activity ensures our built environments are functional, pleasant and safe by ensuring the coastal structures are operated without causing public health hazards and by providing attractive recreational and commercial facilities.
Our infrastructure is efficient, cost effective and meets current and future needs.	The coastal structures activity provides commercial and recreational facilities to meet the community needs at an affordable and safe level. The facilities are also managed sustainably.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: ensuring that the people of the District and visitors have access to recreation facilities and services in the coastal environment, and through commercial operators being able to utilise the coastal area.

Beneficiaries of this activity

Council considers that the beneficiaries of this group of activities include: the general public, recreational and commercial users.

Distribution of benefits

The Council recognises that while there are benefits to the District at large from having coastal structures (public), the greatest benefits are to those who directly use the structures or those who own the assets that are protected by the structures (private).

The costs and benefits of funding the group of activities distinctly from other activities

The benefit of funding Council's coastal structures separately from other activities is that predominantly those who directly use the major facilities (eg marinas and ports) will contribute to their funding.

Council has the appropriate systems in place to separately identify the charges and costs of these activities. Council considers that the most appropriate method to recover the public benefit component is general rate and considers the most appropriate method to recover the private portion is fees and charges.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the group of activities

People who are using the coastal structures or who own assets that need protecting by structures are creating the need for the Council to undertake work. It is considered appropriate for these people to fund this work through user charges or targeted rates.

Period in which the benefits are expected to occur

The coastal structures will provide long-term benefit to the community.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
General Rates	80% - 90%
Targeted Rates	10% - 20%
Fees and Charges	0% - 10%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.5 WATER SUPPLY

This activity provides potable water (suitable for use and consumption by people) to properties within 15 water supply areas. The water supply areas include 10 urban water supply schemes (known as the urban water club), Motueka urban water supply scheme, and four rural supply schemes.

CONTRIBUTION TO COMMUNITY OUTCOMES

The Council operates, maintains and improves the infrastructure assets relating to water supply on behalf of its ratepayers. It enhances community interests through improving public health, enabling economic development and providing fire fighting water supplies. The water supply activities contribute to the community outcomes as detailed below.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected	All water in the Council-owned schemes is taken from the environment. This activity can be managed so the impact of the water take does not prove detrimental to the surrounding environment.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	The water supply activity is a service to the community providing water that is safe to drink and is efficiently delivered to meet customer needs. It also provides a means for fire fighting consistent with the national fire fighting standards.
Our infrastructure is efficient, cost effective and meets current and future needs.	The water activity is considered an essential service that should be provided to all properties within water supply network areas in sufficient capacity and pressure. This service should also be efficient and sustainably managed.
Our communities are healthy, safe, inclusive and resilient.	The water supply activity providing water that is safe to drink. Alternative sources and interconnectivity of networks support reliance of the system.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	Key water supply assets have interpretive boards and creative facades to support community education and expression.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our communities have access to a range of social, educational and recreational facilities and activities.	The water supply activity underpins other facilities and activities by providing safe water for human and animal needs.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	The water supply activity supports this outcome as witnessed by Agreements that we have with NCC and the Waimea Community Dam process.
Our region is supported by an innovative and sustainable economy.	The water supply activity underpins the economy by providing safe water for human and animal needs. Sustainable future supply is a key driver of our planning activities.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: the public health benefits of providing safe drinking water, and through the economic benefits of having an urban fire fighting water supply and enabling the economic development within settlements.

Beneficiaries of the group of activities

Council considers the beneficiaries of these activities are all households and commercial operators who have access to the benefits of the water supply and the general public.

Distribution of benefits

The benefits of these activities apply indirectly to the whole community and those who are connected to each scheme. While there are wider community and environmental benefits relating to the availability of a high quality supply of potable and irrigation water, Council considers that properties that are or will be connected to the water schemes should be solely responsible for funding expenditure. Some ratepayers receive a significantly greater benefit from certain infrastructure than others, and therefore in some of these circumstances Council considers that a differential charge should be applied.

Therefore for operating costs, it is considered that targeted rates are the most equitable form of funding this activity. A small portion of the costs is funded through the general rate.

The water storage component of this activity contributes to maintaining environmental flows in the rivers. Any Council contribution to these flows is likely to be funded primarily from the general rate.

The costs and benefits of funding these activities distinctly from other activities

The benefit of funding water supply activities separately from other Council activities is that those currently or planning to be connected to schemes will be contributing to their funding. Council applies targeted rates for these activities for accountability and transparency to those who fund the schemes.

The Waimea Community Dam proposal is considered to benefit both extractive users and the general public. To meet the costs for each of these groups the costs will be met by a mixture of targeted rates and the general rate, with the general rate component meeting the costs of the environmental flows.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake these activities

People who are connected to the water schemes are creating the need for the Council to undertake work relating to the availability of a high quality supply of potable water. Council considers it appropriate for these people to fund this work through targeted rates.

Developers who are adding to the demands placed on schemes which require Council to undertake new capital works related to growth will contribute to these costs through development contributions – refer to the Development Contributions Policy.

Period in which the benefits are expected to occur

The water supply systems that are being implemented over the next 10 years will provide long-term benefit to the community. The duration of benefits is dependent on the ability to gain the necessary resource consents, but is anticipated to be a maximum of 35 years.

The exception is the Waimea Community Dam proposal which is projected to meet the needs of the District for around 100 years. Funding in relation to the dam capacity to support community water supplies will come from this activity. This will include a portion of the extractive users contribution to the costs of the capacity required to support the minimum environmental flows.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
General Rates	0% - 10%
Targeted Rates	70% - 85%
Fees and Charges	10% - 20%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.6 WASTEWATER AND SEWAGE DISPOSAL

This activity provides and manages wastewater treatment facilities and sewage collection and disposal to the residents of 14 Wastewater Urban Drainage Areas. The Council owns, operates and maintains 12 sewerage systems conveying wastewater to eight wastewater treatment and disposal plants (WWTPs). The largest of these is the Nelson Regional Sewerage Business Unit (NRSBU) which is owned by both Tasman and Nelson councils on a 50:50 basis. This plant treats wastewater from most of Nelson City, Richmond, Mapua, Brightwater, Hope and Wakefield.

CONTRIBUTION TO COMMUNITY OUTCOMES

Council operates, maintains and improves the wastewater infrastructure assets and services on behalf of the ratepayers. It enhances public health and improves the environment by delivering wastewater services. The wastewater and sewage disposal group of activities contribute to the community outcomes as detailed below.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected	All wastewater in the Council-owned schemes is treated and discharged into the environment. This activity can be managed so the impact of the discharges does not adversely affect the health and cleanliness of the receiving environment.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	The wastewater activity ensures our built urban environments are functional, pleasant and safe by ensuring wastewater is collected and treated without causing a hazard to public health, unpleasant odours and unattractive visual impacts.
Our infrastructure is efficient, cost effective and meets current and future needs.	The wastewater activity is considered an essential service that should be provided to all properties within the urban drainage areas in sufficient size and capacity. This service should also be efficient and sustainably managed.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: the treatment and disposal of wastewater to protect the health of the community and the environment from adverse effects of untreated and uncontrolled sewage disposal.

Beneficiaries of this group of activities

Council considers the beneficiaries of these activities to be residents, commercial properties, the general public and visitors to the District.

Distribution of benefits

The benefits apply indirectly to the whole community and directly to those people who are connected to one of the 12 Council-operated schemes in the District.

While there are wider community and environmental benefits relating to sewage collection and disposal, the Council considers that people who are or will be connected to the wastewater schemes should be solely responsible for funding expenditure to ensure the environment is protected. Council, therefore, considers that fees and charges, and targeted rates are the most equitable form of funding the operating costs of these activities. Developers who are adding to the demands placed on schemes, which require the Council to undertake new capital works related to growth, contribute to these costs through development contributions – refer to the Development Contributions Policy.

The costs and benefits of funding these activities distinctly from other activities

The benefit of funding wastewater distinctly is that only those currently connected, or planning to connect, to schemes will contribute to their funding. Council applies targeted rates for these activities for accountability and transparency to those who fund the schemes.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the group of activities

People who are connected to the wastewater schemes are creating the need for these activities and for Council to protect the environment. Council considers it appropriate for these people to fund this work through targeted rates.

Period in which the benefits are expected to occur

The sewerage reticulation, treatment and disposal systems that are being implemented over the next 10 years will provide long-term benefit to the community.

The duration of benefits is dependent on the ability to gain resource consents for effluent disposal, but are anticipated to be a maximum of 35 years, with any engineering solution intended to provide future benefits equivalent to the design life of the systems components, which for certain assets is in excess of 70 years.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Targeted Rates	90% - 100%
Fees and Charges	0% - 5%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.7 STORMWATER

This activity includes stormwater collection, reticulation, and discharge systems. The assets used to provide this service include drainage channels, piped reticulation networks, tide gates, detention or ponding areas, inlet structures, discharge structures and quality treatment assets. It does not include stormwater systems in private ownership.

CONTRIBUTION TO COMMUNITY OUTCOMES

Council operates, maintains and improves the stormwater infrastructure assets on behalf of its ratepayers. It undertakes to meet the level of service outlined in the Long Term Plan by reducing the risk of flooding of buildings and property from surface runoff. The stormwater activities contribute to the community outcomes as detailed below.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Community Outcomes	How Our Activity Contributes to the Community Outcome
Our unique natural environment is healthy and protected	Stormwater arising within urban development areas is controlled, collected, conveyed and discharged safely to the receiving environment. This activity can be managed so the impact of the discharges does not adversely affect the health and cleanliness of the receiving environment.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	The stormwater activity ensures our built urban and rural environments are functional, pleasant and safe by ensuring stormwater is conveyed without putting the public at risk or damaging property, businesses or essential infrastructure.
Our infrastructure is efficient, cost effective and meets current and future needs	The stormwater activity is considered an essential service that should be provided to all properties within urban drainage areas in sufficient size and capacity. This service should also be efficient and sustainably managed.
Our communities are healthy, safe, inclusive and resilient.	The stormwater activity provides for the transfer of runoff through urban areas to minimise risk to life and property damage.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	The stormwater activity incorporates natural waterways that have extensive areas of high cultural, recreational and biodiversity.
Our communities have access to a range of social, educational and recreational facilities and activities.	The stormwater activity provides for runoff management to minimise disruption of access to community facilities due to storm events.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	The stormwater activity provides for runoff management across the territorial boundary with Nelson City. Schools, Iwi and other groups are engaged with the natural waterways elements of the network.
Our region is supported by an innovative and sustainable economy.	The stormwater activity underpins the economy by minimising risk and damage from flooding. Allowance for climate change in design provides for future sustainability.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: providing an adequate stormwater system that reduces the impact of flooding from surface runoff on public and private (residential, industrial and commercial) property.

Beneficiaries of this group of activity

Council considers the beneficiaries of these activities are property owners, the general public, Council and central government.

Distribution of benefits

Whilst the benefits apply to the whole community, some ratepayers receive a greater benefit from stormwater infrastructure than others. For this reason the Council considers that a differential charge should be applied. Those properties in an urban drainage area will pay a higher charge than the remainder of the district.

The benefits apply indirectly to the whole community and directly to those who are connected to each scheme. While there are wider community and environmental benefits of an effective stormwater system, Council considers that properties that are or will be connected to the stormwater schemes should be responsible for funding expenditure to ensure the environment is protected and reduce the extent of flooding. Stormwater drainage minimises flood damage to public and private property. It promotes health, safety and access, and minimises inconvenience to the general public.

The costs and benefits of funding from the group of activities distinctly from other activities

The benefit of funding stormwater distinctly is that the costs of the activity are fairly distributed to those receiving that benefit.

Council applies targeted rates to ensure accountability and transparency to those who fund the schemes. The Council considers that there is a greater benefit for those properties which are developed over those which are undeveloped, for this reason the Capital Value is used as the basis for charging the targeted rate.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activities

Owners of developed properties benefit from systems for the collection and disposal of stormwater and, therefore, create a demand for these services.

Developers who are adding to the demands placed on schemes, which require the Council to undertake new capital works related to growth, will contribute to these costs through development contributions – refer to the Development Contributions Policy.

Period in which the benefits are expected to occur

The stormwater systems that are being implemented over the next 10 years will provide long-term benefit to the community.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Targeted Rates	95% - 100%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.8 SOLID WASTE

This activity includes kerbside recycling and waste collection services, and five resource recovery centres – at Richmond, Mariri, Takaka, Collingwood and Murchison. Waste disposal from these sites is currently transferred to a Council-owned landfill at Eves Valley and recyclable material is processed and on-sold by Council contractors.

CONTRIBUTION TO COMMUNITY OUTCOMES

Council operates, maintains and improves solid waste infrastructure assets on behalf of the ratepayers by minimising risks to public health and to the environment from waste generated by people. The solid waste activities contribute to the community outcomes as detailed below.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected	All material that is collected by the Council's operators or delivered to Council-owned facilities is processed or disposed of in an appropriate and sustainable manner. These activities will be managed to minimise the impact on the receiving environment.
Our urban and rural environments are people-friendly, well planned and sustainably managed.	Our kerbside collections ensure our built urban and rural environments are functional, pleasant and safe by receiving materials from the community and recycling, reusing or disposing of them with a minimum of nuisance and public complaint.
Our infrastructure is efficient, cost effective and meets current and future needs.	Solid waste activities are operated in a safe and efficient manner to provide waste and recycling services that the community is satisfied with and which promote the sustainable use of resources.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: providing an adequate solid waste management system that enables reuse of resources, reduces environmental impacts, reduces public health risks and provides business opportunities.

Beneficiaries of the group of activities

Council considers the beneficiaries of these activities are the general public, properties on collection routes, commercial operators and the environment.

Distribution of benefits

The benefits of these activities apply indirectly to the whole community and directly to those who generate and dispose of waste. These people should be responsible for funding expenditure relating to collection and disposal services. There are both public and private benefits from these activities. On a public level waste management ensures a convenient, healthy and cost effective disposal of waste to meet environmental standards. On a private level, the service is provided for the convenience of the user.

The activities also have wider community benefit through the environmental education and environmental monitoring components (i.e. of landfill sites), which will be funded primarily from general rates.

The costs and benefits of funding the group of activities distinctly from other activities

Where benefits are identified to specific users it is appropriate that user charges and targeted rates are set to match the private benefit received.

Therefore for accountability and transparency, Council is using targeted rates for waste collection for those rateable properties in the service area. Appropriate fees for waste disposal reflect the private benefit gained.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activities

Council considers it appropriate to fund this work through targeted rates, for those rateable properties in the service area, and user charges.

Period in which the benefits are expected to occur

The residual waste disposal systems (ie landfills) that have been developed will provide long-term benefit to the community. The duration of benefits is dependent on the ability to gain the necessary resource consents, but is no more than 35 years.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Targeted Rates	25% - 35%
General Rates	0% - 5%
Fees and Charges	65% - 85%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.9 FLOOD PROTECTION AND RIVER CONTROL WORKS

The Council maintains 285km of the District's rivers in order to carry out its statutory roles to promote soil conservation and mitigate damage caused by floods and riverbank erosion. By implementing and maintaining quality river control and flood protection schemes, the Council improves protection to neighbouring properties and mitigates the damage caused during flood events.

CONTRIBUTION TO COMMUNITY OUTCOMES

Council operates, maintains and improves flood protection and rivers control assets on behalf of Tasman residents and ratepayers, in particular to protect life, property and livelihoods. The flood protection and rivers control group of activities contributes to the Community Outcomes as detailed below.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected	Our flood protection and mitigation activities are carried out so that the impacts on the natural river environments are minimised to a practical but sustainable level, and use best practices in the use of the District's natural resources.
Our urban and rural environments are people-friendly, well planned and sustainably managed.	Our flood protection works and river control structures protect our most "at risk" communities and rural areas from flooding and are maintained in a safe and cost-effective manner.
Our infrastructure is efficient, cost effective and meets current and future needs.	Our flood protection and mitigation structures are maintained in an environmentally sustainable manner to a level supported by the community.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: protecting life, property and livelihoods from erosion and flooding from rivers.

Beneficiaries of this group of activities

Council considers that the primary beneficiaries of this group of activities are: property owners, the farming sector, river recreational users, Council and government agencies.

Distribution of benefits

The benefits apply indirectly to the whole community and directly to those whose properties are adjacent to the District's rivers. While there are wider community and environmental benefits relating to an effective flood protection and rivers control network, the Council considers that properties directly adjacent to rivers will fund the cost of that activity at a higher level than those deemed to indirectly benefit. There is a private benefit in this activity as Council involvement limits damage to property and production. The Council's works protect access to services which assists the Department of Conservation and utilities like Telecom, the New Zealand Transport Agency and Network Tasman. The general public is served by ensuring the health and accessibility of rivers for recreational enjoyment, by protecting community assets and by enabling access to businesses and other services during floods or heavy rainfall events.

The costs and benefits of funding the group of activities distinctly from other activities

The benefit of funding flood protection and river control works separately from other activities is that it is possible for those adjacent to the rivers network to pay a higher proportion of the costs of the service. Some ratepayers receive a significantly greater benefit from certain infrastructure than others, and therefore in some of these circumstances Council considers that a differential charge should be applied.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the group of activities

Development of properties adjacent to the rivers network means there are assets being located in flood plains which are at risk of flooding. The need to protect these assets is creating the need for Council to undertake work relating to asset development and maintenance. It is considered appropriate for owners of these properties to fund this work through targeted rates. There are also community assets at risk from flooding or erosion that are protected.

Period in which the benefits are expected to occur

The duration of benefits is dependent on the risk of flood events and incidence of erosion, but the benefits are likely to occur from the short term through to the long term.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Targeted Rates	85% - 95%
General Rates	0% - 5%
Fees and Charges	5% - 10%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.10 COMMUNITY FACILITIES AND PARKS

This activity covers the ongoing management, maintenance and renewal of Council's parks and reserves, cemeteries, playgrounds, libraries, district and shared facilities, public halls and community buildings, public toilets, community housing, the Aquatic Centre, and community swimming pools.

CONTRIBUTION TO COMMUNITY OUTCOMES

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected.	<p>Protection of the natural environment and ecologically significant areas.</p> <p>Provision and enhancement of open space.</p> <p>Vegetation enhancement and awareness.</p> <p>Enhanced community involvement in conservation and restoration work.</p> <p>Protection and enhancement of coastal and riparian areas.</p>
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	<p>Provision and enhancement of open space and an interconnected open space network.</p> <p>Provision of neighbourhood and community parks within walking distance of homes.</p>
Our communities are healthy, safe, inclusive and resilient.	<p>Provision of open space and recreation facilities that cater for and promote active lifestyles. This includes casual activities such as walking and cycling, and organised sports and recreation activities.</p> <p>Parks and facilities are designed and managed to ensure users safety and to cater for the needs of the whole community.</p> <p>Community facilities are provided that support specific social needs.</p> <p>Community housing provides good quality affordable housing for the elderly and others who meet the criteria of Council's Policy on Pensioner Housing.</p> <p>TDC libraries provide safe spaces for our community to socialise and interact. TDC libraries provide equitable access to information for all in the community; as such libraries are an integral part of a strong democracy at local and national levels.</p> <p>The aquatic centre supports specific social needs and is designed and managed to ensure users safety and to cater for the needs of the whole community.</p>
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	<p>We provide recreation facilities that cater for and promote healthy communities and active lifestyles through social and recreation activity.</p> <p>TDC libraries contribute to the enhancement of community identity through the collection and preservation of local heritage materials. TDC libraries are involved in regional history/heritage projects which increase access to local historical/cultural information and materials. Library resources and facilities encourage creative, cultural and recreational activities.</p> <p>Provision of an aquatic centre facility that caters for and promotes healthy communities and active lifestyles through social and recreation activity.</p> <p>Cemeteries provide a location for interments and remembrance.</p>

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our communities have access to a range of social, educational and recreational facilities and activities.	Provision of high quality open space, recreation and cultural facilities that provide a range of leisure and cultural opportunities. Provision of attractive well maintained and functional toilet facilities. We provide high quality community, recreation and cultural facilities providing a range of leisure and cultural opportunities and targeted social support. Provision of a high quality community and recreation facility that provides a range of leisure opportunities. TDC libraries provide access to a wide range of materials in a variety of formats to support the recreational, educational, cultural, social, and business needs of the community. Libraries provide a range of resources which enrich quality of life for all.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	Through the provision of freely accessible community spaces, TDC libraries encourage social interaction and community engagement.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through promoting recreation opportunities and activities, and providing social spaces, cultural enrichment and opportunities for residents to be involved in community life. It also provides environmental enhancement while adding distinctive open spaces and infrastructure.

Provision of adequate public conveniences and cemeteries cater for specific needs within the wider community.

The libraries provide information, recreational opportunities, social spaces for community interaction, education, cultural and heritage protection, and support the social and economic interests of the community.

Beneficiaries of this activity

Council considers that the beneficiaries of this group of activities include: residents, visitors and various user groups, including library users and sports and recreation groups.

Distribution of benefits

Parks and reserves benefit a wide number of residents and visitors. They offer sports grounds for clubs, picnic areas for families and encourage good physical and psychological health. They can also help protect the natural areas and environmental values.

The parks, reserves, community facilities, libraries and Aquatic Centre provide controlled and serviced areas for recreational enjoyment and appreciation of the environment, and protect cultural and heritage values.

Community halls encourage social, mental and physical wellbeing by offering venues for social gatherings, sports and dances.

Groups are also able to obtain exclusive use of indoor facilities for a limited period of time.

The Council provides attractive and functional cemeteries. They provide a final resting place where families and friends can visit deceased loved ones.

Community housing provides benefits to the occupants of the housing units.

The costs and benefits of funding the activities distinctly from other activities

This group of activities is provided mainly for the public good and so is predominantly funded from the general rate and district wide targeted rates. Some funding for the activities also comes from Reserve Financial Contributions and fees and charges for use of reserves and the Aquatic Centre, occupancy of community housing, taking out library books, cemetery burials, and other activities that have direct benefits to users.

Funding the activities separately from other Council activities enables transparency and helps to ensure that the financial contributions are used for the purposes for which they were intended.

The majority of capital works programme is funded from income received through general and targeted rates and Reserve Financial Contributions. Libraries are funded through general rates and community housing is funded through user charges.

Council also seeks and receives external funding for some of these activities, for example funding from organisations like the Canterbury Community Trust and Lottery Grants Board for community facilities.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activities

All residents benefit and contribute to the need to undertake many of these activities. Council provides a wide range of facilities throughout the District to enable Tasman District residents and visitors to enjoy access to recreational opportunities, the natural environment, information and learning opportunities, and cultural and social activities. Those facilities that are for the benefit of specific groups of residents, such as community housing, are funded through user charges, however, most activities are funded through general and targeted rates, and reserve financial contributions.

Period in which the benefits are expected to occur

The current facilities and those planned to be provided over the next 10 years provide ongoing benefit to the community.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Targeted Rates	50% – 60%
General Rates	30% – 40%
Fees and Charges	5% – 15%
Interest and Dividends from investments	0% – 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.11 COMMUNITY RELATIONS

The Community Relations activity delivers Council’s communications and community relations responsibilities in order to build a sense of community and pride of place in Tasman and to build capacity within the Tasman community. We achieve this through engaging with community groups, providing community recreation opportunities, providing grant funding, and educating and facilitating partnerships between Council and its communities.

CONTRIBUTION TO COMMUNITY OUTCOMES

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our communities are healthy, safe, Inclusive and resilient.	Providing and supporting quality recreational services and facilities which enable participation in community-based activities that are inclusive, healthy and enjoyable.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	Promoting and celebrating our history and diverse cultures. Supporting organisations that preserve and display our region’s heritage and culture.
Our communities have access to a range of social, educational and recreational facilities and activities.	Promoting, supporting and delivering recreational, educational and social services and activities that reflect the diversity of the Tasman District. Assisting community-led facilities, projects and initiatives to deliver benefits across the broader community.
Our unique natural environment is healthy and protected.	Through the EnviroSchools programme, partially funded through the Ministry for the Environment, schools have assistance to initiate activities supporting and teaching sustainability and how we can all reduce our impact on the environment. Assists Council and community-led initiatives to deliver environmental benefits across the broader community.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	In partnership with the Council’s Engineering and Environment and Planning departments delivering environmental, air quality and waste minimisation education to support sustainable management and lifestyles. Assisting communities to create a unique sense of place through community group funding and advice.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	Providing opportunities for engagement between Council and its communities through our communications activities

REVENUE AND FINANCING POLICY

Council’s Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council’s Community Outcomes, through: promoting cultural enrichment and opportunities for residents to be involved in community life.

Beneficiaries of these activities

Council considers the beneficiaries of these activities to be local residents and visitors, families, senior citizens, youth and children.

Distribution of benefits

The public receive better use of resources, facilities and recreational opportunities and as such gain physical and psychological wellbeing and a sense of community identity. Overall there are District and national benefits from people being healthy. Council also considers there is a private benefit to all those who use Council recreation facilities including community and sporting groups.

The costs and benefits of funding these activities distinctly from other activities

The benefit of funding these activities is that the organisations are providing services that are of benefit to the whole District (public). Therefore the activities are mainly funded as a public good through rates. Council also seeks and receives external funding for many of these activities, for example environmental education receives funding from the Ministry for the Environment, and community events receives funding from organisations like the Canterbury Community Trust.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake these activities

The Council undertakes these activities to allow Tasman District residents to enjoy access to a wide range of recreational cultural and social activities.

Period in which the benefits are expected to occur

Most of these activities provide ongoing benefit to the community. Operational grants to the Suter and Museums mainly provide benefits for the year in that they are provided.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Targeted Rates	40% - 50%
General Rates	40% - 50%
Grants and Subsidies	0% - 5%
Fees and Charges	0% - 5%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.12 GOVERNANCE

This group of activities involve running the electoral process, support for the Council and Community Boards, organising and preparing for Council meetings, preparing Council's strategic plans and financial reports, and managing Council's investments and interests in Council Controlled Trading Organisations (CCTOs) and Council Controlled Organisations (CCOs).

CONTRIBUTION TO COMMUNITY OUTCOMES

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	The Governance activity ensures that democratic processes are undertaken and supports the work of elected members.
Our region is supported by an innovative and sustainable economy.	The CCTOs provide an economic return to Council and ratepayers and also provide employment opportunities.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: providing effective decision-making and leadership for the community, and through effective public information and providing opportunities for public input into Council's strategic planning and decision-making processes.

Beneficiaries of the group of activities

All citizens within Tasman District benefit from these activities.

Distribution of benefits

The Governance process provides a public benefit. The democratic process and decisions affect individuals and properties within the community. Everyone has an equal opportunity to be heard by Council and have his or her views considered. The provisions surrounding the number of wards and makeup of Council and community boards ensures that the governing bodies in the District are democratically elected and that they carry out Council functions in accordance with democratic processes.

The costs and benefits of funding these activities distinctly from other activities

Council has the appropriate systems in place to separately identify the charges and costs of these activities. Council considers that the most appropriate method to recover the public benefit component is general rate. However in line with Council's policy of charging by targeted rate those that directly benefit from a service are funded by a targeted rate (e.g. the Motueka and Golden Bay wards pay the direct costs for the Community Boards via a targeted rate, and the Richmond Business Rate, and Motueka Business Rate, are paid for by those properties as identified by where the property is situated, and the use to which it is put). Some ratepayers receive a significantly greater benefit from certain infrastructure than others, and therefore in some of these circumstances Council considers that a differential charge should be applied.

For transparency and accountability, the costs associated with the democratic process have been separated from other Council activities.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake these activities

Demand for the governance activities is largely a result of the democratic and legislative framework within which the local government sector operates. However, some demand for these activities is driven by public demand, for example the wards that choose to have community boards, townships that have a business rate, and the levels of public engagement and consultation that communities seek on various matters.

Period in which the benefits are expected to occur

The benefits will occur in the year in which expenditure is made to ensure the people of the Tasman District are adequately represented, informed and consulted.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
Targeted Rates	5% - 10%
General Rates	85% - 95%
Fees and Charges	0% - 5%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

4.13 COUNCIL ENTERPRISES AND PROPERTY

This group of activities involves the management of approximately 2,478 stocked hectares of commercial plantation forest, Port Tarakohe, aerodromes in Motueka and Takaka, the leasing of camping grounds in Motueka, Pohara, Murchison and Collingwood leasing of other commercial properties and provision of property related services to the Council.

CONTRIBUTION TO COMMUNITY OUTCOMES

Property

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected.	All Property assets can be managed so the impacts of any effects do not affect the health and cleanliness of the receiving environment.
Our urban and rural environments people-friendly, well planned and sustainably managed.	The Property activity can be managed so that the impact of any property development upon the environment is minimised and any future developments have environmental sustainability as an expectation.
Our communities are healthy, safe, inclusive and resilient.	Our offices and libraries will be accessible for persons with disabilities and will also provide a safe and welcoming environment.

Aerodromes

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our unique natural environment is healthy and protected.	All aerodromes can be managed so the impacts of any effects do not affect the health and cleanliness of the receiving environment.
Our urban and rural environments people-friendly, well planned and sustainably managed.	The aerodromes activity ensures our built urban environments are functional, pleasant and safe by ensuring the aerodromes are operated without causing public health hazards and by providing attractive recreational and commercial facilities.
Our infrastructure is efficient, cost effective and meets current and future needs.	The aerodromes provide commercial and recreational facilities to meet the community needs at an affordable level and are available to the whole community. The facilities are also sustainably managed.

Campgrounds

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our region is supported by an innovative and sustainable economy.	Running a viable and economically sustainable model ensures development and growth opportunities are paid for by users, not the ratepayers. Facilities are able to be maintained and levels of service gradually improved through a consistent reinvestment strategy based on community use.
Our infrastructure is efficient, cost effective and meets current and future needs.	Campgrounds provide the users with a variety of facilities to choose from at an affordable price level while also looking towards future needs of a changing market. There is a changing community expectations around campground facilities.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	Open and good dialog with operators of Council facilities fosters strong relationships with common ground. Council receives constant feedback and recommendations from operators regarding trends and issues which achieves strong buy in by lessees.

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our communities have access to a range of social, educational and recreational facilities and activities.	All campgrounds have facilities that provide for a range of social, and recreational activities for school and educational groups, being the cornerstone of this operation.
Our urban and rural environments are people-friendly, well planned safe and sustainably managed.	The campground activity contributes to our built urban environments are functional and provide for a pleasant experience. This is achieved by ensuring the campgrounds are operated without causing public health hazards and therefore sustainably managed.
Our communities are healthy, safe, resilient and inclusive.	The campground industry is heavily regulated by public health authorities. This is achieved through operating health and safety standards.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	A number of the sites have historical significance and are available for historical reference and exploration.

Commercial Property

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our region is supported by an innovative and sustainable economy.	Council have approved the construction of a commercial property on Council land at Mapua. This will increase economic activity in this area. Financial analysis shows a sound return on investment can be expected. Other commercial property holdings provide an income stream to Council to reduce its reliance on rates.
Our infrastructure is efficient, cost effective and meets current and future needs.	Assets must meet current and future needs reflected in both commercial performance and, where appropriate, community benefits.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement	Council established the Mapua Advisory Group as a means of engaging with the community on Council activities in the Mapua Wharf precinct.
Our communities have access to a range of social, educational and recreational facilities and activities.	Evidenced by use of the Mapua precinct for a range of educational and recreational activities e.g. sea scouts, boat club, fishing and boat ramp for fishing and recreational craft.
Our communities have opportunities to celebrate and explore their heritage, identity and creativity.	Historic places and iwi interests are respected and protected through planned Council development of the Mapua precinct.
Our communities are healthy, safe, inclusive and resilient.	Mapua Advisory Group has regular non-binding input into wider issues at Mapua.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	Keeping ownership of site for development at Mapua wharf precinct ensures Council achieves family friendly objectives as supported by community sentiment.

Forestry

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our region is supported by an innovative and sustainable economy.	The long term cut plan has been developed to produce as much as possible an even flow of timber from Council's forestry estate. The ultimate objective is to achieve a non declining annual volume cut from the forests with an average stand rotation length of approximately 28 years.
Our unique natural environment healthy and protected.	All forests are managed according to the various policies and plans so the impacts of any effects do not affect the health and cleanliness of the receiving environment.
Our urban and rural environments people-friendly, well planned and sustainably managed.	Where practical and safe, public access and use of forests for recreation e.g. biking and walking will be encouraged. To maintain control over usage and ensure health and safety concerns are addressed, public entry into the forest areas may be limited by permit or other means.
Our infrastructure is efficient, cost effective and meets current and future needs.	Olsen's have been appointed with a management contract over all TDC forests and have gained Forest Stewardship Council accreditation ensuring our forests are sustainably managed within internationally recognised guidelines.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement.	Neighbours to the forest estate boundaries and community action groups get involved in boundary issues such as weed and pest control, access and boundary alignment issues. These groups acting independently but coordinated at an overview level by Council Reserves staff.

Ports

COMMUNITY OUTCOMES	HOW OUR ACTIVITY CONTRIBUTES TO THE COMMUNITY OUTCOME
Our region is supported by an innovative and sustainable economy.	Running a viable and economically sustainable port ensures development and growth opportunities are paid for by users and does not place an undue burden on district ratepayers.
Our infrastructure is efficient, cost effective and meets current and future needs.	The Port Tarakohe activity provides commercial and recreational users with facilities to meet stakeholder needs, at an affordable cost and is positioned for future growth. Applying commercial disciplines to the running of the Port ensures it is efficient and financially sustainable.
Our Council provides leadership and fosters partnerships, a regional perspective and community engagement	Council has re-established the Port Tarakohe Advisory Group and opened communication lines with all key stakeholders to improve engagement with all users and gain support for port development initiatives.
Our communities have access to a range of social, educational and recreational facilities and activities.	The Port Tarakohe facilities offer access for communities to a safe boating facility for a range of recreational activities to meet social, educational and recreational needs.
Our urban and rural environments are people-friendly, well-planned and sustainably managed.	The Port activities are well planned and sustainably managed, ensuring any impacts on urban, coastal and rural environments are minimised.
Our unique natural environment is healthy and protected.	Port Tarakohe facilitates activities within a recognised landscape area and attempts to minimise any impact on the wider Golden Bay environment.

REVENUE AND FINANCING POLICY

Council's Community Outcomes to which the activity contributes

This group of activities has a significant positive impact on Council's Community Outcomes, through: provision of forestry and camping ground activities that have a positive impact on the social and economic interests of the community, and through providing access to recreation facilities including walking tracks through forests, holiday locations, and providing business opportunities.

The aerodromes provide employment opportunities and recreational and transportation facilities for Motueka and Takaka residents and visitors.

Beneficiaries of this activity

Council considers that the beneficiaries of this group of activities include ratepayers, residents, visitors and businesses.

Distribution of benefits

The benefits from this group of activities range from individuals and families who use the camping grounds, through to businesses that provide services through the aerodromes, forestry and property services.

The costs and benefits of funding these activities distinctly from other activities

The forestry and camping ground activities provide returns back to Council. Separating these activities allows transparency and accountability of the returns achieved from each of the sub-activities.

The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activities

The demand for recreational use of forests could impact on the forestry activity and accordingly reduce income from this source. Individuals and businesses that use the camping grounds and aerodromes create the demand for providing these facilities and accordingly it is appropriate that these activities are funded through user charges.

Period in which the benefits are expected to occur

Forestry assets are maintained to appropriate standards to provide an ongoing service. Where capital expenditure is required it will be funded from accumulated funds and borrowing. The camping grounds provide long-term benefits.

OPERATING FUNDING SOURCE	TARGET FUNDING STREAMS %
General Rates	0% - 10%
Fees and Charges	90% - 100%
Interest and Dividends from investments	0% - 5%

Note: the funding % relates to the whole activity, not individual components of it.

RATES REMISSION POLICY

The rates remission policy contains a number of policies that each outline objectives sought to be achieved by the remission of rates and the conditions and criteria to be met in order for rates to be remitted.

This policy is effective from 1 July 2015.

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POLICY ON REMISSION OF RATES FOR LAND SUBJECT TO COUNCIL INITIATED ZONE CHANGES

OBJECTIVES

This Policy is to allow Council, at its discretion, to remit rates charged on any rating unit used for residential purposes that is rezoned as a result of a Council initiated zone change. The aim of this Policy is to allow the Council to consider remitting rates for those ratepayers most adversely affected by an increase in rates when the land value of their rating unit increases as a result of a Council initiated zone change. The Council's preference is to allow a transition period before affected ratepayers are required to pay the increased rates in full. It is accepted that the rates remitted will be paid by other ratepayers.

APPLICATION

This policy applies to properties located in the Tasman District.

POLICY

1 CONDITIONS AND CRITERIA

1. The Council may, on the application of a ratepayer, remit all or part of the rates on a rating unit, if
 - a) the rating unit is used for residential purposes, and
 - b) the rating unit has been rezoned as a result of a Council initiated zone change made under Part 1 Schedule 1 of the Resource Management Act 1991, and
 - c) the zone change was notified after 5 October 2007, and
 - d) the effect of that zone change is that the land value of the rating unit increases, and
 - e) consequently the rates payable in respect of the rating unit increase to an extent the Council considers to be inappropriate.
2. The amount of remitted rates on a rating unit will not exceed the amount by which the rates on the rating unit have increased as result of the zone change.
3. To be considered for a rates remission under this Policy:
 - a) the rating unit must be situated within the area of land that has been rezoned; and
 - b) the rating unit must be used for residential purposes, and must have been used for residential purposes prior to the zone change being initiated by the Council; and
 - c) the applicant ratepayer must have owned the rating unit prior to the zone change being initiated by the Council; and
 - d) the rating unit must be the applicant ratepayer's principal place of residence, and must have been the principal place of residence of the applicant ratepayer prior to the zone change being initiated by the Council.
4. The remission of all or any part of the rates on a rating unit may be for such period of time as the Council considers reasonable, commencing from the date upon which the Council determines that the land rezoning affected the land value of the rating unit and increased the rates payable in respect of the rating unit, provided that no rates shall be remitted that were due in a financial year (1 July to 30 June) prior to the one in which this Policy commenced.
5. The decision to remit all or any part of the rates on a rating unit shall be at the sole discretion of the Council.
6. The Council may refuse to remit rates even where the conditions set out in this Policy are met by a ratepayer.
7. Subject to clause 8 of this Policy the remission of rates on a rating unit will cease upon the happening of any of the following events:
 - a) the death of the ratepayer; or
 - b) the ratepayer ceases to be the owner of the rating unit; or
 - c) the ratepayer ceases to use the rating unit as his/her principal place of residence; or
 - d) a date determined by the Council in any particular case; or
 - e) any earlier date determined by the ratepayer in any particular case.

POLICY ON REMISSION OF RATES FOR LAND SUBJECT TO COUNCIL INITIATED ZONE CHANGES (CONT.)

8. The Council may at any time at its discretion grant the ratepayer an extension of the rates remission period previously agreed to by the Council.
9. The Council may consider and be guided by the following criteria in its decisions on applications for a rates remission under this Policy –
 - a) those relevant matters set out in s101 of the Local Government Act relating to the determination of appropriate funding sources;
 - b) whether the applicant ratepayer actively sought rezoning or any deferred zone uplifting;
 - c) whether the applicant ratepayer has realised a financial benefit from the zone change;
 - d) the influence of market movements on land values;
 - e) the personal circumstances including the financial circumstances of the applicant ratepayer;
 - f) equity and fairness among ratepayers;
 - g) the precedent effect.

Definitions

10. In this Policy residential purposes means any land used for residential or residential/lifestyle purposes, including land not zoned for those purposes on which a dwelling is located and is occupied by the ratepayer as their principal place of residence.
11. In this Policy ratepayer means the registered proprietors of a rating unit at the time the Council decides to remit all or part of the rates on that rating unit in accordance with this Policy.
12. In this Policy rates means the general rate and other rates set by the Council that are calculated by utilising the rateable value of the rating unit.

2 PROCEDURE

1. The application for rates remission must be made to the Council on or before 15 September of a rating year if the applicant wishes the remission to apply to rates payable in that year.
2. Applications for remission must be made on the prescribed form.
3. Applications will not be accepted for prior years.
4. Each application for a rates remission will be considered on a case by case basis following receipt of an application by the ratepayer. The extent and duration of any remission shall be determined by the Council.
5. As part of the application process the Council will direct its valuation service provider to inspect the rating unit and prepare a valuation. Ratepayers should note that the valuation service provider's decision is final as there are no statutory rights of objection or appeal, for valuations of this type. The extent of any remission will be based on valuations supplied by Council's valuation service provider.
6. Council may recover costs from applicant ratepayers in accordance with the Fees and Charges Policy.
7. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.

POLICY ON REMISSION OF RATES FOR SPORTING, RECREATION OR COMMUNITY ORGANISATIONS

OBJECTIVES

The objective of the remission of rates for community, sporting and other organisations is to facilitate the ongoing provision of non-commercial community services and non-commercial recreational opportunities by:

1. Recognising the public good contribution made by such organisations;
2. Assisting the survival of such organisations;
3. Making membership of the organisation more accessible to the general public, particularly disadvantaged groups. These include children, youth, young families, aged people, and economically disadvantaged people.

APPLICATION

This policy is applicable to community, sporting and other organisations facilitating the ongoing provision of non-commercial community services and non-commercial recreational opportunities from properties within the Tasman District.

POLICY

1 CONDITIONS AND CRITERIA

1. The Council may grant a rates remission to a sporting, recreation or community organisation that is not otherwise covered by the Local Government Rating Act 2002, Schedule 1 Parts 1 and 2. Parts 1 and 2 specify categories of land that is 100% or 50% non-rateable.
2. Remission of rates may be made when both of the following criteria apply:
 - a) The land is owned by Council, the Crown, or a non-profit organisation and is occupied by that organisation.
 - b) The land is used exclusively or principally for sporting, recreation or community services under the following categories:
 - i. Hall or library
 - ii. Promotion of arts, health or education
 - iii. Recreational or sporting
 - iv. Free maintenance and relief of persons in need.

3. Remission of rates will not be made when any of the following exclusions apply:

- a) The organisation (including a society, association or organisation, whether incorporated or not) exists for the purposes of profit or gain.
- b) The organisation engages in sporting, recreational, or community services as a secondary purpose only.
- c) The rate is any targeted rate for water supply, stormwater, wastewater/sewage disposal or refuse/recycling.

2 PROCEDURE

1. The application for rates remission must be made to the Council on or before 31 December each year. Applications made during the rating year will be applicable for that rating year.
2. Applications for remission must be made on the prescribed form.
3. Applications will not be accepted for prior years.
4. Organisations making an application should include the following documents in support of their application:
 - a) Statement of objectives
 - b) Full financial accounts (balance sheet, income statement, cash flow statement)
 - c) Information on activities and programmes delivered
 - d) Details of membership.
5. Each application will be considered on its merits, and provision of a remission in any year does not set a precedent for similar remissions in any future year.
6. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.
7. Rate remissions will be made by passing a credit to the property owner's or the applicant's rates account.

POLICY ON REMISSION OF UNIFORM CHARGES ON NON-CONTIGUOUS RATING UNITS OWNED BY THE SAME RATEPAYER

OBJECTIVES

This policy aims to provide relief from uniform charges for rural land which is non-contiguous, farmed as a single entity, and owned by the same ratepayer.

APPLICATION

The policy will be applicable to rural land which is non-contiguous, farmed as a single entity, and owned by the same ratepayer.

POLICY

1 CONDITIONS AND CRITERIA

1. Rating units that meet the criteria under this policy may qualify for a remission of the uniform annual general charge and specified targeted rates set on the basis of a fixed dollar charge per rating unit.
2. The Ratepayer will remain liable for at least one of each type of charge.
3. Rate types affected by this policy are uniform fixed charges, i.e. those that would be impacted if the properties were treated as one unit for setting a rate. Any rate relating to water supply will not be eligible for remission under this policy.
4. Rating units that receive a remission must be held in identical ownership with each other and operated as a single farming or horticultural unit.

2 PROCEDURE

1. The application for rates remission must be made to the Council on or before 15 September if the applicant wishes the remission to apply to rates payable in that year.
2. Applications for remission must be made on the prescribed form.
3. Application will not be accepted for prior years.
4. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.

POLICY ON REMISSION OF RATES ON LOW VALUED PROPERTIES

OBJECTIVES

The objective of the policy on remission of rates on low-valued properties is to minimise administrative costs in the collection of rates on properties that are low-valued. The Local Government Rating Act 2002 requires each separate property title to have a separate valuation/ rating assessment. This has resulted in some low land valued assessments being created, particularly where subdivisions of assessments have not covered the full area.

APPLICATION

This policy applies to properties located in the Tasman District.

POLICY

1 CONDITIONS AND CRITERIA

1. Despite the main provisions of the Local Government Rating Act 2002, Council may make a decision not to collect rates where it deems it uneconomical to do so. Under this Policy, the Council may make property assessments with a rating valuation of up to \$4,500 eligible for a 100% rates remission if they meet all of the following criteria:
 - a) The property is not part of a group of assessments that are classified or treated as Contiguous;
 - b) The property is not used, nor able to be effectively used, by the owner listed on the Certificate of Title.
 - c) The property is not an isolation strip.

2 PROCEDURE

1. The application for rates remission must be made to the Council on or before 15 September if the applicant wishes the remission to apply to rates payable in that year.
2. Applications for remission must be made on the prescribed form.
3. Applications will not be accepted for prior years.
4. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.

POLICY ON REMISSION OF RATES FOR SCHOOL WASTEWATER CHARGES

OBJECTIVES

To provide relief and assistance to educational establishments in paying wastewater charges.

APPLICATION

The policy will apply to educational establishments as defined in Schedule 1 Part 1 clause 6 (a-b) of the Local Government (Rating) Act 2002. The policy does not apply to school houses or parts of a school used for residential purposes.

POLICY

1 CONDITIONS AND CRITERIA

1. The wastewater charge is the rate that would be levied using the same mechanism as applied to other rating units in the District divided by the number of toilets as determined in accordance with clauses 4 to 6 below.
2. Where the formula is applied and the wastewater charge is higher than the amount that would normally be levied if no formula was applied, the amount to pay would be whichever is the lesser of the two.
3. For the purpose of clause 1 the number of toilets for rating units occupied for the purposes of an educational establishment is one toilet for every 20 pupils and staff.
4. The number of pupils in an educational establishment is the number of pupils on its roll on 1 March in the year immediately before the year to which the charge relates.
5. For early childhood establishments the number of pupils is the maximum number of pupils licensed for each session.
6. The number of staff in an educational establishment is the number of full time equivalent teaching and administration staff employed by that educational establishment on 1 March immediately before the year to which the charge relates.

2 PROCEDURE

1. The application for rates remission must be made to the Council on or before 31 May each year. Applications made before this deadline will be applicable for the next rating year commencing 1 July.
2. Applications for remission must be made on the prescribed form.
3. Applications will not be accepted for prior years.
4. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.

POLICY ON REMISSION OF RATES FOR LAND OCCUPIED BY A DWELLING THAT IS AFFECTED BY NATURAL DISASTER

OBJECTIVES

This Policy is to allow the Council, at its discretion, to remit rates charged on any rating unit used for residential purposes if the land has been detrimentally affected by natural disaster (erosion, falling debris, subsidence, slippage, inundation, or earthquake) rendering dwellings or buildings uninhabitable and requiring activities carried out on the land to cease. The aim of the Policy is to allow the Council to consider remitting rates for those ratepayers most adversely affected.

APPLICATION

This policy applies to properties located in the Tasman District.

POLICY

1 CONDITIONS AND CRITERIA

1. The Council may remit all or a part of any rate or user charge made and levied in respect of land, if the land is detrimentally affected by natural disaster (such as erosion, falling debris, subsidence, slippage, inundation, or earthquake) and:
 - a) as a result dwellings or buildings previously habitable were made uninhabitable; and
 - b) the activity for which the land and/or buildings were used prior to the disaster is unable to be undertaken or continued.

For the purposes of this policy, 'uninhabitable' shall mean –

- i. a dwelling or building that cannot be used for the purpose it was intended due to a 's124 notice' being issued under the Building Act 2004 and the residents have been required to move out by the Council; or
- ii. a dwelling or building that is a total loss; or
- iii. as determined by Council after taking into account the matters specified in Clause 4 of this Policy.

'Land used for residential purposes' shall mean –

- i. any land including land not zoned for residential purposes on which a dwelling is located and is occupied by the Ratepayer as a principal place of residence.

2. The remission may be for such period of time as the Council considers reasonable, commencing from the date upon which the Council determines that the dwelling, buildings, or land were made uninhabitable and unable to be used for the activity for which they were used prior to the disaster, which shall be no less than 30 days after the event affecting the land in terms of this policy up to and limited to the time that the land and/or buildings are deemed by Council to be able to become habitable and able to be used for the activity carried out prior to the disaster.
3. The decision to remit all or any part of a rate or user charge shall be at the sole discretion of the Council. The Council may refuse to grant a remission even where the conditions set out in clause 1 are met by a ratepayer. The Council is unlikely to grant a remission where the land affected is in a known hazard prime location.
4. In determining whether or not a property is uninhabitable and the period of time for which the rates remission is to apply Council may take into account:
 - a) the extent to which essential services such as water, or sewerage to any dwelling or building were interrupted and could not be supplied;
 - b) whether essential services such as water or sewerage to any dwelling or building are able to be provided; and
 - c) whether any part of the building or land remains habitable or available for use
 - d) any property revaluation undertaken by Council's valuation provider.

2 PROCEDURE

1. Rates remissions will only be considered following the receipt of an application by the ratepayer and the application must be received within six months of the event, or within such further time as Council in its sole discretion might allow.
2. Each application for a rates remission will be considered on a case by case basis following receipt of an application by the ratepayer. The extent and duration of any remission shall be determined on a case by case basis.
3. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.

POLICY ON REMISSION OF PENALTIES

OBJECTIVES

The objective of the Remission of Penalties is to enable the Council to act fairly and reasonably in its consideration of penalties charged on rates which have not been received by the Council by the due date.

APPLICATION

This Policy applies to ratepayers within the Tasman District.

POLICY

1 CONDITIONS AND CRITERIA

1. Remission of penalties on late payment of rates may be made when it is considered just and equitable to do so. In determining justice and equity, one or more of the following criteria shall be applied.
 - a) Where there exists a history of regular, punctual payment over the last two years and payment is made within a short time following the ratepayer being made aware of the non-payment, a one-off reduction in penalties may be made.
 - b) Where an agreed payment plan is in place, penalties may be suppressed or reduced, where the ratepayer complies with the terms of the agreed payment plan.
 - c) Where the rates instalment was issued in the name of a previous property owner.
 - d) Where a ratepayer has been ill or in hospital or suffered a family bereavement or tragedy of some type and has been unable to attend to payment, on compassionate grounds.
 - e) Where an error has been made on the part of the Council staff or arising through error in the general processing which has subsequently resulted in a penalty charge being imposed.

- f) Where the remission will facilitate the collection of overdue rates and it results in full payment of arrears.
- g) Where the remission facilitates the future payment of rates by direct debit within a specified timeframe.
- h) Where ratepayers can reasonably expect a rates remission for the rating year where their application has not yet been approved, or where the final date for lodging the remission application has not yet passed.

2 PROCEDURE

1. A ratepayer may request that the penalty applied for late payment be remitted.
2. In implementing this policy the circumstances of each case will be taken into consideration on their individual merits and a remission will be conditional upon the full amount of such rates due having been paid.
3. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.

POLICY ON REMISSION OF EXCESS METERED WATER RATES

OBJECTIVES

To ensure the efficient use of water by ratepayers, and provide an incentive to ratepayers to promptly correct any leaks to their internal reticulation.

APPLICATION

The policy will apply to applications from ratepayers who have excess water rates due to a leak in the property's internal reticulation. Internal reticulation is defined as the water supply pipe that commences at the point of supply (generally at the water meter) and goes directly to the dwelling.

POLICY

1 CONDITIONS AND CRITERIA

1. A remission will only be granted on the current account.
2. Where a remission is granted the ratepayer will be charged an amount equal to the maximum consumption at any one time charged for that rating unit in the past three years, provided it has been in the same ownership.
3. Where ownership of the property has been for less than six months, staff will monitor consumption for a period of three months following completion of all repairs, to establish a reasonable consumption figure to charge.
4. Where there is an application for remission following a second leak within five years of the first application, the ratepayer will pay an additional charge of 75 per cent of the difference between the consumption as calculated in clause 2 above and the actual metered consumption during the leak period.
5. Where there is an application for remission following a third or subsequent leak within five years of the first application, the application will be declined.

No remissions to the water account will be given in any of the following circumstances:

- (i) No remissions will be given for leaking fittings connected to the "water supply connection to the dwelling".
- (ii) No remissions will be granted for a water supply connection pipe to a dwelling that has been installed within the last five years.

Definition of Dwelling: (as defined in the Building Act 2004): Dwelling means a building or group of buildings, or part of a building or group of buildings that is:

- a) Used or intended to be used, only or mainly for residential purposes; and
- b) Occupied, or intended to be occupied, exclusively as the home or residence of not more than one household; but does not include a hostel, boarding house, or other specialised accommodation.

2 PROCEDURE

1. All applicants must submit their request in writing within six weeks of the date of the current water account, stating that there are no further leaks on the property and must provide proof of repair carried out by a registered plumber. (The only exemption to this requirement is that provided for Murchison as notified in the SR1978.340).
2. Applications for remission must be made on the prescribed form.
3. Council may delegate authority to consider and approve applications to Council officers. In the event of any doubt or dispute arising, the application is to be referred to the Corporate Services Committee for a decision.

POLICY ON REMISSION OF EXCESS METERED WATER RATES (CONT.)

SANITARY PLUMBING (EXEMPTION) NOTICE 1978 SR 1978/340

PURSUANT to section 55 (1) of the Plumbers, Gasfitters and Drainlayers Act 1976, and after consultation with the Waimea County Council, the Minister of Health hereby gives the following notice:

CONTENTS

Title and Commencement

- (1) This notice may be cited as the Sanitary Plumbing (Exemption) Notice 1978.
- (2) This notice shall come into force on the day after the date of its notification in the Gazette.

Exemption from provisions relating to sanitary plumbing

The area described in the Schedule to this notice is hereby designated as an area where sanitary plumbing may be done by any person.

Schedule

Area in which notice has effect

The Murchison Division of the County of Waimea (as shown on a plan number SPE 1 deposited with the Department of Health and thereon edged with a bold black line), excluding the area situated within a radius of 1.5 kilometres of the Nelson Lakes National Park Headquarters in the Township of St Arnaud.

Explanatory Note

This note is not part of the notice, but is intended to indicate its general effect.

The effect of the notice is that, subject to the provisions of any enactment other than the Plumbers, Gasfitters, and Drainlayers Act 1976, any person may do sanitary plumbing within the area of the County of Waimea described in the Schedule to this notice. Except where an area is exempted in this way, only the holders of licences or certificates under the Act in respect of plumbing may do this work (subject to certain limited exemptions).

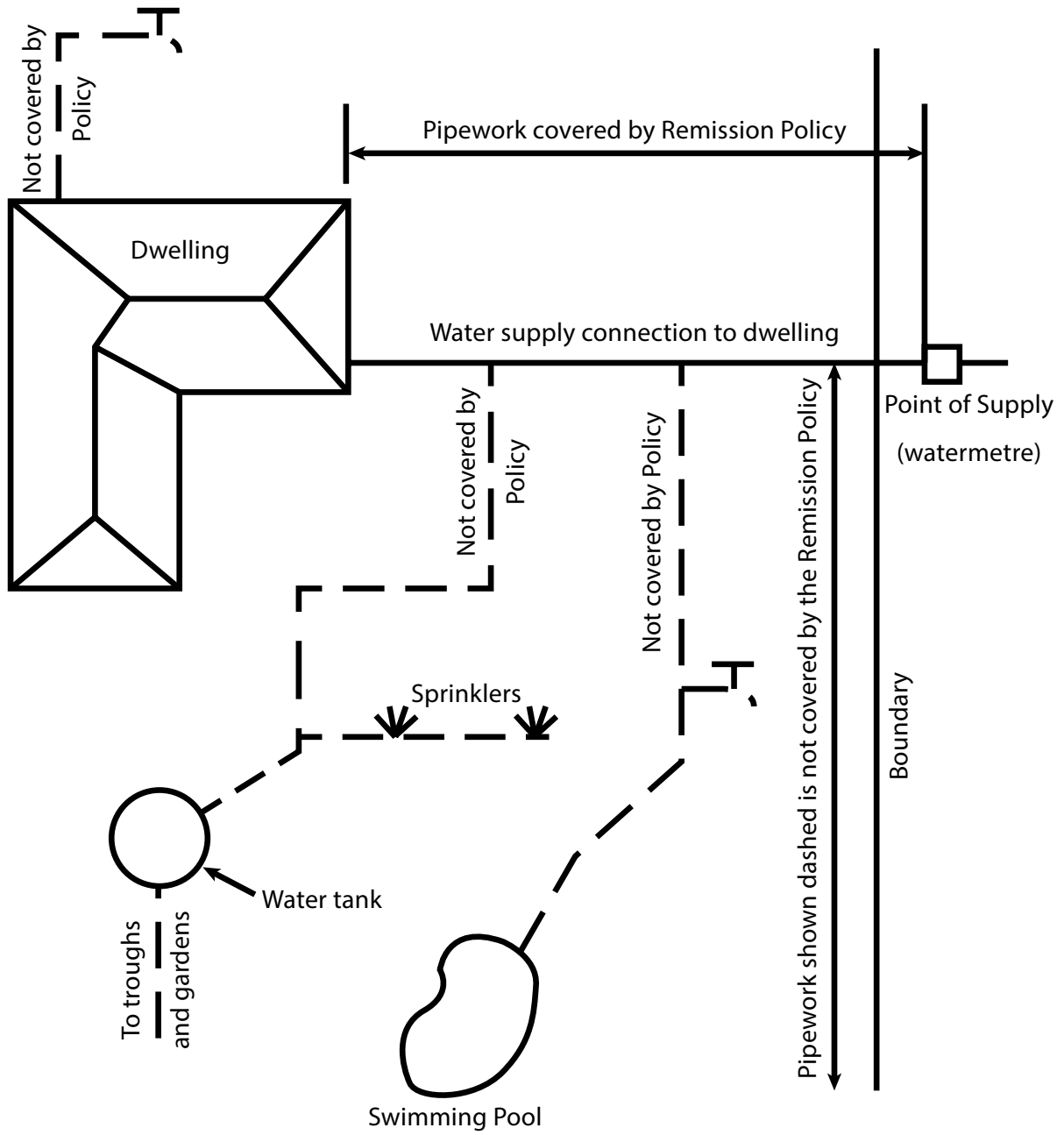
Promulgation

Issued under the authority of the Regulations Act 1936

Date of notification in Gazette: 21 December 1978

This notice is administered by the Department of Health

POLICY ON
"REMISSION OF EXCESS METERED WATER RATES"



POLICY FOR EARLY PAYMENT OF RATES IN THE CURRENT FINANCIAL YEAR

This policy has an effective date of 1 July 2015.

PURPOSE

The purpose of this policy is to provide for the processing of rates paid in advance of their due date in the current financial year.

APPLICATION

This Policy applies to all ratepayers in the Tasman District.

POLICY

1 PRINCIPLES

1. Ratepayers should be able to choose to pay their rates in advance.
2. The Council will accept payment of some, or all, rates for the current year before the due dates set out in the rates assessment.
3. Where rates are paid prior to the due dates set out in the rates assessment notice, no discount will be provided.

2 PROCEDURE

1. The Council will process early payment of the current year's rates in accordance with this Policy.

POLICY ON RATE RELIEF FOR MĀORI FREEHOLD LAND

Council is required to adopt a policy on remission and postponement of rates on Māori freehold land under Sections 102, 108 and Schedule 11 of the Local Government Act 2002.

The matters to be considered in adopting a policy include:

- The desirability and importance within the District of each of the objectives listed in Schedule 11 of the Local Government Act 2002.
- Whether, and to what extent, the attainment of any of those objectives could be prejudicially affected if there is no remission of rates or postponement of the requirement to pay rates on Māori freehold land.
- Whether, and to what extent, the attainment of any of those objectives is likely to be facilitated by the remission of rates or postponement of the requirement to pay rates on Māori freehold land.
- The extent to which different criteria and conditions for rates relief may contribute to different objectives.

Having considered the above matters Council's policy on remission and postponement of rates on Māori freehold land is:

POLICY ON RATE RELIEF FOR MĀORI FREEHOLD LAND

This policy has an effective date of 1 July 2015.

PURPOSE

The objective of the Policy on Rate Relief for Māori Freehold Land is to enable the Council to act fairly and reasonably in its consideration of rate relief on Māori freehold land.

APPLICATION

This Policy applies to rates on Māori freehold land within the Tasman District.

POLICY

1 PRINCIPLES

1. The Council has considered the matters set out in section 108 and Schedule 11 of the Local Government Act 2002. The Council may remit all or part of the rates on Māori freehold land in accordance with any other rates remission policy that applies to the land if the Council is satisfied that the conditions and criteria for rates to be remitted under that other policy are met.
2. The Council will not postpone the requirement to pay rates on Māori freehold land, thereby treating Māori freehold land the same as general land in Tasman District.
3. In this Policy Māori freehold land means land whose beneficial ownership has been determined by the Māori Land Court by freehold order.

SIGNIFICANCE & ENGAGEMENT POLICY

(Pursuant to Section 76AA of the Local Government Act 2002).

INTRODUCTION

The decisions local authorities make affect their communities on a daily basis. Some decisions have greater significance than others. This Policy explains how the Council will determine the significance of matters.

Effective community engagement builds trust in Council decision making, while also increasing the Council's awareness of issues in the community. Council engages with the community during its everyday business using a range of informal methods. However, some Council decisions require a more structured form of engagement, due to the significance that a matter has within the wider community, or for groups within the community. This Policy provides guidance on Council's engagement processes.

This policy does not apply to decision making under the Resource Management Act 1991.

PURPOSE

The purpose of the policy is:

- to enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities; and
- to provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters; and
- to inform the local authority from the beginning of a decision-making process about—
 - the extent of any public engagement that is expected before a particular decision is made; and
 - the form or type of engagement required.

The extent of significance and engagement is determined on a case-by-case basis. This policy is intended to guide decision-making on these matters. This policy is made up of two parts. The first part on significance explains how decisions on significance will be determined and what happens when something is highly significant or not. The second part focuses on

engagement and consultation. It sets out the principles of engagement Council will use, how Council will engage with iwi, the role of elected representatives, and sets some parameters around minimum information requirements, timeframes, and management of feedback.

PART 1 – SIGNIFICANCE

1.1 WHAT IS SIGNIFICANCE?

Section 5 of the Local Government Act 2002 (LGA, or the Act) defines significance as:

“in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for,—

- (a) the current and future social, economic, environmental, or cultural wellbeing of the district or region;
- (b) any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter;
- (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so”.

1.2 DETERMINING SIGNIFICANCE

Determining the significance of a matter is an exercise of judgment. Council must assess how a proposal, decision, issue or matter may affect people, services, facilities and infrastructure in the District. Significance has to be considered as a continuum – ranging from the day to day matters with low impact on the community and low significance, right up to those with high or a very high significance.

Schedule 2 sets out the procedure for assessing the significance of matters. Council will use one or more of the criteria described below to help determine the significance of issues, proposals assets, activities, decisions or other matters, or to test whether there may be highly significant consequences.

Criteria for Determining Levels of Significance:

- Does the proposal or decision relate to an asset that is a 'strategic asset', as defined by the Act or this policy (See Schedule 1 – Strategic Assets), including the transfer of ownership or control, or the construction, replacement or abandonment of a 'strategic asset' (as defined by the Act or listed in this policy)?
- Is there, or likely to be, a substantial² change in the level of service provided by Council?
- Is there, likely to be, or has there been:
 - a high level of community interest in a proposal or decision? or
 - a decision likely to be controversial in the context of the impact or consequence of the change?
 - a specific area affected (e.g. geographic area, or area of a community by interest, age or activity) ? or
 - an impact or consequence relating to the duration of the effect arising from a proposal, decision or activity?
- Will the decision substantially affect Council debt, rates on residents or the financial figures in any one year or more of the Long Term Plan?
- Does the proposal, activity or decision involve the sale of a substantial proportion of, or controlling interest in, the Council's shareholding in any Council-controlled trading organisation or Council-controlled organisation?
- Does the proposal or decision involve entry into any partnership with the private sector to carry out a significant activity; or any new proposal to contract out the delivery of any Council group of activities?
- Does the decision involve Council exiting an existing activity or adding a new group of activities?

1.3 WHAT HAPPENS WHEN SOMETHING HAS SIGNIFICANCE?

Once Council has decided what level of significance an issue has, it will consider how it should engage with its communities. Like determining significance, engagement is also a continuum. At one end of the spectrum, the Council could simply give information to the community (e.g. advise that there will be a change to rubbish collection days). At the other end of the spectrum, the community is empowered to make a decision itself, such as in the electoral voting system. Where a Special Consultative Procedure is required under any legislation (e.g. for making a bylaw, adopting a Long Term Plan or Annual Plan), then the matter is likely to be towards the higher end of the engagement and significance continuum.

Enabling effective participation of individuals and communities in the decision-making of councils is the primary purpose of consulting with the community. This will enable elected representatives to make better-informed decisions on behalf of those they represent.

The exact form and extent of consultation and engagement will be determined on a case by case basis, depending on the significance of the matter and any statutory requirements.

An illustration of how Council will approach communities on matters of significance, along with examples of engagement methods used by Council, is provided in the following table.

²The Oxford English Dictionary defines 'substantial' as: Of considerable importance, size, or worth; Important in material or social terms (2014).

LOW SIGNIFICANCE	MEDIUM TO HIGH SIGNIFICANCE (ONE OR MORE APPROACH MAY BE USED)			
The community is provided with objective information to assist in its understanding of problems, solutions, performance	Feedback is obtained from the community to assist in the formulation of alternatives and decisions	Council works directly with the public throughout the process, to ensure both public and private concerns are understood	Council seeks direct advice from the community in formulating solutions. This advice is incorporated in decisions to the maximum extent possible.	The public is empowered to make the decision
EXAMPLES OF ENGAGEMENT METHODS IN TASMAN (ADDITIONAL ACTIVITIES, FROM LEFT TO RIGHT)				
Council reports, website update, media release, public notice, letter, Newline, social media, customer services staff information training, or councillor or staff email networks	Notification to identified stakeholders & those directly affected, information display at Council offices or local venue in vicinity of activity/initiative, public meeting, open days, surveys, focus groups, online consultation, public hearings, identified staff as points of contact, print and radio advertising, Special Consultative Procedure (LGA)	Discussion groups and workshops, road shows, residents' survey, community led activities, pre-engagement strategy to heighten awareness and create interest and/or participation, expert opinion on outcomes sought by initiative/ activity	Working groups, advisory boards	Local body elections

Table 1. Matching Engagement to Significance

Council regularly surveys its communities on their preferences and satisfaction with Council communication methods. This means Council can track how community preferences and satisfaction change over time and adapt the methods as needed.

PART 2 – ENGAGEMENT AND CONSULTATION

2.1 PRINCIPLES FOR ENGAGING AND CONSULTING WITH COMMUNITIES

Overarching principle: Council will engage with the community/ies affected by a highly significant matter (or resultant decisions) to a greater extent than they will for a less significant matter.

Some principles are common to all engagement processes. Many of the principles listed below have been adapted from the Local Government Act 2002 (Sections 78 and 82), while others have been added to reflect the Council's commitment to community engagement.

Access to information – Council will provide reasonable access to relevant information in a timely manner and in a format that is appropriate to people's needs, taking into account the District's geographic and technological challenges.

Timeliness – Council will build engagement into the planning process from the start. Sufficient time will be allowed for considered responses from all groups with an interest in, or who are affected by, the issue.

Partnerships – in engaging and making decisions Council will work in partnership with appropriate representative and special interest groups.

Transparency – Council will provide information about the purpose of engagement and the scope of the decisions. To ensure that participants know and understand the impact of their involvement, information may be provided on why Council is engaging, what issues are and are not up for decision-making, how the decisions will be made and who will be making them.

Encouragement to Present Views – Council will encourage all those affected by, or who have an interest in, an issue or project to present their views. The views can be presented in any way that is appropriate to their needs, e.g. written submission, oral submissions.

Openness – Council will receive views with an open mind and will give those views due consideration when making a recommendation (reflecting the differing views), or making a decision. Council welcomes indications of support for, or opposition to, proposed projects or issues.

Engaging with iwi/Maori – Council has put in place processes to provide opportunities for iwi/Maori to contribute to Council's decision making processes (refer to section below). Council will work with iwi/Maori to refine and improve these processes over time.

Responding to Diversity – Council will endeavour to seek the views of a wide cross-section of the community, using the most appropriate ways of engaging with various representative groups in the community.

Co-ordination – Council will encourage planning, coordination and collaboration amongst Council departments and entities for engagement processes.

Feedback – Council will provide information regarding the outcome of the decision making process and the reasons for the decisions.

Council recognises there are different needs in different communities. There are 16 urban and village settlements in Tasman District, and many more dispersed rural communities. Electronic communication challenges exist in some remote rural locations. There are long distances from rural areas to larger urban centres, wide ranging age groups and time availability, and different social and environmental interests to account for. The geographic spread of these communities creates challenges for both Council and community members in engaging in public meetings, workshops, open days and the like. The unique needs of each affected community will be factored into engagement exercises undertaken by Council wherever possible. Where an issue has District wide implications, Council will also endeavour to ensure that the locations selected for direct engagement with communities are spread across the District and are readily accessible to local residents and ratepayers.

2.2 ENGAGEMENT WITH IWI/MAORI

Council will honour all engagement processes, agreements and memorandums of understanding developed with iwi/Māori as they relate to its decision-making policies.

As well as Council's personal commitment to providing opportunities for iwi/Māori participation in its decision-making processes, the Local Government and Resource Management Acts also place a number of obligations and responsibilities on Council in regard to iwi/Māori. These include the need to establish and maintain processes to:

- Provide opportunities for iwi/Māori to contribute to pre-engagement process prior to the decision-making processes of Council.
- Foster the development of iwi/Māori capacity for contributing to the decision-making processes of Council.
- Provide relevant information to iwi/Māori for the above purposes.
- Have regard to any relevant iwi environmental management plans.

Council has made a commitment to honour its relationship with Maori of the Tasman District through its 'Statement on Fostering Māori Participation in Council Decision Making' within the current Long Term Plan.

The contribution by Iwi to Tasman's decision-making processes is provided through the relationships we share with Ngati Tama,

Ngati Rarua, Te Atiawa, Ngati Koata, Ngati Kuia, Rangitane, Ngati Toa and Ngati Apa, and with Ngai Tahu for the relevant area of the District around the Lakes/ Murchison locality. Where appropriate, Council will work through established agencies like Tiakina te Taiao and Manawhenua ki Mohua when dealing with iwi, and with Wakatu Incorporation and Ngati Rarua Atiawa Iwi Trust (NRAIT) when dealing with matters relating to the land holdings of those agencies.

For guidance and advice as to the appropriate approach when dealing with iwi or Māori, staff should contact the Strategic Policy team.

2.3 ENGAGEMENT WITH ELECTED REPRESENTATIVES

This policy recognises the role of elected representatives, both Councillors and Community Board members, as valued and recognised conduits to the communities they represent.

Council, when engaging with affected or interested communities, will recognise the relationship elected members have with the location, specific communities and individuals affected by consultation or engagement initiatives.

Participation of elected representatives is an essential step to consider, in light of broader community good, when initiating any project requiring engagement.

2.4 SPECIAL CONSULTATIVE PROCEDURE

The Special Consultative Procedure (SCP) is a prescribed process for consultation set out in the Local Government Act 2002 (LGA). Where any decision requires a SCP to be followed, Council will follow the procedure prescribed. An SCP may also be used for any other decision Council wishes to consult on. This will generally occur when the issue is recognised as of medium to high significance in terms of the Council's Significance and Engagement Policy.

The requirement or use of the SCP does not preclude the need to engage with affected communities. The use of the SCP is predominantly a reflection of the significance of an issue, which in turn identifies the need for appropriate community engagement. Schedule 3 outlines when an SCP is required.

2.5 CONSULTATION UNDER OTHER ACTS

Section 82(5) of the LGA 2002 says that where specific consultation is required under the LGA, or any other enactment, and if inconsistent with any s82 principle – the other provisions will prevail (to the extent of the inconsistency). Those other Acts include, among others, the Reserves Act 1977, the Biosecurity Act 1993, Land Transport Act 1998 and the Resource Management Act 1991.

2.6 PLANNING FOR COMMUNITY ENGAGEMENT

Council will provide opportunities for communities to engage, and encourage people to play a role, in Council's decision-making processes. To support those opportunities, Council staff will:

- choose the type of engagement most suited to each issue, and the preferred means of communication unique to each Tasman community, and form an engagement plan;
- consider the extent that Council is already aware of views of potentially affected and interested people;

- take opportunities to consider the views of affected communities at all stages of the process, through the adoption of solutions, initiatives or policies;
- in deciding the type and extent of any consultation, have regard for the nature and significance of the decision, its likely impact on, and significance to, those affected;
- engage as early as possible, and as appropriate, in a decision-making process. Ensure engagement processes are an integral part of project planning in its earliest stages;
- integrate and combine engagement and decision-making processes across departments as appropriate and wherever practicable;
- be sensitive to engagement becoming a burden, and people becoming reluctant to participate (effectively losing faith in the process);
- work in partnership with members and/or associations within particular communities to engage with the wider community where appropriate or cost-effective, and within time constraints;
- recognise that the significance or potential impact of a decision may be affected by more than the number of affected people.

2.7 INFORMATION REQUIREMENTS

At a minimum, Council will provide the following information when conducting consultation or engagement activities:

- what is being proposed;
- why it is being proposed;
- what the options and consequences are for the proposal;
- if a plan or policy or similar document is proposed to be adopted – a draft of the proposed plan, policy, or other document;
- if a plan or policy or similar document is proposed to be amended – details of the proposed changes to the plan, policy, or other document.
- what impacts (if any) may occur if the proposal goes ahead;
- how submitters and participants can provide their views;
- the timeframe for consultation and engagement; and,
- how submitters and participants will be informed about the outcome.

(This list incorporates requirements under s.82A of the Local Government Act 2002)

Note: in some circumstances all of the above may not be available during consultation, for example, if Council is seeking community views early in a process to inform the preparation of a draft plan or policy, which will be consulted on at a later date.

2.8 HOW COUNCIL WILL PROVIDE FEEDBACK TO THE COMMUNITY

Council will make available to submitters clear records, or descriptions of relevant decisions, made on an issue or matter. Explanatory material relating to the decision will be included, e.g. references to reports used to reach a decision. Submitters will be notified of decisions or by letter, email, Council newsletter, media statement or public notice. Decisions and reports will be made available on the Council website, or hard copies supplied upon request, unless they contain confidential matters that are not able to be made available to the public.

2.9 LENGTH OF ENGAGEMENT

The length of engagement can and does differ. It will be directed by:

- The level of significance or timeframes, as determined by legislative obligations; or
- The decision-making requirements and the possible effects of the decision that have not been deemed highly significant;
- The extent to which Council is already aware of the issue or views of the community;
- The level of community interest in proposed Council decisions; and,
- The structure and demands of the decision-making process.

2.10 REVIEW OF THE SIGNIFICANCE AND ENGAGEMENT POLICY

The Significance and Engagement policy will be reviewed by Council every three years.

SCHEDULE 1: STRATEGIC ASSETS

Section 5 of the Local Government Act defines strategic asset as:

Strategic asset, in relation to the assets held by a local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important; and includes –

- (a) any asset or group of assets listed in accordance with section 76AA by the local authority; and
- (b) any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy; and
- (c) any equity securities held by the local authority in –
 - (i) a port company within the meaning of the Port Companies Act 1988;
 - (ii) an airport company within the meaning of the Airport Authorities Act 1966.

For Tasman District the list of Strategic Assets are:

- Transportation system as a whole
- Wastewater reticulation system as a whole
- Stormwater reticulation system as a whole
- District Libraries as a whole
- Reserves and Cemeteries as a whole
- Water reticulation system as a whole
- Water treatment plants as a whole
- Wastewater treatment plants as a whole
- Ownership in Port Nelson Ltd
- Ownership of Port Tarakohe as a whole
- Ownership in Nelson Airport Ltd
- Forestry Estate as a whole
- Eves Valley Landfill

SCHEDULE 2 – PROCESS FOR ASSESSING SIGNIFICANCE

Changes to the Local Government Act now mean that it is the responsibility of a local authority to make, at its discretion, judgments about how to achieve compliance with provisions relating to the decision making process

and obtaining community views (sections 77 and 78). The decisions on significance and corresponding consultation will be proportionate to the significance of the matters affected by the decision, as determined in accordance with this Significance and Engagement Policy.

Procedures for assessing significance

Decisions on significance will be made in accordance with this policy, the Council's Governance Statement, Standing Orders and the Tasman District Council's Delegation Register. In practice, this means:

- Where any issue, policy, decision or other matter meets one or more criterion and is deemed to have significance (low, moderate or high), the matter shall be reported to Council.
- Each report shall include a statement indicating that the issue, policy, decision or other matter has been considered in regard to Council's Significance and Engagement Policy. The report shall include an assessment of the degree of significance of the issue, policy, decision or other matter, based on the criteria outlined in this Policy. Each matter may be assessed on any one or more criteria.
- The assessment should consider each criterion of significance and report on these, where applicable. The report should include a statement on the level of significance and reasoning behind the conclusion (i.e. why was it determined to have moderate significance).
- The assessment shall also include consideration of the following requirements, matters and procedures set out in the Act:
 - s77 Requirements in Relation to Decisions,
 - s78 Community Views in Relation to Decisions
 - s79 Compliance with Procedures in Relation to Decisions
 - s80 Identification of Inconsistent Decisions
 - s81 Contributions to Decision-making Processes by Maori
 - s82 Principles of Consultation

The report should include a statement addressing the appropriate observance of such of Sections 77, 78, 80, 81 and 82 of the Act as are applicable.

- Once a decision on significance has been made, the report should recommend appropriate methods and extent of consultation and engagement. The recommended engagement is to be proportionate to the significance of an issue, proposal, activity, asset or decision.

Table 2: Determining levels of significance – Examples

MATTER/ISSUE	DETERMINING THE LEVEL OF SIGNIFICANCE		
Proposal or decision relates to an asset that is a 'strategic asset'	Low Significance ←	Moderate	High Significance →
	e.g. Proposal or decision does not relate to strategic assets or does not substantively affect other Council assets.	e.g. Proposal or decision involves sale of, or substantial impact on, part of a strategic asset, or other Council asset.	e.g. Sale of a strategic asset; or activities that affect the performance of the strategic asset as a whole.
Changes to Levels of Service	Low Significance ←	Moderate	High Significance →
	e.g. Minor loss of, or change to, service levels provided by Council (or its contractors).	e.g. Moderate changes to the level of service provided by Council.	e.g. Decision or proposal creates substantial change in the level of service provided by Council.
Community interest levels; Controversial; Areas affected & timing of effects	Low Significance ←	Moderate	High Significance →
	e.g. Decision or consequence has little impact and/or is easily reversible.	e.g. Minor or moderate level of community interest in a proposal or decision; or there is a moderate impact arising from changes; or one or more settlements or Wards of the District are affected disproportionately to another; or duration of an effect may impact detrimentally on people or a community.	e.g. A high level of community interest in a proposal or decision; likely to be, or is, controversial in the context of the impact or consequence of the change; involves a specific area affected (e.g. geographic area, or area of a community by interest, age or activity); or there are substantial impacts or consequences arising from the duration of the effect.
Financial Impact	Low Significance ←	Moderate	High Significance →
	e.g. No material effect on Council's budget, loans or projected debt. No material effect on rates.	e.g. Minor effect on rates for residents, Council debt or the financial figures in any one year or more of the Long Term Plan.	e.g. Decision or proposal substantially affects Council debt, rates on residents or the financial figures in any one year or more of the Long Term Plan.
Impact on Shareholdings	Low Significance ←	Moderate	High Significance →
	e.g. No material effect on shareholdings.	e.g. The sale of less than 20% of Council's shareholding in any Council-controlled trading organisation or Council-controlled organisation.	e.g. Proposal, activity or decision involve the sale of more than 20% of Council's shareholding in any Council-controlled trading organisation or Council-controlled organisation.

MATTER/ISSUE	DETERMINING THE LEVEL OF SIGNIFICANCE		
Partnership Arrangements	Low Significance ← e.g. No substantive change to partnership arrangements.	Moderate e.g. Entry into any partnership with the private sector to carry out minor activities on behalf of Council (excluding consultant services).	High Significance → e.g. Proposal or decision involves entry into any partnership with the private sector to carry out a significant activity; or any new proposal to contract out the delivery of any Council group of activities.
Changes to Groups of Activities	Low Significance ← e.g. Minor change to how Council manages groups of activities .	Moderate e.g. Partial exit from a group of activities.	High Significance → e.g. Decision involves Council exiting an existing activity or adding a new group of activities.

SCHEDULE 3 – SPECIAL CONSULTATIVE PROCEDURE

The Local Government Act 2002 requires Council to use the Special Consultative Procedure for:

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

It is important to note that formal consultation by a special consultative procedure is a structured process outlined in legislation and supported by case-law.

This type of consultation still applies in some decision making processes. In other engagement processes, however, there are no explicit statutory or legal rules constraining or defining community engagement processes. The Local Government Act 2002 has given local authorities the ability to determine this as appropriate for their communities.

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

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

STATEMENT ON FOSTERING MĀORI PARTICIPATION IN COUNCIL DECISION MAKING

PURPOSE

This statement outlines the steps Council intends to take to foster Māori capacity to contribute to Council decision-making processes over the period of the Long Term Plan, as required by Schedule 10(5) of the Local Government Act 2002.

BACKGROUND

Council is committed to further improving the close working relationship between the District's Māori community and itself. The Council recognises the wealth of special values that tangata whenua hold for the places, the resources, the history and the long term sustainability of the District. Council further recognises that its activities and services impinge daily on these values and that in order to make appropriate decisions. Council must consider the values of Māori as a special set of community values. Council consults and engages with Māori on a regular basis. In certain cases, these are ongoing processes required by legislation such as the Resource Management Act 1991. Other cases are a way of recognising the spirit of partnership inherent in the Treaty of Waitangi.

STEPS COUNCIL IS TAKING TO FOSTER MĀORI PARTICIPATION IN COUNCIL DECISION-MAKING

As well as Council's personal commitment to providing opportunities for Māori participation in its decision-making processes the Local Government Act 2002 also places a number of obligations and responsibilities on Council in regard to Māori. These include the need to establish and maintain processes to:

- Provide opportunities for Māori to contribute to the decision-making processes of Council.
- Consider ways in which we may foster the development of Māori capacity to contribute to the decision-making processes of Council.
- Provide relevant information to Māori for the above purposes.

There are a number of methods used by Māori and local authorities around New Zealand to improve their relationships. The methods set out below are not exhaustive, but represent some of the steps that Council and Iwi and Māori use to include Māori in the decision-making processes:

- a) Committing to regular hui/liason meetings with Iwi and Māori to develop the relationship further and to discuss specific and general issues of relevance to both parties.
- b) Committing to regular hui/liason meetings between the Mayors and Iwi Chairs.
- c) Providing the opportunity for the Mayor and Chief Executive to attend the Kotahitanga hui.
- d) Through hui working with Iwi/Māori to identify how to gain input into issues of relevance to Iwi and Māori, including the opportunity to be involved in relevant working groups.
- e) Providing assistance to Iwi to prepare Iwi Management Plans.
- f) Appointing an elected member as a Māori /Iwi portfolio holder.
- g) In conjunction with Iwi continue providing some future structured training/ familiarisation courses to improve Councillors and staff understanding of Iwi perspectives.
- h) Consulting with Iwi on the formation of the Long Term Plan, the Annual Plan and on relevant changes to the Tasman Resources Management Plan.
- i) Appointing a Council kaumatua to assist the Mayor and Chief Executive.
- j) Appointing a Community Board member to attend the Manawhenua ki Mohua meetings.
- k) Discussing the Council's work programme with Tiakina te Taiao and Manawhenua ki Mohua.
- l) Actively engage with the Iwi Rivers and Freshwater Advisory Committee.