

# STAFF REPORT

**TO:** Chairman & Members, Engineering Services Committee

**FROM:** Jeff Cuthbertson

**REFERENCE:** S302

**DATE:** 29 June 2005

**SUBJECT:** School Pan Charges

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## PURPOSE

The purpose of this report is to gain support from the Engineering Services Committee to change Council's existing School Wastewater Charges Remissions Policy so as to more align that policy with the Ministry of Education's requirement for schools to have toilets on a set pupil/teacher ratio.

## COMMENTS

Council presently has a Schools Wastewater Charges Remissions Policy (copy attached) that provides a discount to individual schools based on a pupil/teacher ratio to pans.

The policy also recognises that Council also has a pan discount policy. Schools are only charged the lesser effective cost of the two methods of calculating the pan charge.

### Pan Discount Policy

Council's existing pan discount policy indicates the following;

1<sup>st</sup> pan pays 100% of pan charge  
2<sup>nd</sup> to 9<sup>th</sup> pan pays 75% of pan charge  
10<sup>th</sup> and other pans pay 50% of pan charge

### Remissions Policy

The remissions policy requires schools to provide Council with a summary of the number of pupils, teachers and toilets at the school on an annual basis. The total of pupils and teachers are added together and divided by Council's ratio as set down in the policy. The ratio is presently 1:15.

### Proposed Change to Policy

Council has had discussions with several schools which have previously reported to the Engineering Services Committee.

The schools believe that the 1:15 ratio does not have any basis and wish to have it reviewed to reflect their requirement by the Ministry of Education (copy attached) to provide toilets on a greater ratio than that reflected in Council's policy.

Attached to this report is a summary of toilet requirements which generally outline the Ministry of Education's policy for boys and girls.

Staff do not have the detail as to the teacher/toilet ratio but have estimated these requirements.

In summary, the ratio as outlined better reflects the schools 1:20 pupil/teacher/toilet requirements.

### **Policy Change Cost**

Attached is a spreadsheet reflecting the cost of changing schools by:

- a) Council's pan discount policy;
- b) Council's School Wastewater Charges Remission Policy based upon a 1:15 ratio;
- c) Proposed changes to the existing Remissions Policy to a 1:20 ratio.

To change the Remissions Policy ration from 1: 15 to 1:20 will (based upon the 2005/2006 charges) increase all pan charges by \$1.48 per pan throughout the district.

The current policy will be implemented for the 2005/2006 financial year. Any change can only be reflected in Council's 2006/2007 financial year and be advertised with the LTCCP.

### **RECOMMENDATION**

- a) That the Engineering Services Committee endorse in principle the change to the present School Wastewater Charge Remission Policy in that the ratio of pupils/teachers to toilets increases from 1:15 to 1:20 ratio.**
- b) That this policy change be included in the draft 2006/2007 LTCCP.**

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