



RĀRANGI TAKE AGENDA

Hui Te Komiti Whakamauru Tūraru | Risk and Assurance Committee Meeting

**I hereby give notice that a Meeting of the Te Komiti Whakamauru
Tūraru | Risk and Assurance Committee will be held on:**

Te Rā | Date: Thursday, 21 September 2023

Te Wā | Time: 9:30am

**Te Wāhi | Location: Council Chamber
Ground Floor, 175 Rimu Road
Paraparaumu**

**Mark de Haast
Group Manager Corporate Services**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Te Komiti Whakamauru Tūraru | Risk and Assurance Committee will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 21 September 2023, 9:30am.

Te Komiti Whakamauru Tūraru | Risk and Assurance Committee Members

Mr David Shand	Chair
Mayor Janet Holborow	Member
Deputy Mayor Lawrence Kirby	Member
Cr Liz Koh	Member
Cr Jocelyn Prvanov	Member
Cr Glen Cooper	Member
Mr David Cochrane	Member
Ms Oriwia Raureti	Member

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1 NAU MAI | WELCOME**2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING**

“As we deliberate on the issues before us, we trust that we will reflect positively on the communities we serve. Let us all seek to be effective and just, so that with courage, vision and energy, we provide positive leadership in a spirit of harmony and compassion.”

I a mātou e whiriwhiri ana i ngā take kei mua i ō mātou aroaro, e pono ana mātou ka kaha tonu ki te whakapau mahara huapai mō ngā hapori e mahi nei mātou. Me kaha hoki mātou katoa kia whaihua, kia tōtika tā mātou mahi, ā, mā te māia, te tiro whakamua me te hihiri ka taea te arahi i roto i te kotahitanga me te aroha.

3 WHAKAPĀHA | APOLOGIES**4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

4.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

4.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

5 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Public Speaking Time Responses

(b) Leave of Absence

(c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

7 HE KŌRERO HOU | UPDATES

Nil

8 PŪRONGO | REPORTS

8.1 CLOSING REPORT FROM AUDIT FOR THE YEAR ENDED 30 JUNE 2023

Kaituhi | Author: **Jing Zhou, Chief Financial Officer**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

TE PŪTAKE | PURPOSE

- 1 This report provides the Risk and Assurance Committee with Ernst & Young's Audit Close Report for the year ended 30 June 2023.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not required.

TE TUKU HAE PAPA | DELEGATION

- 3 The Risk and Assurance Committee has delegated authority to consider this report under the following delegation in the Governance Structure, Section C.3.
 - *Reviewing and maintaining the internal control framework*
 - *Obtaining from external auditors any information relevant to the Council's financial statements and assessing whether appropriate action has been taken by management in response to the above.*

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Risk and Assurance Committee receives and notes this report including Appendix 1 to this report.

TŪĀPAPA | BACKGROUND

- 4 The Council's Auditors, Ernst & Young (Audit) tabled their audit plan for the year ended 30 June 2023 at the Risk and Assurance Committee meeting on 16 May 2023.
- 5 Audit has now substantially completed their audit of the Council's draft Annual and Summary Annual Report for the year ended 30 June 2023.

HE KŌRERORERO | DISCUSSION

- 6 Audit has confirmed that they will issue an unqualified audit report for the Annual Report and Summary Annual Report for the year ended 30 June 2023, subject to the adequate resolution of the outstanding matters listed in Appendix 1 to this report.

He take | Issues

- 7 There are no additional issues arising from this report.

Ngā kōwhiringa | Options

- 8 There are no options arising from this report.

Tangata whenua

- 9 There are no tangata whenua considerations arising from this report.

Panonitanga āhuarangi | Climate change

- 10 There are no climate change issues arising from this report.

Ahumoni me ngā rawa | Financial and resourcing

- 11 There are no financial considerations in addition to those already discussed in this report.

Ture me ngā Tūraru | Legal and risk

- 12 There are no legal and risk issues arising directly from this report.

Ngā pānga ki ngā kaupapa here | Policy impact

- 13 There are no policy considerations in relation to this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

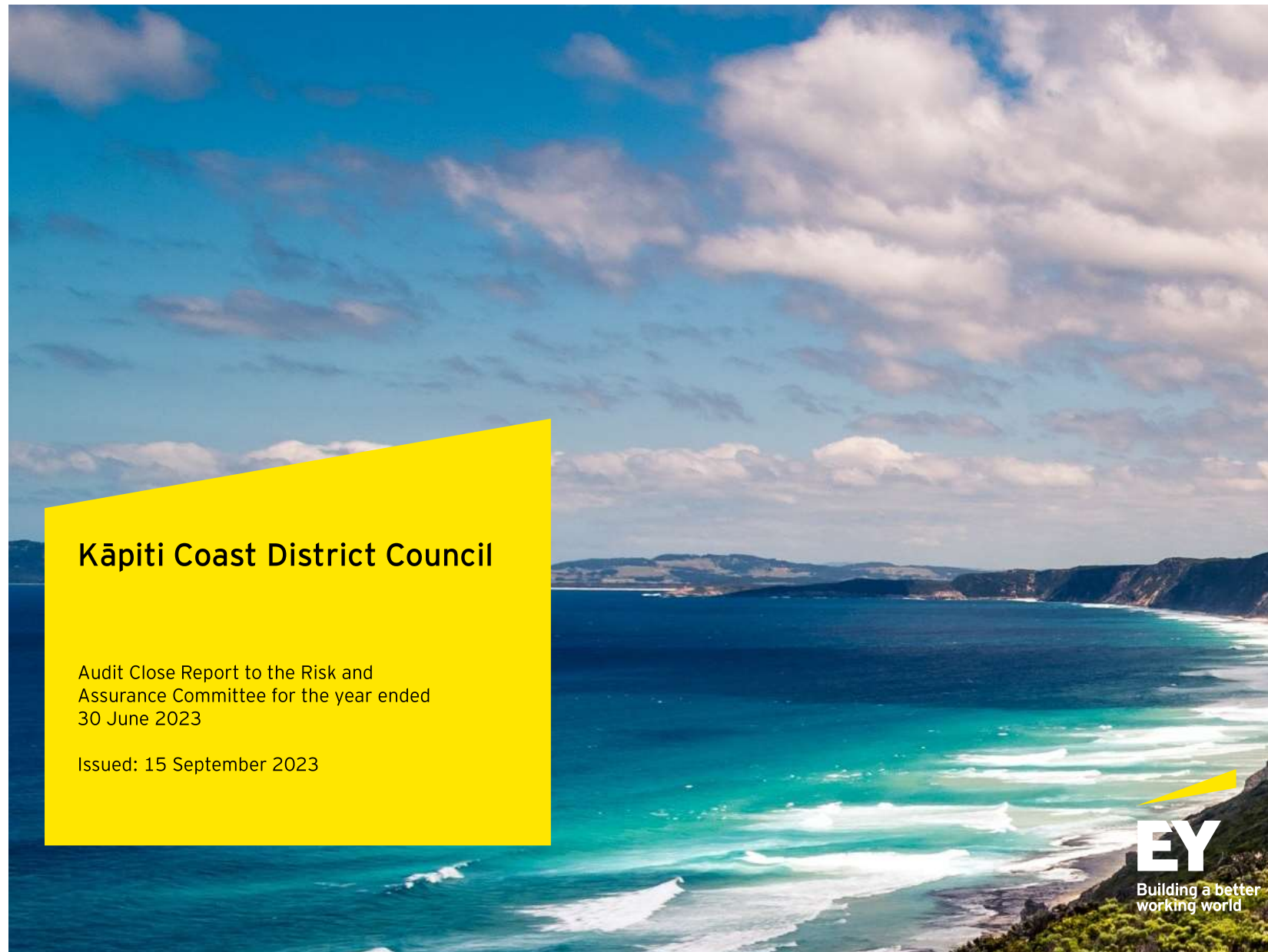
- 14 The report has a low level of significance under the Council's Significance and Engagement Policy.

Whakatairanga | Publicity

- 15 There are no publicity considerations.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Audit Close Report for the Year Ended 30 June 2023 [↓](#)



WELCOME



Dear Risk and Assurance Committee Members

We have substantially completed our audit of the financial statements and service performance information of Kāpiti Coast District Council ("Council") for the year ended 30 June 2023.

Subject to the adequate resolution of the outstanding matters listed in the appendices we confirm that we will issue an unmodified audit report for the financial statements and service performance information. Our audit report will include an emphasis of matter paragraph relating to the Government's three water reform programme drawing attention to the disclosure Council have included in the Annual Report in respect of this matter.

We have provided this report in our role as the appointed auditor of the Council on behalf of the Auditor-General in accordance with the Public Audit Act 2001. This report is intended solely for the use of the Risk and Assurance Committee ("the Committee"), other members of the Council and senior management, and should not be used for any other purpose nor given to any other party without our prior written consent.

We would like to thank your staff for the assistance provided to us during the audit.

We look forward to the opportunity of discussing with you any aspects of this report or any other matters relating to our work on 21 September.

Should you have any questions or comments, please do not hesitate to contact me on 027 489 9693 or sam.nicolle@nz.ey.com.

Yours faithfully



Sam Nicolle
Partner
15 September 2023



Shiela Mae Guardo
Manager
15 September 2023

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EXECUTIVE SUMMARY

Kāpiti Coast District Council

For the year ended 30 June 2023

AREAS OF AUDIT FOCUS

6

Key areas of focus where there are potential risks and exposure



The areas of audit focus and level of complexity or management judgement applied are:

- | | | | |
|---|---------------|--|------------|
| ▶ Property, plant and equipment | HIGH | ▶ Expenditure, Procurement and Tendering | LOW |
| ▶ Rates Setting, Invoicing and Collection | HIGH | ▶ Debt Facilities and Derivatives | LOW |
| ▶ Non-financial Performance Reporting | MEDIUM | ▶ Revenue from Grants and Subsidies | LOW |

STATUS OF AUDIT

9

Outstanding matters for an unqualified audit opinion



We have substantially completed our audit of the financial statements and service performance reporting of the Council for the year ended 30 June 2023. Subject to satisfactory completion of the outstanding items outlined in the appendices we will issue an unqualified audit opinion that includes an emphasis of matter paragraph relating to the Government's three water programme.

UNADJUSTED AUDIT DIFFERENCES

\$NIL

Aggregated unadjusted audit differences

- ▶ There are no unadjusted audit differences pertaining to the financial statements and service performance reporting for the year ended 30 June 2023.
- ▶ All adjustments identified during our audit have been corrected by management.

See Audit Differences section for more details.

MATERIALITY

\$2.8M

Final materiality based on actual expenditure for FY23

Our audit procedures have been performed using a materiality of \$2.8m

This is based on 2.5% of expenditure of \$112.9m

The threshold for reporting audit differences to the Committee is \$141k

Tolerances have been set for each significant performance measure selected to test.

INDEPENDENCE

We confirm that we have complied with PES AG 1 (revised) and the OAG's professional standards, and in our professional judgement, the engagement team and the Firm are independent.



EXECUTIVE SUMMARY

AREAS OF AUDIT FOCUS

AUDIT DIFFERENCES

CONTROL ENVIRONMENT

APPENDICES

page

Property, plant and equipment

Our Understanding

- Property, plant and equipment represents the bulk of the Council’s balance sheet with a 30 June 2023 carrying value of \$2.10 billion (2022: \$1.84 billion). The valuations have resulted in an uplift of \$221.9 million through other comprehensive income.

Classification	2023 \$million	2022 \$million
Operational assets	157.7	111.4
Infrastructural assets	1,761.2	1,640.3
Restricted assets	183.6	93.0
Total value	2,102.5	1,844.7

- Infrastructure assets primarily comprise of roading, three waters, and seawall assets and are valued using Optimised Depreciated Replacement Cost (ODRC).
- Operational and restricted assets primarily comprise of land and buildings and are valued at market value.
- Land, buildings, park assets and infrastructural assets are revalued regularly by external valuation professionals in accordance with Council’s revaluation schedule or when needed to ensure carrying value reflects the fair value of the assets.
- Management has engaged WSP and AON, as independent specialists, to carry out the following valuations:
 - Three water assets - fair value update to the FY22 full valuation by WSP
 - Roading assets - full valuation by WSP
 - Land and improvements - full valuation by Aon

EY Perspective

- Revaluation movements recorded at 30 June 2023 and associated opening carrying amounts are:

Component	Classification	Opening CV \$million	Revaluation \$million	% Increase (decrease)
Buildings/improvements	Operational assets	58.9	3.0	5%
Land	Operational assets	38.5	35.7	93%
Bridges	Infrastructural assets	18.1	7.6	42%
Roading – LUR	Infrastructural assets	767.7	10.3	1%
Roading and footpaths	Infrastructural assets	411.6	49.0	12%
Stormwater	Infrastructural assets	80.0	6.3	8%
Wastewater	Infrastructural assets	136.8	12.7	9%
Water	Infrastructural assets	111.4	10.3	9%
Buildings/improvements	Restricted assets	32.2	4.3	13%
Land	Restricted assets	58.9	82.5	140%
Total revaluation			221.9	

Non depreciable land (including land under roads) accounts for c. 58% of the valuation uplift.

Capital additions and depreciation

We selected a sample of infrastructure asset additions during the year and agreed these to supporting documentation and obtained assurance that only costs which fulfilled the capitalisation criteria under PBE IPSAS 17 *Property, Plant and Equipment* were capitalised.

We considered the integrity of the depreciation charged on the various classes of infrastructure assets, and whether the useful lives and depreciation charge for the 2023 year was in line with the previously completed valuations. We noted that the depreciation rates have been appropriately reflected in the fixed assets register following the valuation.

Key Judgements: Unit costs, useful lives, and classification of costs as capital or maintenance

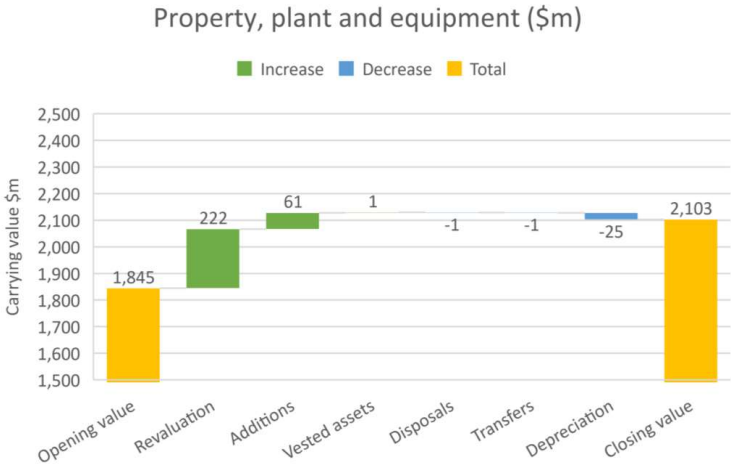
Relevant accounting standards: [PBE IPSAS 17 Property, Plant and Equipment](#)

Level of complexity or management judgement: HIGH



Property, plant and equipment (continued)

Our Understanding (continued)



EY Perspective (continued)

There are a number of key assumptions that the valuers are required to make based on their experience and each of these judgements have the potential to materially impact the resulting valuations. These judgements include replacement cost, useful lives and optimisation decisions. We have obtained the valuation reports prepared by WSP and Aon and performed the following audit procedures:

- ▶ On a sample basis validated key inputs to the valuation including unit costs and the underlying data. ✓
- ▶ Assessed whether the asset information provided to the valuers was reflective of the asset data maintained in the Council's Asset Management Systems. ✓
- ▶ Obtained assurance that all material assets within the asset class were included in the valuation. ✓
- ▶ Performed procedures to obtain assurance that the valuation has been appropriately recorded in the fixed asset register and general ledger. ✓
- ▶ Obtained a reliance letter confirming the independence of the valuer and assessed the professional expertise of the valuer. ✓
- ▶ Assessed the extent of due diligence performed by management and whether this was adequate for the purpose of recording the revaluation in the financial statements. ✓

We are satisfied the assumptions and approach applied to the valuations provides a reasonable basis to determine asset values for financial reporting.

The fair value of three waters assets was determined via applying an index to the summary figures. This assessment considered changes to factors that underly the valuation such as the unit cost index over the period since the last valuation, asset lives, residual values, depreciation and consideration of any new assets or projects that may need to be included.

Our procedures identified an adjustment related to the fair value of land assets. Through our review of valuer's supporting files we observed that the valuation report had not been updated to reflected the price appreciation for a sub set of properties. This resulted in an update to the valuation report and this adjustment have been reflected in the annual report.

Key Judgements: Unit costs, useful lives, and classification of costs as capital or maintenance
Relevant accounting standards: [PBE IPSAS 17 Property, Plant and Equipment](#)
Level of complexity or management judgement: HIGH

Rates Setting, Invoicing and Collection

Our Understanding

- ▶ Rates income levied represents KCDC's primary revenue source. Below is summary of the rates revenue and debtors recognised by the Council.

Component	2023 \$million	2022 \$million
General rates	29.6	25.3
Targeted rates	53.8	52.2
Internal rates and rates remitted	(2.0)	(1.8)
Total value	81.4	75.7
Rates Debtors	3.5	3.2

- ▶ The Council must adhere to the requirements of the Local Government (Rating) Act 2002 for the rates set to be lawful. Failure to comply with rating law and the associated consultation requirements can create risks to the integrity of rates revenue collected by the Council. Management has consulted with external legal counsel to ensure compliance with rating legislation is maintained.
- ▶ The requirement for there to be consistency between the rates resolution, the Funding Impact Statement for that year, and the Revenue and Financing Policy in the LTP is fundamental because this is the thread that links community consultation to the rates levied by KCDC.
- ▶ The accuracy of rates revenue is dependent on the integrity of the rates database. The reliability of the rates billing system is also key to rates being billed appropriately.
- ▶ Valuations for the Kāpiti Coast District Council were carried out in 2020 with an effective date of 15 August 2020, and have been used to calculate rates from the 2021/22 year. We understand that the next districtwide revaluation is expected to be approved in October 2023.

EY Perspective

Our work in relation to rates revenue and debtors included:

▶ Testing Council's rate setting process including the accuracy of the use of underlying valuation information (as prepared by Quotable Value).	✓
▶ Reviewing Council's procedures for ensuring the rates set are compliant with the Local Government Rating Act including Council's adoption procedures.	✓
▶ Examining the application of the rates set to the rating database.	✓
▶ Reviewing the billing to specific ratepayers and subsequent collection on a sample basis.	✓
▶ For water rates we have performed analytical procedures through considering changes in the district population and rates.	✓

Water rates levied by the Council are based on a fixed portion and a volumetric charge based on usage as measured by meter readings. Total volumetric water rates were \$4.4m (2022: \$4.6m) and are disclosed in the financial statements as an exchange transaction.

Key Judgements: Compliance with the Local Government (Rating) Act and provisioning for outstanding rates debtors.

Relevant accounting standards: [PBE IPSAS 23 Revenue from Non-Exchange Transactions](#)

Level of complexity or management judgement: HIGH



Non-financial Performance Reporting

Our Understanding

- ▶ The Council is required to report its performance against performance measures included in the Long-Term Plan (LTP). The performance framework set as part of the 2021/41 LTP is applicable to the current financial year. These measures are key to the Council providing a “performance story” to the community.
- ▶ Our audit opinion on the service performance report covers compliance with generally accepted accounting practice, and whether the service performance report fairly reflects the Council’s actual service performance for the period.
- ▶ We have selected the following activities for detailed testing in the context of our audit of the 2022/23 annual report. However, we have considered the entire performance report as part of our feedback to management:
 - ▶ Access and transport
 - ▶ Stormwater
 - ▶ Wastewater
 - ▶ Water
 - ▶ Coastal management
 - ▶ Recreation and leisure
- ▶ The performance reporting includes several mandatory measures stipulated by Non-Financial Performance Measures rules 2013.
- ▶ We have summarised results achieved during the year by category on the next page.

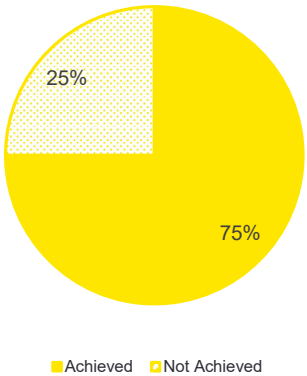
EY Perspective

Changes to the Drinking Water Standards

The Secretary for Local Government sets the Local Government Mandatory Performance Measures on which all Local Authorities are required to report.

On 14 November 2022, mandatory measures related to drinking water (parts 4 and 5 of the New Zealand Drinking Water Standards 2005 - Revised 2018) were withdrawn, and replaced with the Drinking Water Quality Assurance Rules 2022. Despite these changes to the drinking water standards during 2022/23, the audit approach remains the same.

FY23 Measure Performance



Key Judgements: Results included / excluded from measures

Relevant accounting standards: [PBE FRS 48 Service Performance Reporting](#)

Level of complexity or management judgement: **MEDIUM**



Non-financial Performance Reporting (continued)

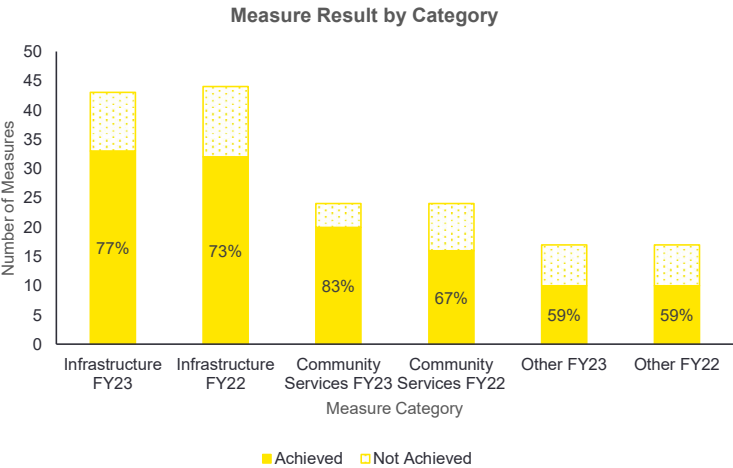
EY Perspective (continued)

We carried out the following audit procedures in assessing the effectiveness of the Council's non-financial performance reporting:

- ▶ Updated our understanding of key performance reporting processes and reviewed the collation methodologies applied by Council. ✓
- ▶ Examined, on a sample basis, the Statement of Service Performance to determine that the measures have been reported on and outputs have been achieved where stipulated. For the selected measures this included obtaining the underlying supporting documentation and re-performing the calculations. ✓
- ▶ Assessed the completeness and effectiveness of the performance framework utilised. ✓
- ▶ Checked whether all mandatory performance measures stipulated by the Non-Financial Performance Measures rules 2013 have been included in Council's reporting. ✓
- ▶ Assessed the extent to which the improvement matters identified in the previous years' audit have been addressed. ✓

We identified minor discrepancies in the performance measures across several activities. The discrepancies primarily related to customer service request measures and the quality of the response time data. We have made recommendations regarding how the current customer service request process could be further improved. None of the discrepancies resulted in audit adjustments as the impact was below our audit adjustment threshold.

EY Perspective (continued)



*The Other Category above aggregates all of the results for the Partnership, Planning and Regulatory, and Corporate Categories

Key Judgements: Results included / excluded from measures

Relevant accounting standards: [PBE FRS 48 Service Performance Reporting](#)

Level of complexity or management judgement: MEDIUM

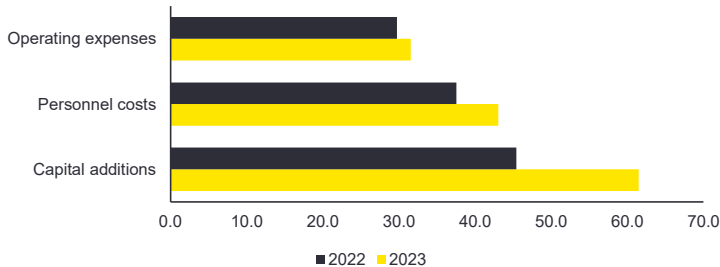


Expenditure, Procurement and Tendering

Our Understanding

- ▶ Total expenditure incurred by the Council is broken down as follows:

Expenditure (Operating and Capital)



Sensitive expenditure

- ▶ All expenditure should be subject to a high standard of probity and financial prudence and should be able to withstand public scrutiny. Areas of expenditure such as travel, accommodation, training and catering can present opportunities for personal benefit, or perceived personal benefit, and therefore require additional focus. OAG's controlling sensitive expenditure guidelines for public entities require expenditure decisions to:
 - ▶ Have a justifiable business purpose
 - ▶ Be cost-effective
 - ▶ Preserve impartiality
 - ▶ Be made with integrity
 - ▶ Be moderate and conservative, having regard to circumstances
 - ▶ Be made transparently, and
 - ▶ Be appropriate in all respects.

EY Perspective

We have performed the following audit procedures with regard to operating expenditure, procurement and tendering:

▶ Tested operational expenditure on a sample basis.	✓
▶ Reviewed on a sample basis the application of procurement policies.	✓
▶ Reviewed areas where it may be perceived that there is the potential for personal benefit.	✓
▶ Reviewed updates to expense policies to assess whether appropriate processes over expenditure are in place.	✓
▶ On a test basis examined how the tendering process for a sample of contracts was managed in consideration of KCDC's tendering policies and good practice.	✓

The Council's capital works procurement programme involves significant cash flows and the Council has a range of policies that seek to ensure procurement is managed in the best interests of the Council. Our procedures included testing a sample of contracts for appropriate approval in line with the Procurement Policy. The Council's internal audit is concluding an internal audit on the Procurement Framework which has identified several improvement areas which are being considered by management.

Key Judgements: Appropriateness / reasonableness of costs incurred

Relevant standards and guidance: [OAG guidance](#)

Level of complexity or management judgement: LOW



Debt Facilities and Derivatives

Our Understanding

- ▶ Borrowing represents one of the main sources of funding for KCDC’s capital projects and debt levels change with the timing of planned capital projects and the repayment profile. The total value of debt at 30 June 2023 was \$275m (2022: \$255m).
- ▶ KCDC continues to maintain interest rate swaps to manage the Council’s exposure to interest rate fluctuations arising from borrowing activities. The mark to market value of swaps as at 30 June 2023 amounted to an asset of \$12.6m (2022: \$9.7m). Fair value changes have been recorded in the Statement of Comprehensive Revenue and Expenses.

Debenture Trust Deed reporting

- ▶ KCDC accesses debt through the Local Government Funding Agency (LGFA). The Council is responsible for preparing Reporting Certificates to the Trustee in accordance with the requirements of the Trust Deed and we are required to report to the Trustee with respect to the accuracy of the reporting certificates.
- ▶ Borrowings from the LGFA are covered by the Multi-issuer Deed between the Councils and the LGFA. The Multi-issuer Deed outlines the financial covenants that Councils are required to comply with, and the covenant limits depend on whether the Council has a credit rating of “A” or better. KCDC is required to complete a covenant test every 30 June.
- ▶ KCDC is also a guarantor of the LGFA debt and financial reporting standards require the Council to disclose the guarantee and recognise the fair value if it is considered to be material.

EY Perspective

We carried out the following audit procedures with regard to the Council’s public debt and interest rates swaps:

▶ Updated our understanding of debt facility agreements maintained in the year and reviewed the relevant debt facility agreements including the process for managing drawdowns.	✓
▶ We have considered the term and current classification of debt.	✓
▶ Obtained LGFA confirmation of the outstanding debt position at year end.	✓
▶ Confirmed derivative positions in place at year end and independently valued a sample of derivative contracts.	✓
▶ Reviewed disclosures associated with the debt and derivative positions.	✓
▶ Reviewed the prudent benchmark measures relating to debt, interest level and sustainability as required by legislation.	✓

KCDC continues to hold a AA credit rating from S&P Global. Our procedures included recalculating the covenants for a Tier 1 Council.

Key Judgements: Valuation of derivatives

Relevant accounting standards: [PBE IPSAS 28 Financial Instruments: Presentation](#), [PBE IPSAS 29 Financial Instruments: Recognition and Measurement](#), [PBE IPSAS 30 Financial Instruments: Disclosures](#)

Level of complexity or management judgement: LOW



Revenue from Grants and Subsidies

Our Understanding

- Council receives grant funding from a number of different funding providers. Accounting standards require KCDC to meet the conditions stipulated in each funding contract in order to recognise revenue. The below table details the revenue recognised during the year and any unspent funding recognised as a liability:

Grant/Subsidy	Nature	2023 (\$m)
Waka Kotahi	Capital	3.2
Mahara Gallery	Capital	2.7
Waka Kotahi	Operating	2.6
IAF Water Income	Capital	1.6
Other	Operating	0.5
Other	Capital	0.3
Total value		10.9

- KCDC receives NZTA funding to subsidise costs associated with local roads. The funding assistance rate is typically 51% with higher amounts being available in certain circumstances. Financial reporting standards require NZTA subsidies to be recognised as revenue, while a portion of the associated expenditure is capitalised as part of roading assets.

EY Perspective

We have performed the following audit procedures in order to validate the revenue recognised during the year:

► Obtained new agreements and amendments or correspondence between KCDC and the Ministry for Culture & Heritage relating to the Mahara Gallery and the Department of Internal Affairs relating to the water funding.	✓
► Checked, on a sample basis, that the costs being recovered were in line with the funding agreements.	✓
► Checked, on a sample basis, that revenue is being recognised in line with obligations/undertakings being satisfied.	✓
► Examined costs claims from NZTA, on a sample basis, to check the expenditure was allowed to be claimed and the funding assistance rate applied was appropriate.	✓
► Carried out an assessment of the reasonability of NZTA income and its completeness in consideration of the level of costs incurred for the period.	✓
► Assessed the disclosures in the annual report in relation to each funding is in line with relevant accounting standards.	✓

During the year, KCDC claimed \$5.8 million (2022: \$6.0 million) in Waka Kotahi subsidies. At year end the Council recorded a receivable from Waka Kotahi of \$315K reflecting the last claim for the financial year.

Our review of revenue recognition for grant funding resulted in a view that was consistent with management's assessments regarding progress and allowable costs for the contracts. Accounting standards require that any unspent amounts be recorded as a liability until the funds are utilised for the relevant project.

Key Judgements: Timing revenue recognition

Relevant accounting standards: [PBE IPSAS 23 Revenue from Non-Exchange Transactions](#)

Level of complexity or management judgement: Low





Audit Differences

Audit Differences - Financial Statements

The following table contains a list of the audit adjustments that have been corrected by management.

30 June 2023	Amount (\$000)	Income statement (Increase) / Decrease 30 June 2023 \$000	Net Assets (Decrease) / Increase 30 June 2023 \$000
Adjustment to reflect amended land valuation report	1,420	1,420	1,420
Interest payable presented as net	640	-	-
Total	2,060	1,420	1,420

Audit Differences - Performance Reporting

During the audit of the statement of service performance, we identify and aggregate any differences in performance measures based on a materiality of 2% - 5% or if the adjustment would change the outcome of the measure from achieved to non-achieved.

There are no unadjusted audit differences pertaining to service performance reporting information.

Assessment of Control Environment

Internal Controls

As part of our audit of the financial statements and performance information, we obtained an understanding of the internal control environment in order to sufficiently plan our audit and determine the nature, timing and extent of testing performed. Although our audit was not designed to express an opinion on the effectiveness of internal control we are required to communicate to you significant deficiencies in internal control.

Throughout our audit we communicate to management observations regarding control matters and other issues arising from our procedures. Improvement points communicated to management in the current year are summarised as follows:

Risk Ratings	H	M	L	Total
Open at 30 June 2022	-	1	4	5
Closed during FY23	-	-	(2)	(2)
New points raised in FY23	-	#	#	#
Total open points as at 30 June 2023	-	1	2	3

- H

High Risk - Matters and/or issues are considered to be fundamental to the mitigation of material risk, maintenance of internal control or good corporate governance. Action should be taken either immediately or within 3 months.
- M

Medium Risk - Matters and/or issues are considered to be of major importance to maintenance of internal control, good corporate governance or best practice for processes. Action should be taken within 6 months.
- L

Low Risk - A weakness which does not seriously detract from the internal control framework. If required, action should be taken within 6-12 months.

In considering whether there has been any management override of controls, our audit has focused on the following areas:

- Procurement - Reconfirmation of our understanding of KCDC’s procurement policy and tendering processes
- Application of the Delegated Financial Authority policy
- Testing the operating effectiveness over journal entries and post-closing adjustments
- Sensitive expenditure testing
- Examining the accounting for significant transactions or valuations

Risk Ratings	Findings
Procurement	No matters in addition to internal audit observations (July 2023)
Delegated Financial Authority	No findings.
Journal entries	No findings.
Sensitive expenditure	No findings.
Significant transactions and valuation judgements	No management override of controls identified.

At the date of this report we are debriefing the results of our procedures with management and discussing the possible improvement points identified.

There are no significant or high risk findings to report to the Committee

Our FY23 findings will be detailed in our Report on Control Findings arising from the 2023 audit and presented to the November Committee meeting.

The open findings from FY22 are:

- Accuracy of response and resolution times (M)
- Purchase orders approved after receiving invoices (L)
- Overhead rate applied to projects (L)



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A. Other Required Audit Committee Communications














Auditing Standards require us to report to you certain matters that are not otherwise detailed in this report.



Matter	How matter was addressed
Material uncertainties and going concern	No conditions or events were identified, either individually or in aggregate, that indicated there could be doubt about the Council’s ability to continue as a going concern for 12 months from the date of our report.
Disagreements with management	During our audit we received full cooperation from management and had no unresolved disagreements over the application of accounting principles, the scope of our audit or disclosures to be included in the financial statements.
Compliance with laws and regulations	We have not identified any material instances of non-compliance with laws and regulations.
Expected modifications to audit report	We anticipate issuing an unqualified audit report on the financial statements and performance information for the year ended 30 June 2023 subject to the satisfactory resolution of the outstanding matters detailed in this report. A draft copy of our audit report has been included below.

Appendices

B. Outstanding Matters

The following items relating to the completion of our audit procedures are outstanding at the date of the release of this report:

Item	Actions to resolve	Responsibility
Work in progress	Supporting documentation for Council’s assessment of aged WIP	
Service Performance	Review of draft Statement of Service Performance EY review in progress	 
ISA315	Completion of our procedures on the management of access and programme code for RAMM and Infonet	 
Annual Report	Review of the draft Annual Report, including other information not subject to audit Receipt of supporting documentation for information included in the annual report	 
Representation letter	Receipt of a signed representation letter on approval of the financial statements	
Summary annual reports	Receipt of the summary annual reports and audit thereof	 
Subsequent events review	Completion of subsequent events procedures to the date of signing our audit report.	 
Signed Annual Report	Receipt of the final Annual Report approved by Council (scheduled for 26 October)	

-  EY responsibility
-  Management Responsibility

Appendices

C. Independence

We confirm that in our professional judgment the engagement team and the Firm are independent.

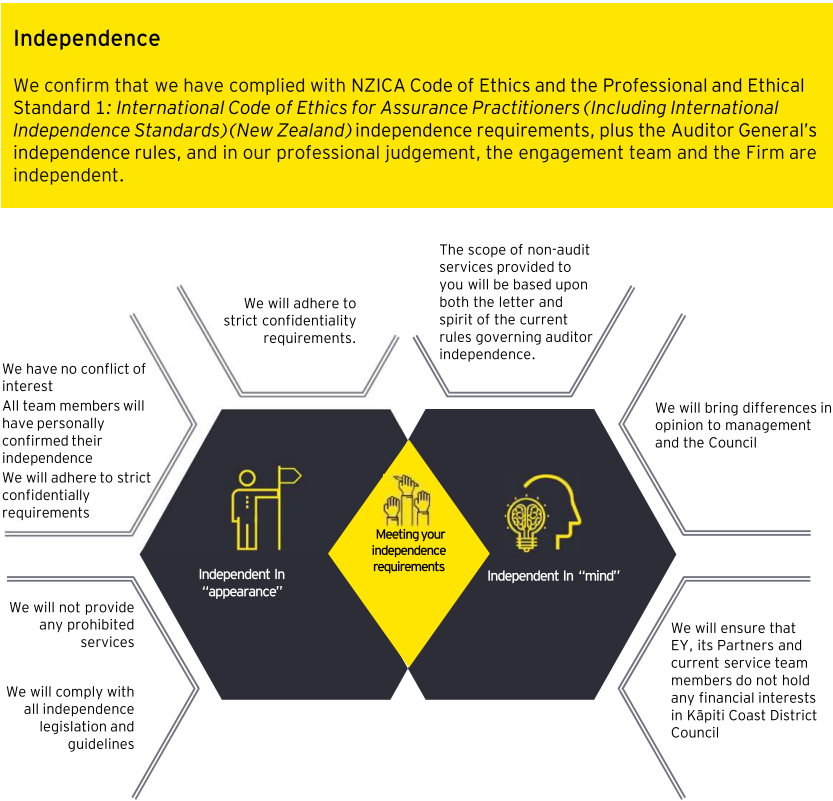
We are satisfied that all EY Offices that have provided services in the past or are currently providing services to Council have complied with the relevant independence requirements. We are satisfied that the services provided by EY during the year ended 30 June 2023 do not impact our independence.

We are not aware of any relationships between the Firm or other firms that are members of the global network of EY firms and Council that, in our professional judgment, may reasonably be thought to bear on independence.

We highlight the following services that we have performed during the year.

	Fees (000's)	Safeguards adopted
Debenture Trust Deed reporting	Fee included in the audit fee	Independence Assurance service

We consider that our independence in this context is a matter that should be reviewed by both you and ourselves. Our fee for the audit of the Annual Report is \$241k excluding GST and disbursements.



Appendices

C. Draft Audit Report

The Auditor-General is the auditor of Kāpiti Coast District Council (the District Council). The Auditor-General has appointed me, Sam Nicolle, using the staff and resources of Ernst & Young, to report on the information in the District Council's annual report that we are required to audit under the Local Government Act 2002 (the Act). We refer to this information as "the audited information" in our report.

We are also required to report on:

- whether the District Council has complied with the requirements of Schedule 10 of the Act that apply to the annual report; and
- the completeness and accuracy of the District Council's disclosures about its performance against benchmarks that are required by the Local Government (Financial Reporting and Prudence) Regulations 2014.

We refer to this information as "the disclosure requirements" in our report.

We completed our work on [...]. This is the date on which we give our report.

Opinion on the audited information

In our opinion:

- the financial statements on pages [...] to [...]:
 - present fairly, in all material respects:
 - the District Council's financial position as at 30 June 2023;
 - the results of its operations and cash flows for the year ended on that date; and
 - comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Reporting Standards;
- the funding impact statement on page [...], presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's long-term plan.

- the statement of service provision referred to as "Activities & Services" on pages [...] to [...]:
 - presents fairly, in all material respects, the District Council's levels of service for each group of activities for the year ended 30 June 2023, including:
 - the levels of service achieved compared with the intended levels of service and whether any intended changes to levels of service were achieved;
 - the reasons for any significant variation between the levels of service achieved and the intended levels of service; and
 - complies with generally accepted accounting practice in New Zealand; and
- the statement about capital expenditure for each group of activities on pages [...] to [...], presents fairly, in all material respects, actual capital expenditure as compared to the budgeted capital expenditure included in the District Council's long-term plan; and
- the funding impact statement for each group of activities on pages [...] to [...], presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's long-term plan.

Report on the disclosure requirements

We report that the District Council has:

- complied with the requirements of Schedule 10 of the Act that apply to the annual report; and
- made the disclosures about performance against benchmarks as required by the Local Government (Financial Reporting and Prudence Regulations 2014) on pages [...] to [...], which represent a complete list of required disclosures and accurately reflects the information drawn from the District Council's audited information and, where applicable, the District Council's long-term plan and annual plans.

Appendices

C. Draft Audit Report (continued)

The basis for our opinion is explained below and we draw attention to other matters. In addition, we outline the responsibilities of the Council and our responsibilities relating to the audited information, we comment on other information, and we explain our independence.

Emphasis of matter - uncertainty over the water services reform programme

Without modifying our opinion, we draw attention to Note [...] on page [...], which outlines developments in the Government's water services reform programme.

The Water Services Entities Act 2022, as amended by the Water Services Entities Amendment Act 2023 on 23 August 2023 and the Water Services Legislation Act 2023 on 31 August 2023, establishes ten publicly owned water services entities to carry out responsibilities for the delivery of three waters services and related assets and liabilities currently controlled by local authorities. Water services entities' establishment dates are staggered, with all the water services entities becoming operational between 1 July 2024 and 1 July 2026. The financial impact of the water services reform on the Council [as outlined in note [...]] remains uncertain until the relevant water services entity's establishment date is known, and the allocation schedule of assets, liabilities, and other matters to be transferred is approved.

Basis for our opinion on the audited information

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. We describe our responsibilities under those standards further in the "Responsibilities of the auditor for the audited information" section of this report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on the audited information.

Responsibilities of the Council for the audited information

The Council is responsible for meeting all legal requirements that apply to its annual report.

The Council's responsibilities arise under the Local Government Act 2002 and the Local Government (Financial Reporting and Prudence) Regulations 2014.

The Council is responsible for such internal control as it determines is necessary to enable it to prepare the information we audit that is free from material misstatement, whether due to fraud or error.

In preparing the information we audit the Council is responsible for assessing its ability to continue as a going concern. The Council is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to amalgamate or cease all of the functions of the District Council or there is no realistic alternative but to do so.

Responsibilities of the auditor for the audited information

Our objectives are to obtain reasonable assurance about whether the audited information, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an audit report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of this audited information.

For the budget information reported in the audited information, our procedures were limited to checking that the budget information agreed to the District Council's annual plan or long-term plan.

We did not evaluate the security and controls over the electronic publication of the audited information.

Appendices

C. Draft Audit Report (continued)

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the audited information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District Council's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council.
- We determine the appropriateness of the reported intended levels of service in the statement of service provision referred to as "Activities & Services", as a reasonable basis for assessing the levels of service achieved and reported by the District Council.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Council and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast a significant doubt on the District Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our audit report to the related disclosures in the audited information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our audit report. However, future events or conditions may cause the District Council to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the audited information, including the disclosures, and whether the audited information represents, where applicable, the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Other Information

The Council is responsible for the other information included in the annual report. The other information comprises the information included on pages [...] to [...], but does not include the audited information and the disclosure requirements, and our auditor's report thereon.

Our opinion on the audited information and our report on the disclosure requirements do not cover the other information, and we do not express any form of audit opinion or assurance conclusion thereon.

Our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the audited information and the disclosure requirements, or our knowledge obtained during our work, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the District Council in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

In addition to our audit and our report on the disclosure requirements, we have carried out an assurance engagement in relation to the District Council's debenture trust deed, which is compatible with independent requirements. Other than these engagements we have no relationship with or interests in the District Council.

Sam Nicolle
Ernst & Young
Chartered Accountants
On behalf of the Auditor-General
Wellington, New Zealand

Appendices

C. Draft Councillors' Representation Letter

XX October 2023

Sam Nicolle
Ernst & Young
PO Box 490
Wellington 6140

REPRESENTATION LETTER FOR THE YEAR ENDED 30 JUNE 2023

This representation letter is provided in connection with your audit, carried out on behalf of the Auditor-General, of the financial statements and statement of performance of Kāpiti Coast District Council for the year ended 30 June 2023 for the purpose of expressing an independent opinion about whether:

The financial statements:

- present fairly, in all material respects:
 - the financial position as at 30 June 2023; and
 - the financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards issued by the New Zealand Accounting Standards Board.

The statement of performance:

- presents fairly, in all material respects, the performance for the year ended 30 June 2023, including:
 - the performance achievements as compared with forecasts included in the 2021 to 2041 long-term plan; and
 - the actual revenue and expenses as compared with the forecasts included in the long-term plan for the financial year.
- complies with generally accepted accounting practice in New Zealand.

We understand that your audit was carried out in accordance with the Auditing Standards issued by the Auditor-General, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board.

General representations

To the best of our knowledge and belief:

- the resources and activities under our control have been operating effectively and efficiently;
- we have complied with our statutory obligations including laws, regulations and contractual requirements;
- we have carried out our decisions and actions with due regard to minimising waste;

- we have met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector (that is, we have carried out our decisions and actions with due regard to probity); and
- any decisions or actions have been taken with due regard to financial prudence.

We also acknowledge that we have responsibility for designing, implementing, and maintaining internal control (to the extent that is reasonably practical given the size of Kāpiti Coast District Council) to prevent and detect fraud or error, and which enables the preparation of the financial statements and the statement of performance that are free from material misstatement whether due to fraud or error.

Representations on the financial statements and the statement of performance

We confirm that all transactions have been recorded in the accounting records and are reflected in the financial statements and statement of performance, and that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

- we have fulfilled our responsibilities for preparing and presenting the financial statements and the statement of performance as required by the Local Government Act 2002 and, in particular, that:
 - The financial statements:
 - present fairly, in all material respects:
 - the financial position as at 30 June 2023; and
 - the financial performance and cash flows for the year then ended; and
 - comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards issued by the New Zealand Accounting Standards Board.

The statement of performance:

- presents fairly, in all material respects, the performance for the year ended 30 June 2023, including:
 - the performance achievements as compared with forecasts included in the 2021 to 2041 long-term plan; and
 - the actual revenue and expenses as compared with the forecasts included in the long-term plan for the financial year.
- complies with generally accepted accounting practice in New Zealand.

- we believe the methods, significant assumptions, and data used in making and supporting the accounting estimates and the related disclosures in the financial statements and performance information are appropriate to achieve recognition, measurement, or disclosure that is in accordance with the applicable financial reporting framework;
- we have appropriately accounted for and disclosed the related party relationships and transactions in the financial statements;
- we have adjusted or disclosed all events subsequent to the date of the financial statements and the statement of performance that require adjustment or disclosure;



EXECUTIVE SUMMARY

AREAS OF AUDIT FOCUS

AUDIT DIFFERENCES

CONTROL ENVIRONMENT

APPENDICES

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Appendices

C. Draft Councillors' Representation Letter (continued)

- we have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements. Where applicable, such litigation and claims have been accounted for and disclosed in accordance with Public Benefit Entity Standards issued by the New Zealand Accounting Standards Board.

Representations about the provision of information

We confirm that, to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

- we have provided you with:
 - all information, such as records and documentation, and other matters that are relevant to preparing and presenting the financial statements and the statement of performance; and
 - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence;
- we have disclosed to you the results of our assessment of the risk that the financial statements and statement of performance may be materially misstated as a result of fraud;
- we have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements and the statement of performance.
- we have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements and statement of performance communicated by employees, former employees, analysts, regulators, or others;
- we have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements and the statement of performance, including possible non-compliance with laws for setting rates;
- we have disclosed the identity of the related parties, all of their relationships, and all of their transactions of which we are aware; and
- we have provided you with all the other documents ("other information") which will accompany the financial statements and the statement of performance which are consistent with one another, and the other information does not contain any material misstatements.

Use of the work of a Specialist

We agree with the findings of the experts engaged to value infrastructure assets for the period. We have adequately considered the qualifications of these experts in determining the amounts and disclosures included in the financial statements and the underlying accounting records. We did not give or cause any instructions to be given to the experts with respect to the values or amounts derived in an attempt to bias their work, and we are not aware of any matters that we have had an effect on the Independence or objectivity of the experts.

Accounting estimates

For the valuations referred to in the previous section we believe the measurement processes, including related assumptions, used to determine the accounting estimates in the context of the applicable financial reporting framework, and the consistency in application of the processes to be appropriate. The disclosures related to accounting estimates are complete and appropriate under the applicable financial reporting framework.

Publication of the financial statements and statement of performance and related audit report on a website

- The Council accepts that it is responsible for the electronic presentation of the audited financial statements and statement of performance.
- The electronic version of the audited financial statements and statement of performance and the related audit report presented on the website are the same as the final signed version of the audited financial statements and statement of performance and audit report.
- We have clearly differentiated between audited and unaudited information on the website and understand the risk of potential misrepresentation without appropriate controls.
- We have assessed the security controls over audited financial and performance information and the related audit report, and are satisfied that procedures are adequate to ensure the integrity of the information provided.
- Where the audit report on the full financial statements and statement of performance is provided on a website, the financial statements and statement of performance are also provided in full.

Going concern

We confirm that, to the best of our knowledge and belief, that Kāpiti Coast District Council has adequate resources to continue operations at its current level for the foreseeable future. For this reason, the Council continues to adopt the going concern assumption in preparing the financial statements and the statement of performance for the year ended 30 June 2023. We have reached this conclusion after making enquiries and having regard to circumstances that we consider likely to affect Kāpiti Coast District Council during the period of one year from the date of signing the financial statements and the statement of performance, and to circumstances that we know will occur after that date which could affect the validity of the going concern assumption.

We consider that the financial statements and the statement of performance adequately disclose the circumstances, and any uncertainties, surrounding the adoption of the going concern assumption by Kāpiti Coast District Council.

Throughout the year, Kāpiti Coast District Council has complied with the requirements of its banking arrangements, debenture trust deeds, or negative pledge agreements, including those relating to its net tangible assets ratios.



Appendices

C. Draft Councillors' Representation Letter (continued)

The representations in this letter are made at your request, and to supplement information obtained by you from the records of Kāpiti Coast District Council and to confirm information given to you orally.

Yours faithfully

Mayor

Chief Executive

EY | Building a better working world

EY exists to build a better working world, helping to create long-term value for clients, people and society and build trust in the capital markets.

Enabled by data and technology, diverse EY teams in over 150 countries provide trust through assurance and help clients grow, transform and operate.

Working across assurance, consulting, law, strategy, tax and transactions, EY teams ask better questions to find new answers for the complex issues facing our world today.

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ED None

This report is intended solely for the information and use of the Audit and Risk Committee, other members of the Board of Directors and senior management of KCDC, and should not be used for any other purpose nor given to any other party without our prior written consent. We disclaim all responsibility to any other party for any loss or liability that the other party may suffer or incur arising from or relating to or in any way connected with the contents of this report, the provision of this report to the other party or the reliance upon this report by the other party.

ey.com



8.2 ANNUAL REPORT 2022/23

Kaituhi | Author: **Sheryl Gavin, Acting Group Manager Corporate Services**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

TE PŪTAKE | PURPOSE

- 1 This report seeks the Risk and Assurance Committee's consideration of the draft Annual Report 2022/23 and draft Summary Annual Report 2022/23.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 This report does not require an executive summary.

TE TUKU HAE PAPA | DELEGATION

- 3 The Risk and Assurance Committee has delegated authority to consider this report under the Governance Structure, Section C.1.

TAUNAKITANGA | RECOMMENDATIONS

It is recommended that the Risk and Assurance Committee:

- A. **Notes and receives** this report, including Appendix 1 and 2 to this report.
- B. **Recommends** the draft Annual Report 2022/23 and the Summary Annual Report 2022/23 be provided for consideration and adoption by the Council on 26 September 2023.
- C. **Delegates** authority to the Chief Executive and Chair of the Risk and Assurance Committee to make minor editorial changes to the draft Annual Report 2022/23 and its summary prior to being submitted to the Council for adoption.

TŪĀPAPA | BACKGROUND

- 4 This report outlines the Council's financial and non-financial performance for the 2022/23 year against year two of the Long-term Plan 2021-41 (LTP).
- 5 The Council is required under the Local Government Act 2002 (the Act) to produce an audited Annual Report and Summary Annual Report. The draft Annual Report 2022/23 is in Appendix 1 and the Summary Annual Report 2022/23 is in Appendix 2 to this report.
- 6 The Council's auditors, Ernst & Young (EY), have completed their audit of the financial statements and service performance information.

HE KŌRERORERO | DISCUSSION

7 FINANCIAL OVERVIEW

- The Council achieved an operating surplus of \$8.5 million mainly due to external funding for the capital works programme. This does not represent a cash surplus.
- The Council's net value on 30 June 2023 is \$1.9 billion, with the Council assets valued at \$2.2 billion.
- Capital spend for the 2022/23 financial year was \$61.5 million. This represents 73% of the total capital budget forecast in the 2022/23 Annual Plan.
- Revenue for the year was \$116.8 million.
- Operating expenditure for the year was \$108.3 million.

- Net debt on 30 June 2023 was \$199.8 million, 192.4 percent of operating income (compared with our financial strategy limit of 280 percent).
- The Council retained its S&P Global AA credit rating, however the outlook for the coming year has been adjusted from stable to negative to acknowledge changes to our operating environment. The shift to a negative outlook has no financial consequences on our borrowing costs.
- The Disclosure Statement for the year ending 30 June 2023 presents the Council's financial performance in relation to eight prudence benchmarks set by the Department of Internal Affairs to enable assessment of whether the Council is prudently managing its revenue, expenses, assets, liabilities, and general financial dealings. The Council met six of the benchmarks.

8 SERVICE PERFORMANCE OVERVIEW

- The Council achieved 75 percent (63 out of 84) of its LTP level of service performance targets for the year. This is a 8 percent increase on the achievement in 2021/22.
- Resident Opinion Survey results from 800 respondents, a statistically representative sample size, show a decrease in satisfaction from 70 percent in 2021/22 to 64 percent. Three key drivers were identified to have had a negative impact on overall satisfaction in 2022/23, and that an improvement in these aspects will result in an increase in residents' overall satisfaction. These three aspects in order of impact were the perception that the Council is making good decisions, residents' confidence that the district is heading in the right direction, and residents value for money satisfaction.

He take | Issues

Ngā kōwhiringa | Options

- 9 There are no options arising from this report.

Tangata whenua

- 10 The tangata whenua vision has been included in the draft Annual Report 2022/23.
- 11 Performance measure results indicate further work is needed in relation to iwi partnership agreements and satisfaction with their partnership with Council.

Panonitanga āhuarangi | Climate change

- 12 There are no climate change implications for the Committee to consider.

Ahumoni me ngā rawa | Financial and resourcing

- 13 There are no financial or funding implications for the Committee to consider.

Ture me ngā Tūraru | Legal and risk

Legal compliance

- 14 The draft Annual Report 2022/23 has been prepared to meet the requirements of the Local Government Act 2002 (LGA).
- 15 The final Annual Report 2022/23 will contain the auditor's opinion on whether it meets the requirements of the LGA. The Summary Annual Report 2022/23 is also audited to ensure that it represents, fairly and consistently, information about major matters in the full Annual Report.
- 16 EY has signalled that both the draft and Summary Annual Reports for the year ended 30 June 2023 will include unqualified (clean) audit opinions.

Ngā pānga ki ngā kaupapa here | Policy impact

- 17 There are no policy implications arising from this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

- 18 The report has a low level of significance in the Significance and Engagement Policy.

Whakatairanga | Publicity

- 19 The Annual Report 2022/23 and Summary Annual Report 2022/23 will be made available to the public within one month of the Council adoption.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Draft Annual Report 2022/23 [↓](#)
2. Draft Summary Annual Report 2022/23 [↓](#)





Kāpiti Coast District Council Annual Report 2022/23

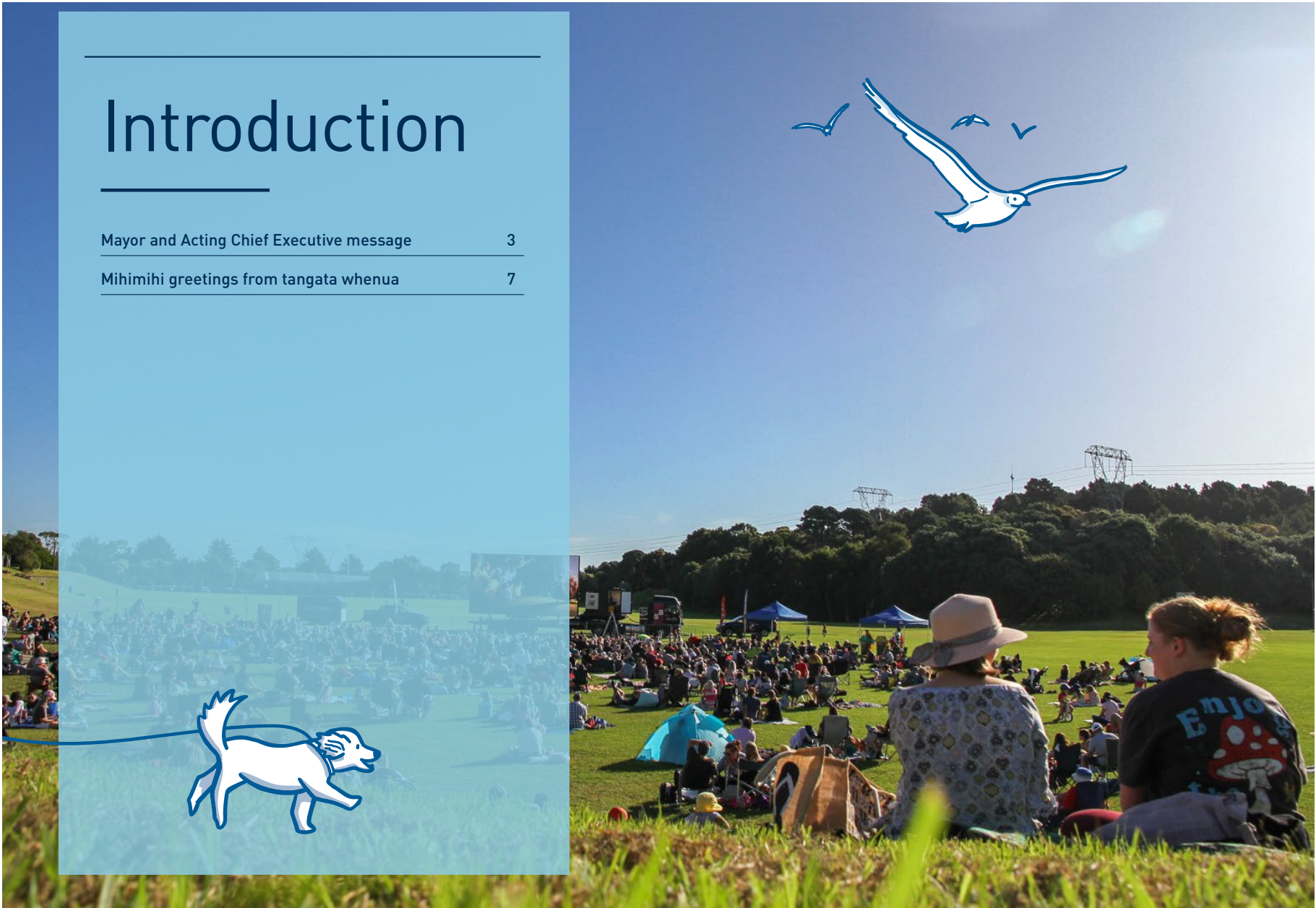
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Mayor and Chief Executive message



Mayor of the Kāpiti Coast District, Janet Holborow (left) and Chief Executive of the Kāpiti Coast District Council, Darren Edwards (right).

**Paiahahā! Tēnā rawa atu koutou,
e hāpori o Kāpiti. Nau mai! Nau mai!
Arohia ki tō tatou rautaki ā tau 2022/23.
Welcome to the Kāpiti Coast District
Council's Annual Report for 2022/23.**

This is the second Annual Report against the Kāpiti Coast District Council's Long-term Plan for 2021–2041.

It's a snapshot of how we performed against the goals we set in the plan, including how well we managed our finances, and delivered our core services and other initiatives to enhance and futureproof the District.

A lot has changed since we adopted the Long-term Plan 2021–41 amid pandemic lockdowns and European conflict. Sharp inflation and interest rate increases drove up the cost of the materials and skills we need to deliver our work programmes. Like households and businesses, we've had to re-prioritise, slowing down some work in favour of a sharper focus on other areas, such as building the resilience of the District's core infrastructure and services.

We're optimistic of a more settled economy and improved affordability in a few years. When that day comes, we'll be ramping up our plans to invest in the future – one that aligns with what our community wants and needs. Right now we are asking our residents what they think through Vision Kāpiti, which is exploring the community's aspirations for how future generations might live, work, and play in Kāpiti. The outcomes from this will help guide Council decision-making for many years to come, so thank you in advance for talking to us.



On the financial front, we had our AA credit rating reaffirmed by S&P Global. This means we have a very strong capacity to meet our financial obligations. It's fantastic news, especially given some of the challenges we've faced over the past few years. While the rating was adjusted from stable to negative in recognition of the rising costs of essential materials and skills, the AA rating means we're able to secure better interest rates for debt than would have been otherwise commercially possible.

We achieved 75 percent of our non-financial performance measures this year – an improvement from the 68 percent recorded in 2021/22 – but we didn't do quite so well on the residents' opinion survey, with overall satisfaction down from 70 percent to 64 percent.

In the survey, 800 residents told us we can do better in a few specific areas, such as traffic flow, and road and footpath conditions. Other areas for improvement are perceptions of how well Council is making decisions, guiding the District, and demonstrating value for money. We're taking this feedback on board. This is where the insights from Vision Kāpiti will be so important for both lifting resident satisfaction, and for our short-term and long-term planning.

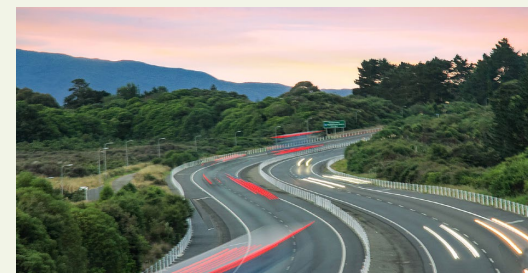
Now let's talk about some of the big wins from the past year

In roading, the Mckays to Peka Peka portion of the Old SH1 is now almost complete. This separates local and expressway traffic, helping to make travelling through the District safer and shorter. The transport hub at Paraparaumu, which aims to improve people's experience of public transport and connections to our retail area, is also receiving its finishing touches.



Lorna Irene playground.

It's been a big year for stormwater renewals and upgrades, with completed works in Paraparaumu, Waikanae and Ōtaki and progress on the multi-stage Amohia catchment upgrade in Paraparaumu. In Ōtaki the site of the new water reservoir has been confirmed so we can start construction later this year. The reservoir is a huge asset for the community as it will improve firefighting capability and provide secure water supply for existing and future homes in Ōtaki.



Kāpiti expressway.

Highlights in our community spaces include completing the new Toi Mahara Gallery, introduction of an Open Space Strategy and implementation plan to deliver on the aspirations of our communities as our District grows, and planting of more than 20,000 plants, shrubs, and trees. The Lorna Irene Drive Reserve playground in Raumati South was upgraded to cater for all abilities, with a bonus win of the Playground of the Year award at the Recreation Aotearoa NZ Parks Awards.

We've achieved a lot despite a challenging year and we're looking forward to the economy picking up so we can get back to some of the projects and initiatives that had to be put on hold or slowed down. In the meantime, our priorities will be to safeguard our essential infrastructure and strengthen community wellbeing with the knowledge and support of the people of Kāpiti.

Toitū te whenua, toitū te wai, toitū te tāngata – toitū Kāpiti.



Janet Holborow
Mayor



Darren Edwards
Chief Executive



Kāpiti road planting.



Exterior of the new Toi Mahara Gallery.



We've had a big year

13,459 service requests received

28,140 front counter customers welcomed

Over 42,000 customer calls answered

1,110 voicemails responded to

17,511 e-mail, antenna, and website submissions received

48.8 kilometres of open waterways cleaned

11.6 kilometres of local roads re-sealed

5 kilometres of new footpaths constructed

6,000,000 m3 litres of treated potable water delivered to households

18 new or upgraded street lights across the District

12,000,000 m3 of wastewater treated at Paraparaumu and Otaki treatment plants

Registered 8,324 dogs

284,000 visits to our libraries

12,000 visitors to the Kāpiti Coast Art Trail

Hosted 3000 people Movies in the Park

20,000 plants, shrubs and trees planted

6,231 hours weed eating and 8,625 hours on mowers and tractors last year

312,000 visitors to our aquatics centres.

More about what we delivered can be found in Section 3 of this report.

Mihimihi greetings from tangata whenua

**Ka rere tāwhangawhanga te au o te kupu
ki te Toi o Ngā Rangi, ki ngā pou tiriao o te
ao wairua ōtira o te waahi ngaro e poipoia
ana ngā tāonga kāmehameha no tua
whakarere nei ra te mihi matakuiui nā
te mana, nā te tapu o te whenua e hōrapa
ana te mihi tēna koutou katoa!**

The tangata whenua of the District are Te Ātiawa ki Whakarongotai, Ngāti Raukawa represented through Ngā Hapū o Ōtaki and Ngāti Toa Rangitira, including whānau and hapū. In the 1820s–1830s they were firmly established in the District and were signatories to the Treaty of Waitangi at various locations on the Kāpiti coast. We recognise and affirm their whakapapa and their responsibilities to our past, present and future peoples by protecting and improving the wellbeing of our land and waters, so we can create an environment that is able to sustain, support and nourish its communities.

**Me huri whakamuri, ka titiro
whakamua - drawing from our
past to inform our future.**

**The Council and tangata whenua have
an enduring partnership that lies
at the heart of our activities for the
community and wider relationships that
surround us. We're working hard to
ensure we understand tangata whenua
aspirations for our District and its people
and bring them to life in our daily work.
In this past year, the development of
the 2021-41 Longterm Plan provided
an opportunity to better reflect these
aspirations in our overarching plan for
the District.**

This year we saw the resignation of Rupene Waaka, the Chair of Te Whakaminenga o Kāpiti since 2013 and one of the signatories on behalf of Ngāti Raukawa ki te Tonga at the first signing of the partnership between Mana Whenua and Council in 1994. We acknowledge his leadership and contribution to the partnership, and service to his iwi, hapū and community.

The tangata whenua of the District are Te Ātiawa ki Whakarongotai, Ngāti Raukawa and Ngāti Toa Rangitira, including whānau and hapū. In the 1820–1830s they were firmly established in the District and were signatories to the Treaty of Waitangi at the following locations: on board the ship *The Ariel* at Port Nicholson in Wellington (29 April 1840), Queen Charlotte Sound (4 May 1840), Rangitoto (d'Urville Island) (11 May 1840), Kāpiti Island (14 May 1840), Waikanae (16 May 1840), Ōtaki (19 May 1840), Manawatū (26 May 1840), Motungarara Island (4 June 1840), Guards Bay and Cloudy Bay (Te Koko-a-Kupe) in Te Tau Ihu (17 June 1840), Mana Island (19 June 1840) and again on Kāpiti Island (19 June 1840). Although the history books cite us as being allies, we were more than that, we were strongly linked. Therefore, from this time until the

present, tangata whenua have practised and continue to practise kaitiaki/kaitiakitanga.

As tangata whenua, our relationship with the environment spans centuries. Knowledge and cultural practice that have been passed down through generations allow us to take learnings from the past and apply them to current issues. It's through the unique and valuable knowledge we have as kaitiaki that we are often able to provide solutions that work not only within our own cultural environmental frameworks, but also for the betterment of the wider community.

The ability to apply our own lens to the issues our rohe is facing, and have our expertise valued and considered as equally important to that of western science, is extremely important to us as tangata whenua. It is a vision we have been working towards since 1994, when a commitment to build a partnership between each of the three iwi, Ngāti Toa Rangatira, Te Atiawa ki Whakarongotai and Ngāti Raukawa ki te Tonga, and the Council was formally acknowledged by the signing of the Memorandum of Partnership and the establishment of Te Whakaminenga o Kāpiti, a forum that was created for decision making and collaborative engagement on mutually agreed priorities. As tangata whenua and

as kaitiaki, we understand that we must honour our responsibilities to our past, present and future peoples by protecting and improving the wellbeing of our land and waters, so we can create an environment that is able to sustain, support and nourish its communities.

Toitū te whenua, toitū te wai, toitū te tangata, Toitū Kāpiti

Kaitiaki/Kaitiakitanga

Māori have a relationship that is inextricably intertwined with the environment, spanning centuries of observation and experience from which a unique body of knowledge and cultural practice has developed. This experience is valuable, alongside Western scientific knowledge and experience, to the development of tools and processes for ensuring that the mauri (life force) of the environment is maintained and improved.

For Māori, the exercise of tikanga over natural resources is clearly bound to kaitiakitanga. Kaitiakitanga means guardianship, protection, preservation or sheltering.

Kaitiakitanga is the managing of the environment, based on the traditional Māori world view. Kaitiaki/Kaitiakitanga is linked to tino rangatiratanga as it may only be practised by those whānau, hapū or iwi who possess mana whenua in their area. Tangata whenua consistently indicate the following reasons for seeking recognition of cultural values and practices in relation to the management of the environment:

- The belief that their cultural practices have a very strong environmental basis and could enhance the management process.
- An obligation, as kaitiaki, to protect the natural world.
- The belief that spirituality is integral to the connection between Māori culture and tradition with the environment¹.

¹ERMA New Zealand Policy Series. Incorporating Māori perspectives in Part V Decision Making; November 2004.

Tangata whenua base their vision on four principles.

Principle one:

Whakawhanaungatanga/Manaakitanga – the marae is our principal home, which ties us to our whenua and is the physical embodiment of our ancestors. The wellbeing and health of the iwi and their marae can often determine the emotional, spiritual and physical wellbeing of the people who belong to the iwi. Marae are important sites for the practical expression of kaupapa Māori. It is the place where distinguished manuhiri (visitors) are to be extended a welcome and hospitality, and where families meet for significant events. For Māori, the marae is 'Te tūrangawaewae o te iwi – the standing place of the people'. The marae is held in high esteem by many and considered to be a place of special significance. Land, language and kinship along with marae, provide a sense of cultural identity and the continuity of a Māori identity throughout political, cultural, social and economic change. In addition, they are store houses of taonga (treasures).

Principle two:

Te Reo – it is the language of the tangata whenua through which tikanga is conveyed; kawa and wairua are expressed. Te Reo Māori is an official language of New Zealand. It is fundamental that the language, as a deeply treasured taonga left by our Māori ancestors, is nurtured throughout all levels of the community and that the language continues to prosper and future generations are encouraged to use it.

Principle three:

Kotahitanga – through unity, tangata whenua and communities have strength. Working together we can ensure that our District's heritage, cultural development, health, education and economy flourish.

Principle four:

Tino Rangatiratanga – to exercise self-determination and self-governance with regard to all tribal matters.

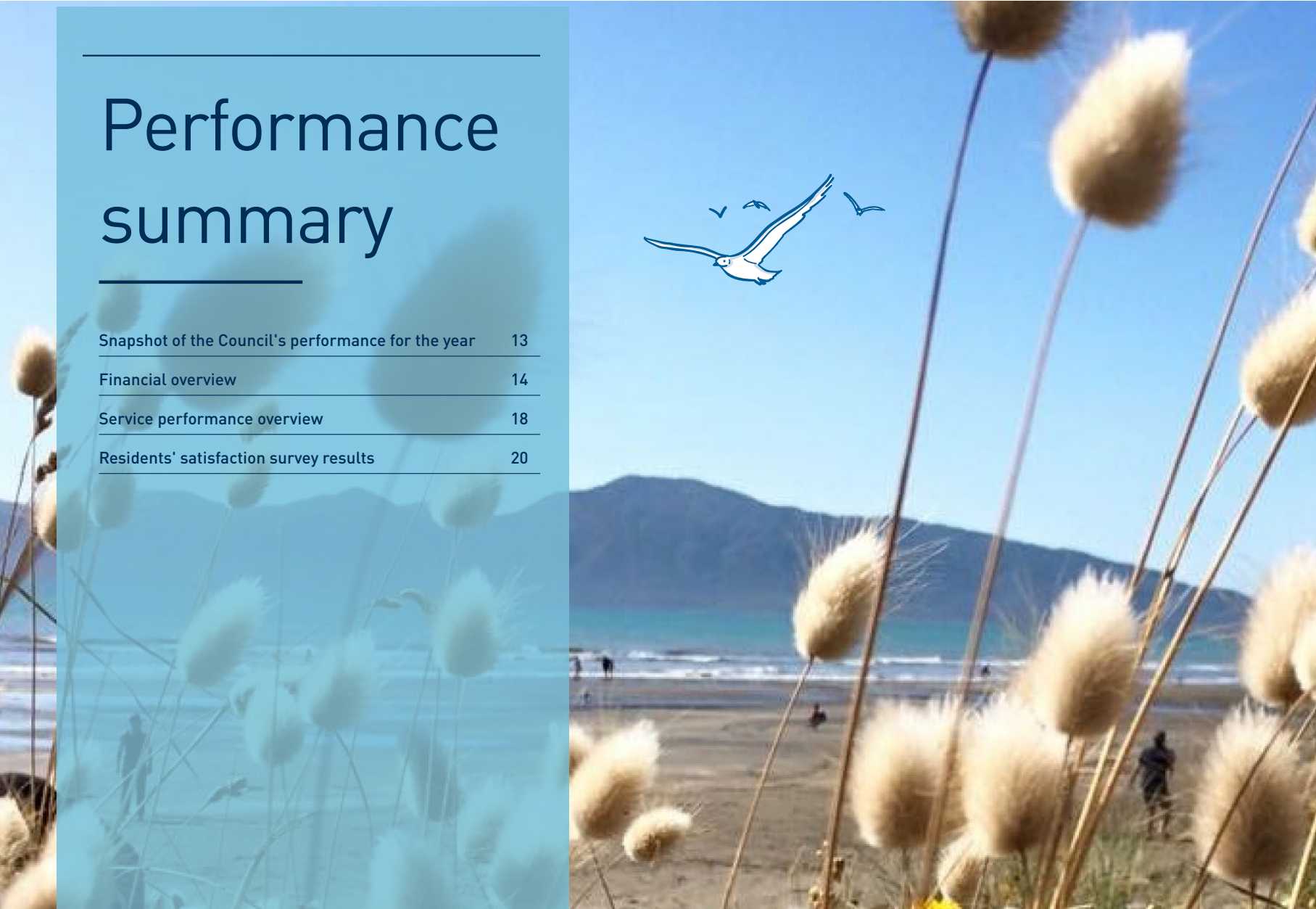
The vision includes:

- that the tangata whenua role of kaitiaki/kaitiakitanga within the District is strong and effective and encompasses both the environmental and general wellbeing of the community
- that people feel comfortable in the use of Te Reo Māori and English – supporting the notion of a bilingual community
- that all waterways are healthy and able to be used as traditional food resources taking into account tangata whenua environmental indicators
- that the tangata whenua represent and engage effectively, where appropriate, with agencies and communities
- that whānau and hapū have the capacity to engage effectively where appropriate with agencies and communities


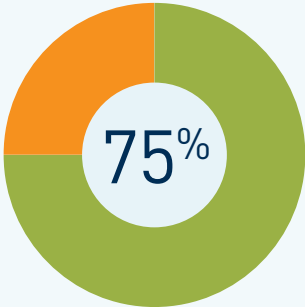
- that Māori representation in local government is improved
- that tangata whenua creative talents are fostered and encouraged
- that the District builds a world-class economic development plan to attract international investment
- that tangata whenua are fostered to build Māori interest in food, culture, lifestyle and tourism sectors
- that the community has good access to health services
- that young people of Kāpiti are supported to reach their full potential
- that people know about the Māori names for the original landscape, heritage and waahi tapu and that Māori names for streets and future settlements are adopted
- that tangata whenua play a strong/central role in District planning, particularly around the capacity of resources, water use, and the quality and nature of settlements
- that there is a strong and effective partnership between tangata whenua, the Kāpiti Coast District Council and Greater Wellington Regional Council
- that tangata whenua are involved in citizenship processes with new immigrants
- that the Council assists tangata whenua in the development of iwi plans
- that tangata whenua tangible and spiritual connection to/association with the land, waahi tapu and natural and physical resources is represented, understood and respected
- that in accordance with Māori tikanga and lore, māta waka are embraced and protected by the mana and rangatiratanga of the tangata whenua
- that within the Memorandum between Te Āti Awa, Ngāti Raukawa, Ngāti Toa Rangatira and Council, provisions are made for any mandated māta waka to participate further, should they choose to
- that the District appreciates tikanga Māori.







Snapshot of the Council's performance for the year

Financial performance/ position	Capital projects	Service performance	Residents' satisfaction
<div><div>\$8.5m</div><div>Surplus mainly due to higher than budgeted development contributions, unbudgeted Infrastructure Accelerated Fund and the gain on assets disposal</div></div> <div><div>70%</div><div>Total income is derived from rates.</div></div> <div><div>7.5%</div><div>Average rates increase 2022/23.</div></div> <div><div>\$103.6m</div><div>Actual rates revenue for the year.</div></div> <div><div>\$1.9b</div><div>The Council's net value as at 30 June 2023.</div></div> <div><div>\$199.8m</div><div>Net debt at 30 June 2023.</div></div> <div><div>AA/A-1+</div><div>credit rating from S&P Global.</div></div>	<div></div> <div><div>\$61.5m</div><div>Actual spend for the year. Despite supply and resource shortages we achieved our highest capital spend.</div></div> <div><div>73%</div><div>Capital expenditure budget spent.</div></div> <div><div>\$22.2m</div><div>Carried over to 2023/24 and outyears.</div></div>	<div><div>Achieved 75% Not achieved 25%</div></div> <div><div>63 Achieved</div><div>21 Not achieved</div><div>Out of 84 performance measures.</div></div>	<div><div>22-23 64% A DECREASE FROM 21-22 70%</div></div> <div><div>Compared to the previous year:</div><div><ul style="list-style-type: none">• overall adjusted satisfaction ↓ 6 %• satisfaction with value for money ↓ 5%</div><div><div>The three drivers of change in satisfaction relate to the Council:</div><div><ul style="list-style-type: none">• Making good decisions• Guiding the District in the right direction• Value for money.</div></div></div>

Financial overview

Revenue for the year was

\$116.8 million

Total revenue was \$49.4 million below budget mainly due to budgeted vested assets relating to old State Highway 1 that will not be recognised until 2023/24.

Total expenses for the year were

\$108.3 million

Operating expenses were \$700,000 higher than budget mainly due to higher than budgeted interest expense.

Operating surplus for the year was

\$8.5 million

Similar to revenue, the operating surplus of \$50.1 million below budget is due to old State Highway 1 assets not being vested to Council in 2022/23 as planned.

This is mainly due to higher than budgeted development contributions income, unbudgeted Infrastructure Accelerated Fund income, and a gain on assets disposal.



Unrealised gain on derivatives

\$2.9 million

Represents the difference between the current market value of the derivatives, compared to their original cost of value when acquired.

Unrealised gain from revaluation of property, plant and equipment

\$221.1 million

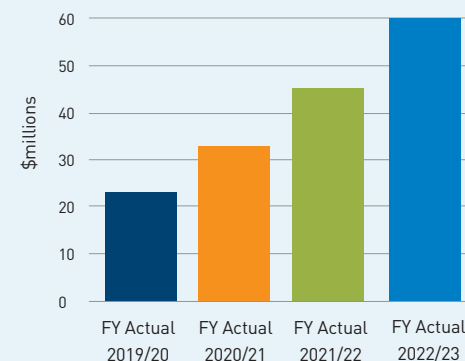
All assets were revalued this year and the assets' values have increased for land and buildings (\$124.8 million), roading and bridges including land under roads (\$67 million) and three waters (\$29.3 million) to reflect fair value, being current replacement costs less depreciation to account for the age of the assets.

Capex spend this year was

\$61.5 million

Delivering capital projects has proved challenging due to materials and labour shortages combined with changing circumstances and community preferences. A few projects were not completed as planned. \$22.2 million has been carried over to 2023/24 and out years.

Capex spend



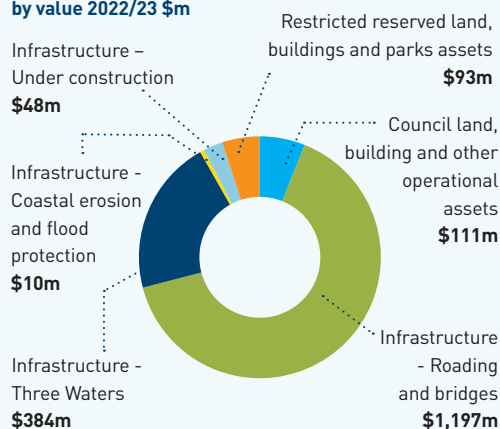
Financial position

Council assets at 30 June 2023

\$2.2 billion

95 percent of the Council's assets is property, plant and equipment (PPE). The PPE value is 189.8 million higher than the budget due to the significant increase resulted from revaluation.

Total property, plant and equipment by value 2022/23 \$m



Council liabilities at 30 June 2023

\$309.7 million

Gross borrowing of \$275 million made up 89 percent of total liabilities. The remainder is mainly trade creditors (8 percent of council liabilities).

Public equity at 30 June 2023

\$1.9 billion

Ratepayers' equity being the difference between total assets and liabilities, stood at \$1.9 billion, \$0.2 billion more than budget due to higher than budgeted revaluation increases of PPE.

Cash and debt management

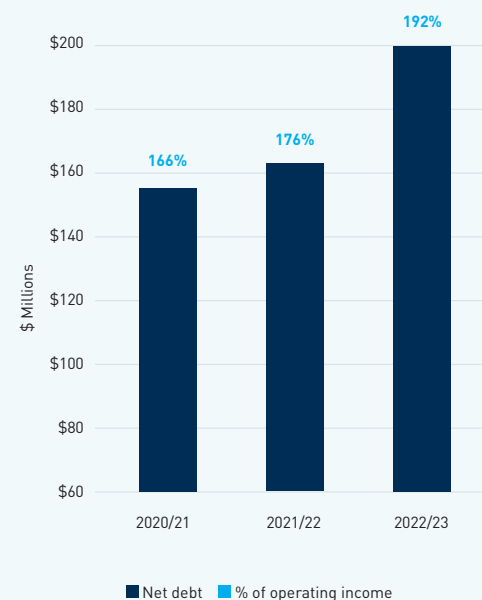
Net debt was

\$199.8 million

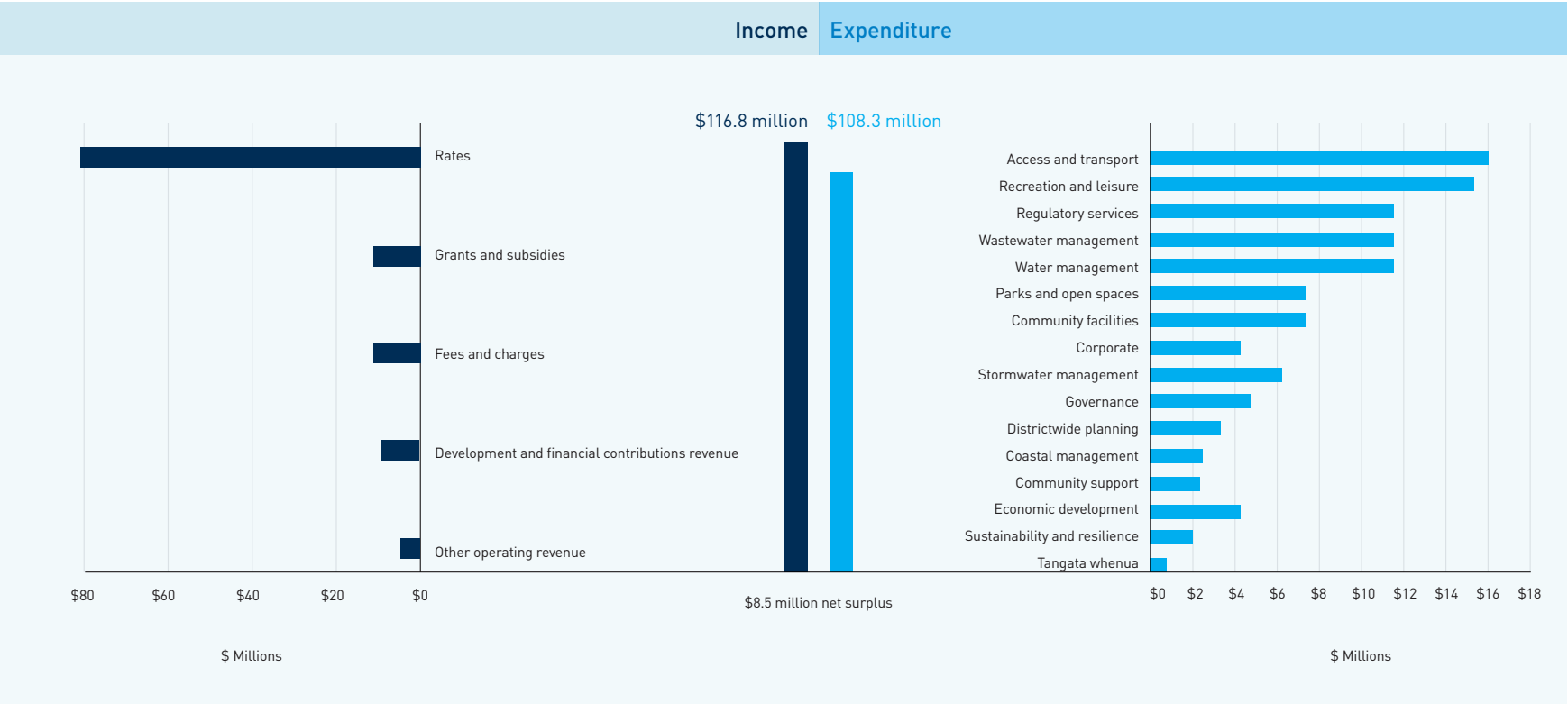
192.4 percent of operating income

Net debt (total borrowings less term deposits, borrower notes and cash) is well below the upper limit of 280 percent and preferred limit of 250 percent set out in the LTP.

Net debt



Financial performance (\$ millions)

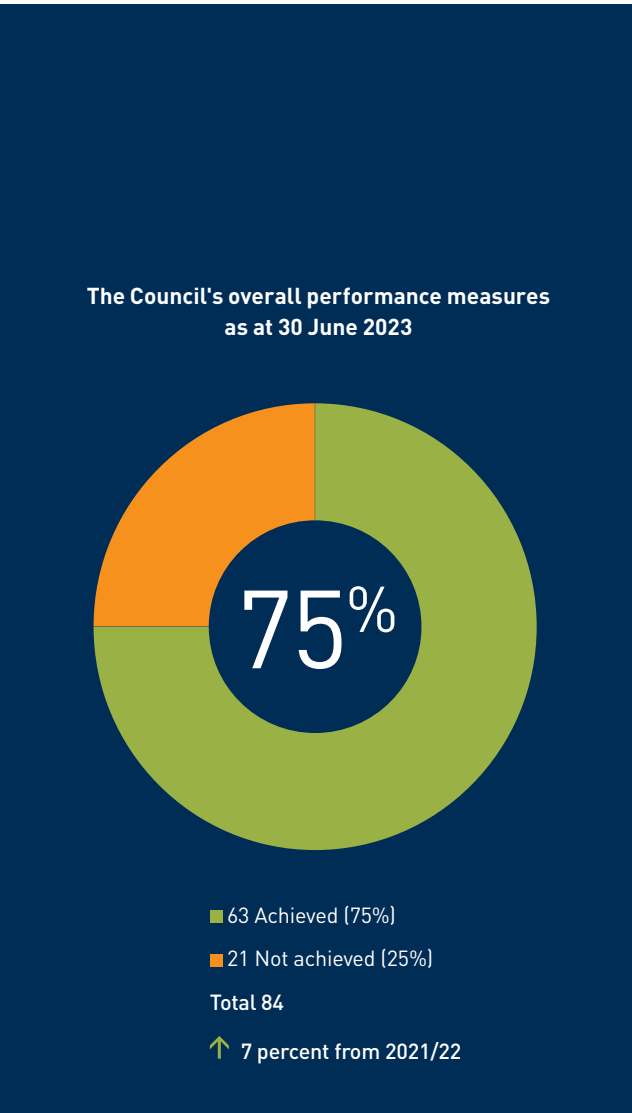


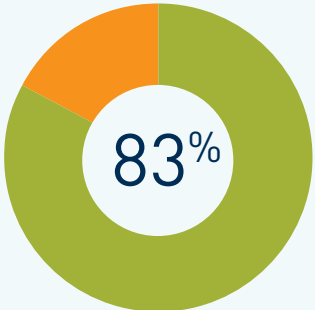
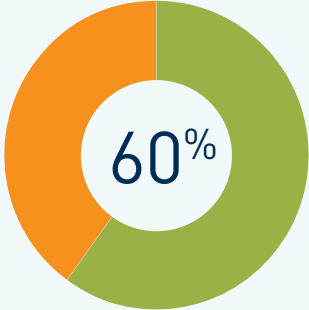
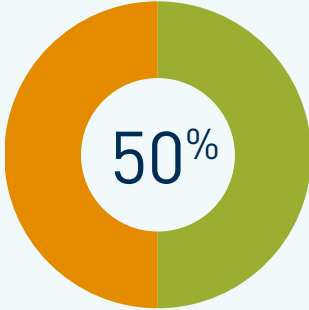

Service performance overview

Council achieved 75 percent of the 84 performance targets that support the delivery of levels of service.

This result is higher than the previous year when 68 percent of performance measures were achieved.

While the 2022/23 year has seen improved performance in many areas, opportunities to improve are apparent.



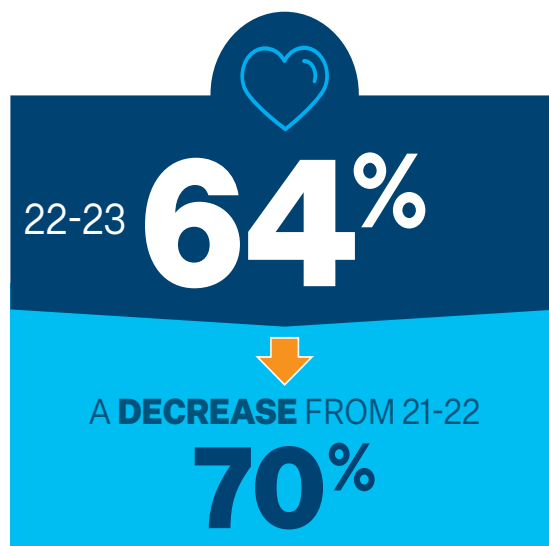
<p>Community services performance measures as at 30 June 2023</p>  <p> ■ 20 Achieved (83%) ■ 4 Not achieved (17%) Total 24 ↑ 16 percent from 2021/22 </p>	<p>Partnerships performance measures as at 30 June 2023</p>  <p> ■ 6 Achieved (60%) ■ 4 Not achieved (40%) Total 10 No change from 2021/22 </p>	<p>Planning and regulatory performance measures as at 30 June 2023</p>  <p> ■ 3 Achieved (50%) ■ 3 Not achieved (50%) Total 6 ↓ 17 percent from 2021/22 </p>	<p>Corporate performance measures as at 30 June 2023</p>  <p> ■ 1 Achieved (100%) ■ 0 Not achieved Total 1 No change from 2021/22 </p>
<p>Outcomes</p>			
<ul style="list-style-type: none"> Our communities are resilient, safe, healthy, thriving and connected. Everyone has a sense of belonging and can access the resources and services they need. Our natural environment is restored and enhanced as we transition to a low-carbon future. Mana whenua and the Council have a mutually mana-enhancing partnership. Page 59–73. 	<ul style="list-style-type: none"> Mana whenua and the Council have a mutually mana-enhancing partnership. Our local economy is prosperous with ample opportunities for people to work and learn in Kāpiti. Page 74–89. 	<ul style="list-style-type: none"> People have access to suitable housing in Kāpiti so that they can live and thrive. Our communities are resilient, safe, healthy, thriving and connected. Everyone has a sense of belonging and can access the resources and services they need. Our natural environment is restored and enhanced as we transition to a low-carbon future. Mana whenua and the Council have a mutually mana-enhancing partnership. Page 90–99. 	<ul style="list-style-type: none"> Corporate activity supports other Council activities to deliver against outcomes. Page 100–102.

summary

Residents' Opinion Survey results

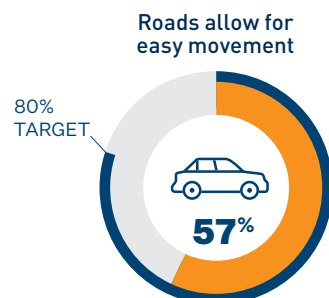
Results that informed 2022/23 performance measures

Overall Satisfaction

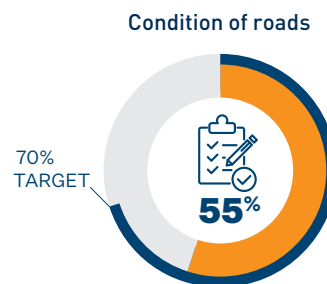
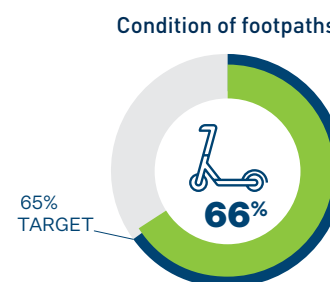


800 residents were surveyed during the year. This is considered to be a statistically valid sample size.

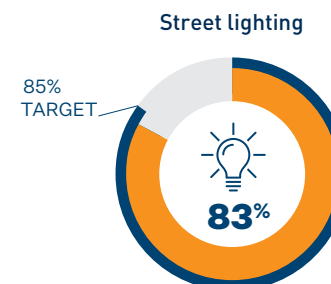
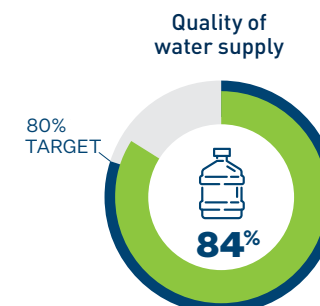
Infrastructure services



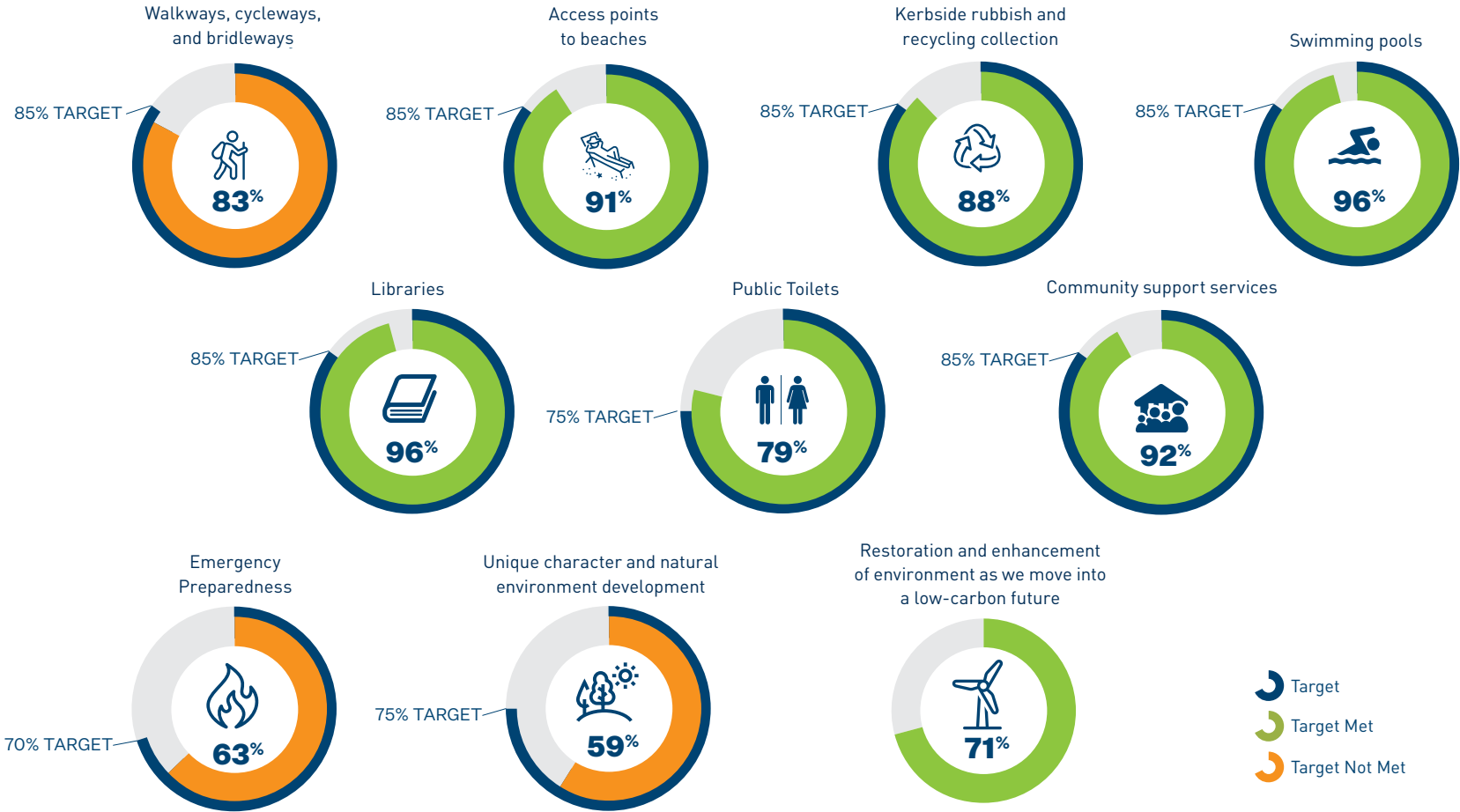
48% of residents who had an issue with an infrastructure service explained it was due to **poor road maintenance**.



31% of residents who had an issue with an infrastructure service explained it was due to **traffic flow issues**.



Target
Target Met
Target Not Met

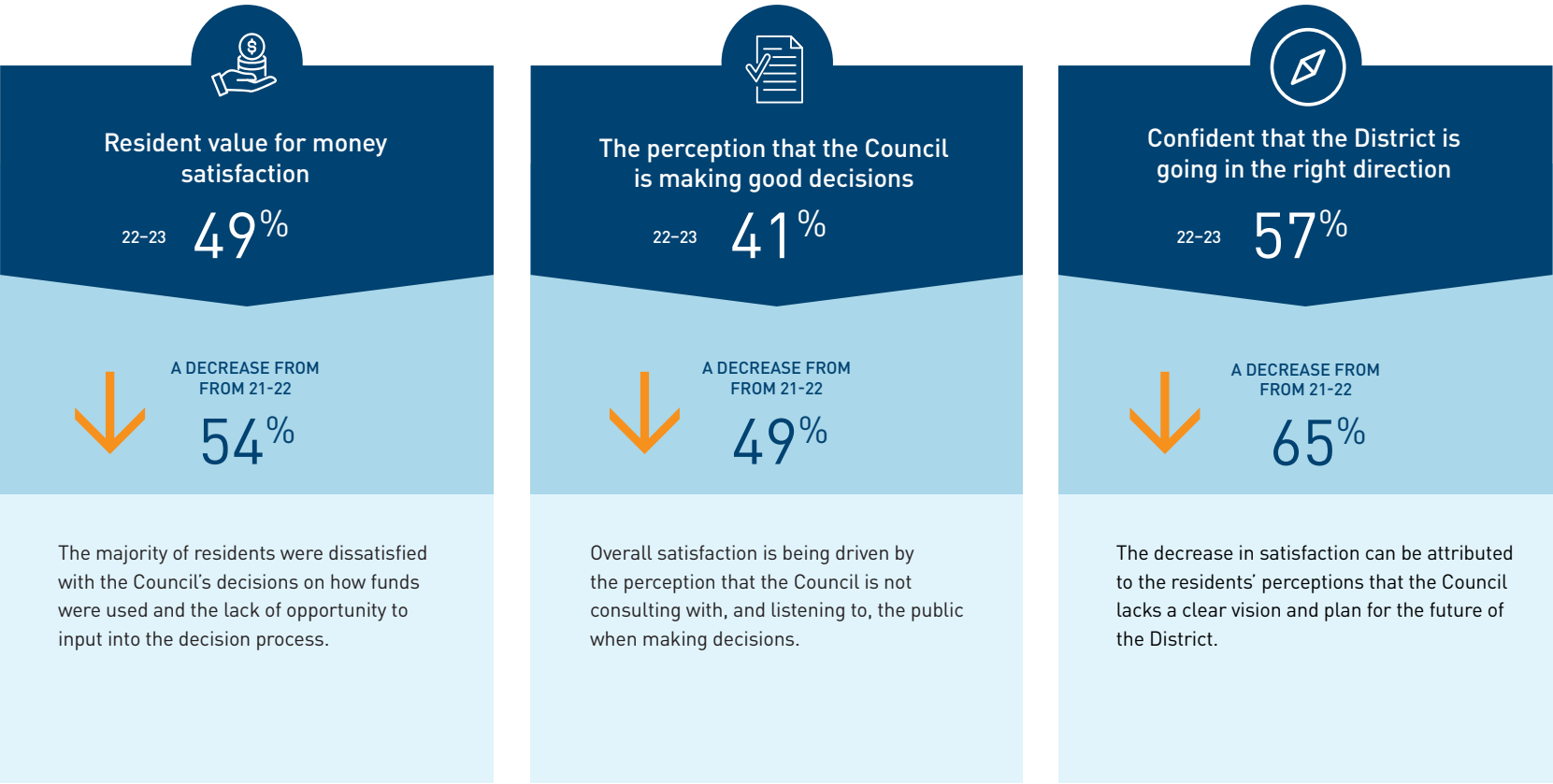


summary

Drivers of change in satisfaction

These three drivers are very important to resident satisfaction, but they are performing poorly and trending down.

Improving these aspects may improve residents’ perceptions of the Council and ultimately raise overall satisfaction with the Council.



What we delivered

The council's strategic direction	24
Overview of activities and services	25
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Community services	59
Partnerships	74
Planning and regulatory services	90
Corporate	100

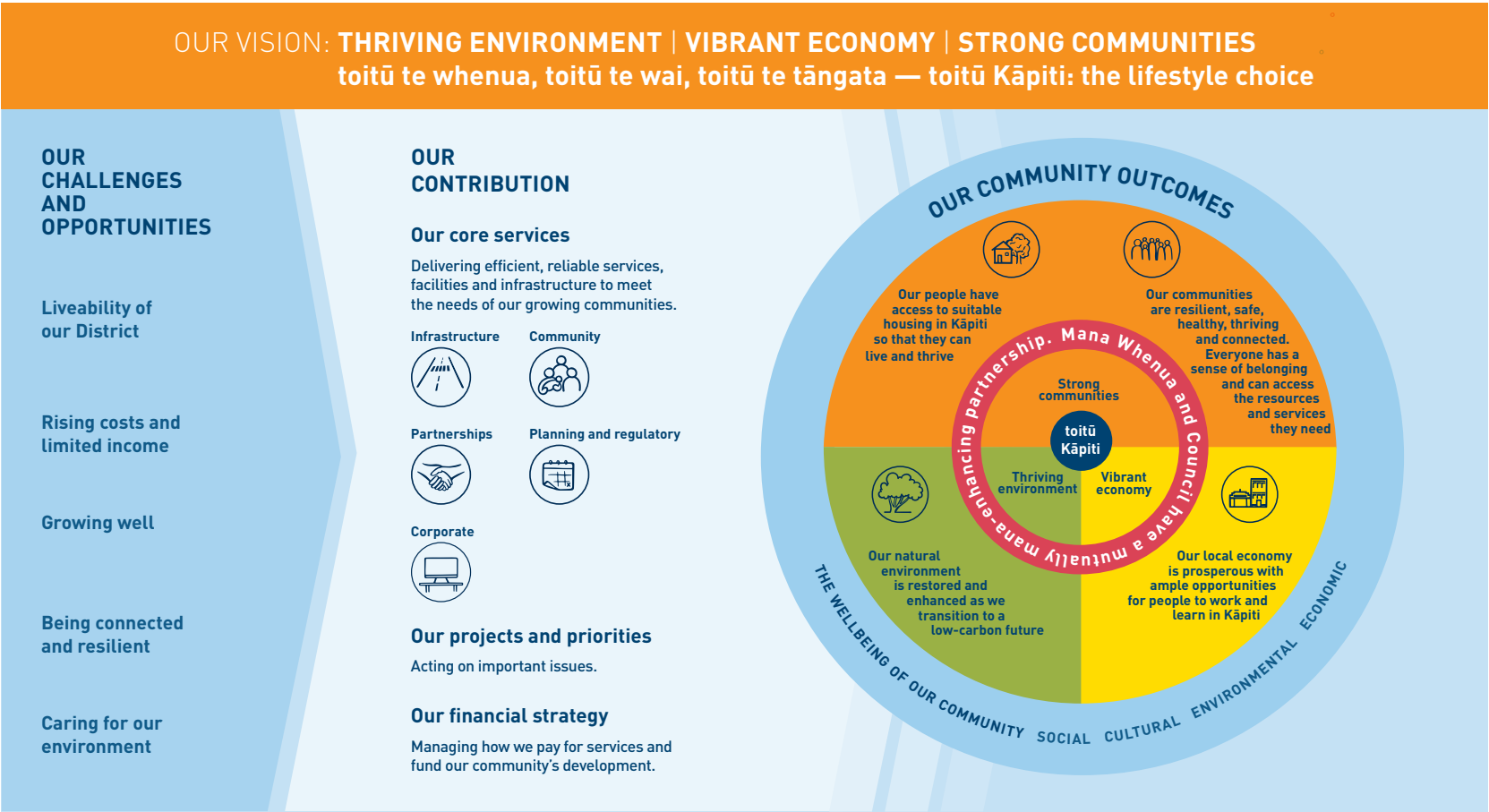
Council manages 16 activities and services for the District, all of which contribute towards community outcomes that align with the social, cultural, environmental, and economic wellbeing of our District.

This section provides an overview of what we achieved during the year, and our performance against the targets set in the Long-term Plan 2021-41.

delivered

The Council's strategic direction

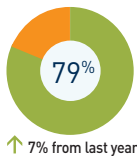
Our plan on a page is from the LTP 2021-41 and contains five outcomes. All activities undertaken by the Council throughout the 2022/23 year were progressed to support achievement of these outcomes.



Overview of activities and services



delivered



Infrastructure

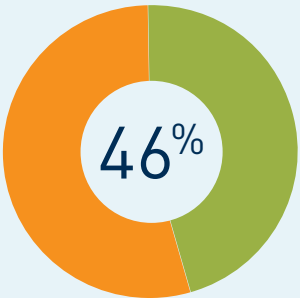


Putanga me te waka – access and transport

Purpose

This activity contributes to community resilience and connectedness by developing and maintaining a roading network that allows for the safe and efficient movement of people and goods to work, home, school, essential services, shops, and recreation activities throughout the district.

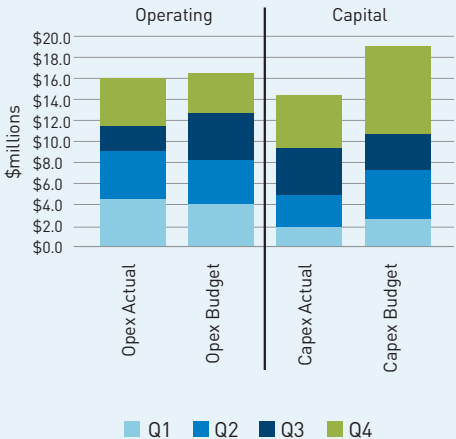
Performance measures as at 30 June 2023



Achieved 46% Not achieved 54%
2021/22: 46%

6 Achieved 7 Not achieved 13 Total

Operating and capital expenditure 2022/23



Full year underspend due to delays on the transport hub and Arawhata Road to Ihakara Street link road projects.

What we delivered

East-West connection in Paraparaumu
(Arawhata Road to Ihakara Street link)

This is a complex project in its early planning and design stages. We completed a traffic model, which was peer reviewed, and technical reports (including archaeological, liquefaction, geotechnical, and wetlands assessment). We also completed a Strategic Business Case for funding from Waka Kotahi. Proposed road layout cross-sections are in the review stage. The new landowner is preparing a Resource Consent application (stage 1).

Roadworks during construction.



SH1 Revocation (M2PP/PP20)

The McKays to Peka Peka (M2PP) revocation is near practical completion. This 16km route is a key north-south arterial connection through the southern half of our District and includes significant pedestrian and cycleway improvements. The work in the Paraparaumu and Waikanae town centres is complete. We expect handover of this length of road from Waka Kotahi to Kāpiti Coast District Council to occur shortly.

The Waikanae River Bridge pedestrian clip-on remains an action for contractors to complete, but this will not affect the route handover to Council.

Planning for the Peka Peka to Ōtaki (PP20) revocation (the final stage) is underway.

Footpaths renewals

The first five-year cycle of the footpath condition survey was completed this year, which found less than 1 percent of footpaths in poor or very poor condition. This confirms that the strong footpath renewal programme from 2019-22 has improved the overall network condition.

The 2022/23 programme was reduced to work within Waka Kotahi funding constraints and cost escalation impacts. Funding is still limited, so as we move forward into the 2023/24 year it is likely we will do less renewals and more essential repairs.

delivered

Road maintenance and surfacing

Despite significant winter/spring rainfall damage to road pavements requiring six weeks of unplanned repair work, Council completed its seasonal road upgrade and resealing programme (resealing 29 roads with chipseal, and asphaltting of Elizabeth Street, Waikanae).



Roadworks during construction.

Paraparaumu Transport Hub

The project is progressing well, with paving, retaining walls, steps, lighting, and balustrades largely complete, and finishing touches underway, including fabrication of pedestrian shelters and construction of a cycle park and charge facility.

The Greater Wellington Regional Council's contribution to the project includes the design and build of new bus shelters with living roofs. These are being designed and fabricated off-site.

Raumati Village improvements

Survey and investigation work is underway to design the most effective means of reducing vehicle speeds in the Raumati Beach village to promote road user safety.

Bridges and retaining walls

Planning for the Kāpiti Road and Marine Parade culvert replacement work is underway.

Three new retaining walls have been constructed due to storm damage in Waikanae, Ōtaki, and Paraparaumu.

Emergency river protection was installed on Maungakotukutuku Road as a temporary measure to protect the road from further scouring. Work to build a permanent retaining wall is planned in the 2023/24 financial year.

Street lighting

The lighting network remains stable with low numbers of outages. New street lights were installed on seven streets/roads, and 11 streetlights in Main Street, Ōtaki, were upgraded to LED.

Minor safety improvements

We have undertaken a range of relatively minor road and intersection improvements across the District, which have included traffic calming, lighting improvements, and installation of new road signs and road markings.

Council engaged with the community on the Kāpiti Coast’s first Speed Management Plan with implementation scheduled to commence in the first half of 2024.

Blue Bluff

Cost options to repair the slip and the damaged portion of road have been identified. Council would like to consult the community before making a decision. Any decision to confirm the way forward is therefore delayed until consultation can be completed.

Other progress included

Resource consents

117 resource consents and 44 temporary event applications were received by the Access and Transport team this financial year.

Officers attended pre-application meetings and provided advice an input into resource consent information responses, conditions on consents and actioned service requests as required. In addition to this, officers have provided advice on COVID-19 Fast Track Consenting Act applications and attended workshops with Kāinga Ora on potential developments within the District.



Ōtaki Gorge Road / Blue Bluff.

Ōtaki to North of Levin highway (Ō2NL)

The team has also been continuing to input into the Notice of Requirement application for the Ō2NL project. The team will also be involved in mediation, and an Environment Court hearing to be held mid to late 2023. Officers are meeting regularly with other consenting authorities and Waka Kotahi to ensure strong working relationships with these partners, and to ensure good outcomes for our community.

Strategy and Policy

The team made a submission on the Land Transport Management (Regulation of Public Transport) Amendment Bill in relation to rule changes affecting public transport. The team were also heavily involved in Council’s submission on the Natural and Built Environment Bill and the Spatial Planning Bill (RMA reforms).

Other strategy work included District Plan change processes and attending and inputting into the regional transport work programmes such as the Future Development Strategy and the Wellington Region Vehicle Kilometres Travelled Reduction Plan.

delivered

Challenges

- Recent changes to the RMA and the District Plan enable the building of higher-density housing, and the National Policy Statement on Urban Development (NPS-UD) has removed minimum car parking requirements for new developments. Before these amendments were made, the Access and Transport activity had the opportunity to consider the effects of medium density housing on the road network capacity. In urban areas the more permissive rules could have a significant impact on the roading network. The reduced opportunity to assess impacts presents a challenge for the Access and Transport planning process.
- Winter weather events caused damage to roads and pavements reduce the expected lifespan of the asset, requiring urgent remedial work, and impacting on scheduled physical works.

Blue Bluff: Public consultation on next steps for this issue is likely to delay any repairs or remediation beyond the upcoming construction seasons. This means the road will remain unusable during the 2023 summer.



Ōtaki Gorge Road / Blue Bluff.

Putanga me te waka – access and transport performance measures

Performance measures	Target	Result	Status	Comment and previous years' result
Residents who agree the existing transport network allows easy movement around the District.	80 percent	57 percent	Not achieved	This result is derived from the Residents' Opinion Survey of 800 residents. 31% of residents surveyed who had an issue with the transport network service explained it was due to traffic flow issues. This is reflective of the substantial roadworks associated with stormwater replacement impacting on traffic on Kāpiti Rd, the Paraparaumu transport hub, and works associated with revocation of SH1 resulting in disruption to traffic flows. The 2021/2022 result was 67 percent (not achieved).
The change from the previous financial year in the number of serious and fatal crashes on the local road network, expressed as a number.	Five-year rolling average reduces each year	9 crashes rolling average	Achieved	The 2021/2022 result was achieved (10 crashes).
Residents who are satisfied with street lighting.	85 percent	83 percent	Not achieved	This result is derived from the Residents' Opinion Survey of 800 residents. It is consistent with previous years. Council is working on "dark spots" where the light spread of the new LED lights is not as wide as the old-style lights, as this is an area of frustration within the survey responses. The 2021/2022 result was 83 percent (not achieved).
Percentage of sealed local road network that is resurfaced.	5 percent	2.9 percent	Not achieved	Increased costs have required reduced volume to stay within budget. The full chipseal programme was achieved, but two asphalt sites were not completed due to resource availability. The 2021/2022 result was 3 percent (not achieved).

Performance measures	Target	Result	Status	Comment and previous years' result
Residents who are satisfied with the condition of roads.	70 percent	55 percent	Not achieved	This result is derived from the Residents' Opinion Survey of 800 residents. 48% of residents surveyed who had an issue with the transport network service explained it was due to poor road maintenance. This is reflective of severe weather events impacting on road surfaces resulting in increased unplanned works and delays to planned road renewals, and increased costs and reduced funding constraining repairs. The 2021/2022 result was 66 percent (not achieved).
Roads that meet smooth roads standards.	Overall smooth travel exposure is above 85 percent	84 percent	Not achieved	Continued effort to target levelling and resurfacing is required to hold and improve this result. The measure is weighted toward high traffic routes. The 2021/2022 result was 84 percent (not achieved).
Residents who are satisfied with the condition of footpaths.	65 percent	66 percent	Achieved	The 2021/2022 result was 66 percent (achieved).
Percentage of footpaths that fall within the service standard for the condition of footpaths as set out in the activity management plan.	60 percent	99.6 percent	Achieved	The 2021/2022 result was 98 percent (achieved).
Average cost of local roading per kilometre is comparable with similar councils.	Achieve	Comparable costs for reseal and asphalt sites	Achieved	The 2021/2022 result was achieved.
Service requests relating to roads responded to within three to five hours (urgent)	85 percent	62 percent	Not achieved	The team has improved accuracy of reporting this measure, which has identified opportunity for improvement. Alignment between the measure and contractor response times is required for significant change. The 2021/2022 result was 67 percent (not achieved).

Performance measures	Target	Result	Status	Comment and previous years' result
Service requests relating to roads responded to within 15 days (non-urgent).	85 percent	99 percent	Achieved	The 2021/2022 result was 94 percent (achieved).
Service requests relating to footpaths responded to within three to five hours hours (urgent).	85 percent	45 percent	Not achieved	The team has improved accuracy of reporting this measure, which has identified opportunities for improvement. Alignment between the measure and contractor response times is required for significant change. The 2021/2022 result was 46 percent (not achieved).
Service requests relating to footpaths responded to within 15 days (non-urgent).	85 percent	98 percent	Achieved	The 2021/2022 result was 97 percent (achieved).



Whakahaere takutai – coastal management

Purpose

This activity contributes to community resilience and safety by identifying and managing coastal hazards, and providing and maintaining coastal assets to protect public infrastructure such as roads, wastewater assets, stormwater assets, walkways and beach accessways.

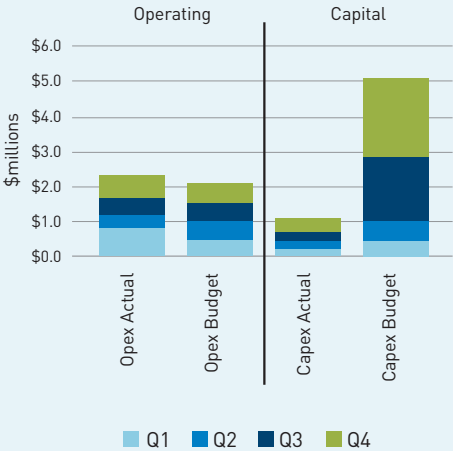
Coastal management performance measures as at 30 June 2023



Achieved 100%
Not achieved 0%
2021/22: 100%

2 Achieved 0 Not achieved 2 Total

Operating and capital expenditure 2022/23



Full year underspend due to delays on the Paekākāriki seawall replacement project

What we delivered

Paekākāriki seawall

The construction of stage 1 (accessway 4 – main access at Campbell Park) tender was evaluated and recommended options presented to Council in May 2023. The tender price, together with the risks that have been listed by the tenderer, was significantly over the pre-tender estimate. Councillors decided not to proceed with construction of accessway 4 as tendered (concrete option) due to financial limitations. Detailed designs associated with the wall progressed and the construction tender for stage 2 of the project (replacement of approximately 160 metres of the wall with timber) will be advertised early in the 2023/24 financial year.



Winnie enjoys the beach.

Raumati Seawall

Detailed designs are complete. Initial discussions with Greater Wellington Regional Council on consenting requirements commenced. The construction tender to replace the worst part of this 3.1km wall with a like-for-like timber wall will be tendered in the 2023/24 financial year. Timing of construction depends on the Greater Wellington Regional Council's guidance on consenting needs.

Wharemauku Block Wall

Designs are progressing. An ecological assessment was completed and consultation with iwi is in progress. Council expects to submit its Resource Consent application early in the 2023/24 financial year and advertise the construction tender in January/ February 2024 (subject to the outcome of the Resource Consent application decision).

delivered

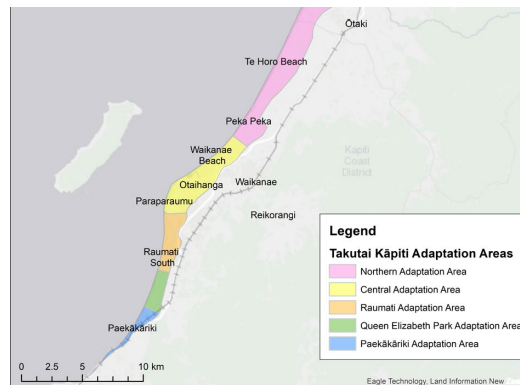
Takutai Kāpiti

The Coastal Advisory Panel (CAP) held a free Kāpiti-wide coastal hazards public information event at the Ocean Road Community Centre in Paraparaumu Beach in July 2022, and started developing a “long-list” of adaptation options relating to specific coastal locations. CAP meetings were temporarily paused in October 2022.

Funding for iwi engagement with the project was confirmed in January 2023, and Te Ātiawa ki Whakarongotai appointed a Climate Change Technical Lead to the project, along with two iwi representatives to join the CAP. Ngā Hapū o Ōtaki appointed two mana whenua representatives to the CAP in April 2023.

Phase 2 of the project officially commenced with the first CAP workshop on 1 March 2023.

Risk Assessment overviews for the Northern Adaptation Area (NAA) were presented to the CAP at the CAP meeting on 29 March, and at this meeting, the CAP made their first initial decisions regarding shortlisting pathway options for the NAA. Additionally, one member from each Community Board was invited to join all CAP workshops as ‘Observers’.



Takutai Kāpiti adaptation areas.

On 6 May 2023, CAP held a community values workshop at the Otaihanga Boating Club to hear from the Central Adaptation Area (CAA) community with eighty people in attendance. An online ‘Have Your Say’ survey ran for those who could not attend the in-person community workshop and over 600 responses were received from the CAA community.

The CAP began their work on the CAA at the CAP meeting on 29 June 2023, and the CAP’s draft recommendations for the NAA were publicly shared on ‘Have Your Say’ for community feedback. These recommendations were shared ahead of the NAA feedback session hosted by CAP on 1 July 2023 at the Ōtaki Baptist Church.

Challenges

During 2022/23 financial year, significant increases in construction costs continued. As a result, Long-term Plan 2021-41 (LTP) budget allocations for the replacement of Paekākāriki seawall, Raumati seawall, Wharemauku Block wall, and other coastal structures are not sufficient. The budgets allocated to deliver the capital works programme outlined in the LTP will need to be reviewed during the 2024 LTP process.

Significant repairs to the Paekākāriki seawall and Raumati seawall were undertaken during this period. Further delays in wall replacements could cause catastrophic wall failure.

Whakahaere takutai – coastal management performance measures

Performance measures	Target	Result	Status	Comment and previous year's result
Working with the community and tangata whenua, we will develop a response to the impacts of coastal erosion and inundation resulting from sea-level rise and climate change on our coast.	2021/2022	Achieved	Achieved	The 2021/22 result was achieved.
Final recommendations are developed to inform an implementation plan to address coastal hazards.	2022/23	Initial decisions regarding shortlisting pathway options for the Northern Adaptation Area made	Achieved	The commencement of this phase was delayed, and the project timeframe extended. Work is continuing to develop final recommendations to meet the deadline of the Coastal Advisory Panel taking their recommendations report to Council in late May 2024. The 2021/22 result was achieved.
Respond within 48 hours to urgent requests to repair seawalls or rock revetments.	85 percent	100 percent	Achieved	The 2021/22 result was 100 percent (achieved).



Wai āwhā – stormwater

Purpose

This activity contributes to community resilience and safety by minimising risks to human life and health from flooding. We do this by responding efficiently and effectively to flooding issues, and maintaining, repairing, and renewing major flood protection and control works.

The aim of major stormwater projects is to eliminate the risk of loss-of-life and damage to property due to flooding, and these are focused on the alleviation of habitable floor flooding.

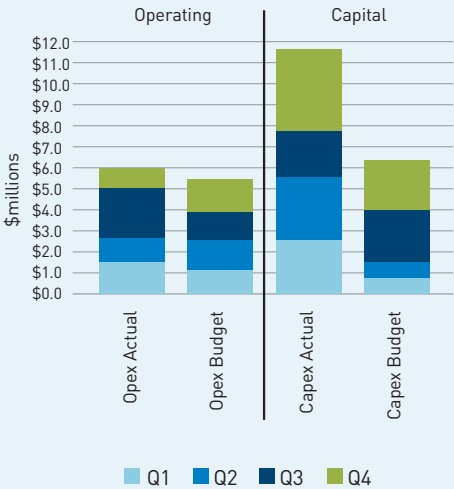
Stormwater performance measures as at 30 June 2023



■ Achieved 100%
■ Not achieved 0%
2021/22: 100%

7 Achieved 0 Not achieved 7 Total

Operating and capital expenditure 2022/23



What we delivered

Major projects are progressing across the District with contracts ongoing, including stormwater upgrades and minor capital works.

Upgrades and renewals

Upgrades were completed at Riwai Street, Paraparaumu (Stage 2), Matene and Matai Streets in Ōtaki, and Rauparaha and Huiawa Streets in Waikanae.

The Kena Kena (Paraparaumu) catchment habitable floor flooding project was granted a resource consent by Greater Wellington Regional Council for the new pump station, and a fish passage permit was approved by the Department of Conservation. Network design is now progressing.

Renewals were carried out at Paraparaumu catchments 3 and 4.

The Amohia catchment (Paraparaumu) Stage 1 and Jeep Road/Clunie Ave stormwater upgrades continue at pace.

Other initiatives

48.8 km of open waterways were cleaned, 33km by hand and the remainder by machine.

Work is ongoing to monitor water quality, model districtwide flooding, and providing technical inputs for subdivision applications, and 20 major future projects are being designed.

Global consent applications for stormwater discharge and open drain/stream maintenance were submitted to Greater Wellington Regional Council.

We continue to work with our iwi partners to finalise a code of practice for the global maintenance consent application and to progress the current stormwater strategy and stormwater bylaw.

A joint project with the water and wastewater teams to address infiltration continues.



Amohia stormwater project.

delivered

Challenges

Increased and more restrictive consent conditions associated with new natural freshwater management requirements impact our ability to proceed with necessary works in a timely and cost-effective manner. In some cases previously acceptable activity is prohibited, leading to re-design and additional cost and consultation.

Significant increases in construction costs continued in the 2022/23 financial year. As a result, Long-term Plan 2021-41 (LTP) budget allocations for capital works, and operational activities, were not sufficient. Funding allocated to deliver these services will be reviewed during development of the 2024 LTP.



Installation of 800 metres of large diameter stormwater pipe from Iver Trask Place to Amohia Street to reduce flooding issues.

Wai āwhā – stormwater performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Median response times to attend a flooding event from notification to attendance on site.	Urgent = less than or equal to 24 hours	2 Hours	Achieved	The 2021/22 result was achieved.
Median response times to attend a flooding event from notification to attendance on site.	Less than or equal to five days	1 day	Achieved	The 2021/22 result was achieved.
Percentage of all buildings that have been inundated due to minor flooding that are visited within four weeks.	90 percent	100 percent with 24 hours	Achieved	The 2021/22 result was 100 percent (achieved).
Number of complaints received about the performance of the District's stormwater system.	Fewer than 30 per 1,000 properties connected to the Council's stormwater system	15.5 per 1,000 connections	Achieved	The 2021/22 result was 21 per 1,000 properties (achieved).
Major flood protection and control works are maintained, repaired, and renewed to the key standards as defined in the Council's activity management plan.	Achieve	All work done to key standards	Achieved	The 2021/22 result was achieved.

Performance measures	Target	Result	Status	Comment and previous years result
Number of buildings (habitable floors) reported to be flooded as a result of a less than one-in-50-year rain event.	Fewer than 3 per 1,000 properties connected to the Council's stormwater system	0.09 per 1,000 connections	Achieved	The 2021/22 result was 2 per 1,000 properties (achieved).
Compliance with the Council's resource consents for discharge from our stormwater system measured by the number of: <ul style="list-style-type: none"> a) abatement notices b) infringement notices c) enforcement orders d) convictions received by the Council in relation to those resource consents.	No notices, orders, or convictions	No notices, orders, or convictions	Achieved	The 2021/22 result was achieved.



Wai – water management

Purpose

This activity contributes to community health and safety by providing high-quality drinking water across the District and ensuring there is enough water to fight fires when needed and protect the health and wellbeing of our communities.

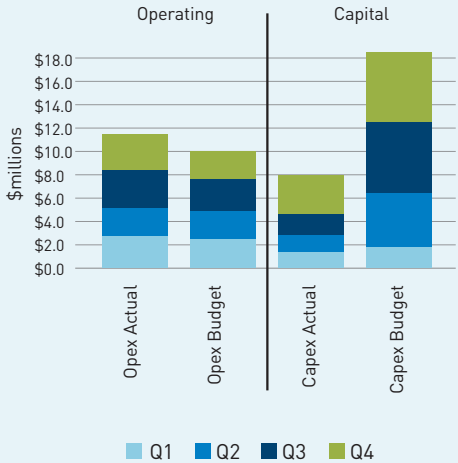
Water management as at 30 June 2023



Achieved 100%
Not achieved 0%
2021/22: 82%

11 Achieved 0 Not achieved 11 Total

Operating and capital expenditure 2022/23



Full year underspend is due to Ōtaki water supply upgrade and Waikanae water treatment plant.

What we delivered

Progress drinking water safety and resilience

Hautere Water Treatment Plant

The design of the generator and filter shed is complete with construction expected during the second half of 2023.

Rangiuru Water Treatment Plant

Design is underway for a new shed to house cartridge filters, a future fluoride system, a generator, and a toilet. Existing chlorine cylinders will be relocated requiring new electrical and data cables to the new position.

Tasman Road (Ōtaki) Water Treatment Plant

The design for the drilling of new bores is complete and we expect to install these later in 2023, subject to consent approval.

Waikanae Water Treatment Plant (Stage 2)

We have completed the detailed design for the main works of the current upgrade and expect works to begin in October 2023.



Worker using a self-contained breathing apparatus to replace an empty 920kg 100% concentration chlorine gas cylinder. As per the safe operating procedure.

Upgrade our water network

Fire main installation (Ōtaki)

Approximately 60 percent of pipelines for the fire main installation at Riverbank Rd, Aotaki St, and Mill Road (approximately 2km) have been installed and commissioned.

Water mains renewals

The 1.15km watermain upgrade on Te Moana Road (Waikanae) is complete.

Ōtaki Water reservoir

This project is part of a programme of infrastructure development in Ōtaki funded by a \$29 million grant from the Kāinga Ora Infrastructure Acceleration Fund. The site for the reservoir was purchased in March under the Public Works Act. Public meetings have been held with the local community regarding visual impacts and screening planting options. The Greater Wellington Regional Council and Council provided consents for the required earthworks, and detailed design of the reservoir and associated pipework is underway.

Other initiatives

Council submitted eight projects totalling \$5.26 million to the Department of Internal Affairs (Te Tari Taiwhenua) for funding through the Three-Waters Better-Off Funding package. The projects are new initiatives, or requests to accelerate, scale up, or enhance projects already planned for in Council's Long-term Plan 2021-41 (LTP).

Council made submissions to Central Government on the *Water Services Entities Bill*, the *Water Services Legislation Bill*, and the *Water Services Economic Efficiency and Consumer Protection Bill*.

Challenges

Third party resourcing is a challenge for projects at the Hautere and Waikanae treatment plants, and the location of overhead power lines is impacting the siting of the new shed and replacement bore at Rangiora.



Hosing down the weirs of the Centra-floc Clarifier to remove organic build ups.

delivered

Wai – water management performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Median response times to a fault or unplanned interruption to our water network measured by attendance time (from the time the Council is notified to the time that staff are on site).	Urgent = less than or equal to 1 hour	15 minutes for 51 urgent water interruptions.	Achieved	The 2021/22 result was 4 hours 45 minutes (achieved).
Median response times to a fault or unplanned interruption to our water network measured by attendance time (from the time the Council is notified to the time that staff are on site)	Non-urgent = 3 days or less	18 hours 24 minutes for 702 non-urgent water faults.	Achieved	The 2021/22 result was 25 minutes (achieved).
Median response times to a fault or unplanned interruption to our water network measured by resolution time (from the time the Council is notified to the time that staff confirm resolution).	Urgent = 5 hours or less	2 hours for 51 urgent water faults	Achieved	The 2021/22 result was 1 hour 5 minutes (achieved).
Median response times to a fault or unplanned interruption to our water network measured by resolution time (from the time the Council is notified to the time that staff confirm resolution).	Non-urgent = 4 days or less	1 day 4 hours for 702 non-urgent water faults	Achieved	The 2021/22 result was 1 day, 1 hour and 55 minutes (achieved).

Performance measures	Target	Result	Status	Comment and previous years result
Compliance of the District's drinking-water supply with:	100 percent	100 percent	Achieved	The 2021/22 result was not achieved.
a) Part 4 of the drinking water standards (bacteria compliance criteria)				
b) Part 5 of the drinking-water standards (protozoal compliance criteria).	100 percent	100 percent	Achieved	The 2021/22 result was not achieved.
Residents who are satisfied with the quality of the Council's water supply (taste, odour, and clarity)	80 percent	84 percent	Achieved	The 2021/22 result was 85 percent (achieved).
Total number of complaints received by the Council per 1,000 connections to the Council's networked reticulation system, about any of the following:	At or below 6.2 complaints per 1,000 connections	4.62 complaints per 1,000 connections	Achieved	The 2021/22 result was 4.35 complaints per 1,000 connections (achieved).
a) drinking-water clarity				
b) drinking-water taste				
c) drinking-water odour				
d) drinking-water pressure or flow				
e) continuity of supply, and				
f) the Council's response to any of these issues				

Performance measures	Target	Result	Status	Comment and previous years result
Peak water consumption in litres per person per day.	At or below 490 litres per person per day	393 litres per person per day	Achieved	The 2021/22 result was 403.3 l/p/d (achieved).
Average water consumption in litres per person per day (l/p/d).	At or below 325 litres per person per day	286 litres per person per day	Achieved	The 2021/22 result was 287.4 l/p/d (achieved).
Percentage of real water loss from the Council's networked reticulation system calculated per the Water Loss Guidelines using WaterNZ's BenchLoss NZ software.	At or below 23.6 percent	21.5 percent	Achieved	The 2021/22 result was 23.38 percent (achieved).



Wai para – wastewater management

Purpose

This activity contributes to community need. Managing wastewater is essential to our community's health and wellbeing.

Contributing to community resilience and safety by minimising risks to human life and health from contamination resulting from sewage overflows. We do this by using wastewater management practices that ensure we respond efficiently and effectively to system blockages, faults, and overflow issues.

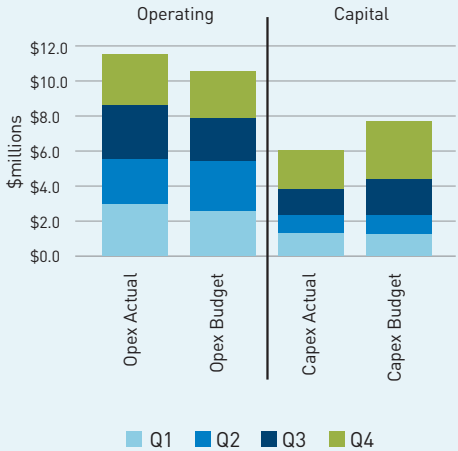
Wastewater as at 30 June 2023



Achieved 100%
Not achieved 0%
2021/22: 82%

4 Achieved 1 Not achieved 5 Total

Operating and capital expenditure 2022/23



Capital underspends due to delays to Waikanae duplicate rising main.

delivered

What we delivered

Ōtaki Wastewater Treatment Plant (ŌWWTP)

Desludging of the oxidation ponds and de-gritting of the aeration pond are complete. The inlet bypass flow is installed, and the monitoring bores downstream of the land disposal treatment area are now fenced. As required by consent conditions, community liaison meetings have commenced.

The electro-mechanical and process improvements design work at the Ōtaki wastewater treatment plant is progressing, and procurement of a contract to upgrade the inlet works and aeration system is underway, with work planned for early 2024.

Paraparaumu Wastewater Treatment Plant (PWWTP)

Structural strengthening work (seismic upgrade) for the wood fuel and boiler house is complete, and electro-mechanical and process improvement design work is progressing. Refurbishment of clarifier 1 will be commissioned by September.

A resource consent was received for the stormwater pond capacity upgrade, lining, rerouting pipelines for discharges, and permanent decommissioning of the old and retired sludge beds at PWWTP.

Procurement for the storm basin lining work, decommissioning the retired sludge bed, and installation of new pH correction systems to meet regulatory requirements is underway.

Other Progress

Design is in progress for the upgrade of the Ōtaki sewer pump station at County Rd, and the existing gravity sewer mains at Rahui Rd, Te Roto Rd and County Rd. Further, design of new gravity mains at Mill Rd and Aotaki St are in progress.

The Waikanae duplicate rising main work is 75 percent complete, and consultation with iwi and affected landowners is progressing.

Across the wastewater network smoke-testing and CCTV assessments are underway to identify potential inflow and infiltration issues. CCTV inspection was completed for approximately 2.5 km sewer main at Waerenga Rd in Ōtaki and Ratanui Rd in Paraparaumu. Condition assessments for ten sewer pumpstations is completed, and the scope was confirmed for the assessment of another ten pumpstations. Lining work that is a condition of the resource consent was completed for the wastewater overflow pond at the Waikanae wastewater pumping station.

Challenges

Consent applications for the Paraparaumu and Ōtaki wastewater treatment plants will be affected by the requirements in the National Policy Statement on freshwater (Te Mana o te Wai), but at this point the implications are not clear. We continue to work with iwi on our work programmes, and are finalising a partnership agreement charter.

The Government's announcement amending the course of the Affordable Waters reform introduces uncertainty regarding transition timing and ongoing operations and management of these assets.



Council's wastewater operations.

delivered

Wai para – wastewater management performance measures

Performance measures	Target	Actual	Status	Comment and previous years result
Median response times to sewage overflows resulting from a blockage or other fault measured by attendance time (from the time the Council receives notification to the time that staff are on site).	1 hour or less.	22 minutes	Achieved	The 2021/22 result was 28 minutes (achieved).
Median response times to sewage overflows resulting from a blockage or other fault measured by resolution time (from the time that the Council receives notification to the time that staff confirm resolution).	5 hours or less.	54 minutes	Achieved	The 2021/22 result was 54 minutes (achieved).
Number of complaints received by the Council about any of the following: a) sewage colour b) sewerage system faults c) sewerage blockages a) the Council's response to issues with the sewerage system expressed per 1,000 connections.	Fewer than 7.2 complaints per 1,000 connections to Council's sewerage system.	3.14 complaints per 1,000 connections	Achieved	The 2021/22 result was 4.96 complaints per 1,000 connections (achieved).
Number of dry weather sewage overflows from the Council's sewerage system expressed per 1,000 network connections.	At or below 2 per 1,000 connections to Council's sewerage system.	0.97 overflows per 1,000 connections.	Achieved	The 2021/22 result was 1.65 overflows per 1,000 connections (achieved).

Performance measures	Target	Actual	Status	Comment and previous years result
<p>Compliance with the Council's resource consents for discharge from its sewerage system measured by the number of:</p> <ul style="list-style-type: none"> a) abatement notices b) infringement notices c) enforcement orders b) convictions, received by the Council in relation to those resource consents. 	No notices, orders, or convictions.	<p>1 warning letter</p> <p>1 non-compliance notice</p> <p>1 'please explain' letter</p>	Not achieved	<p>The consent for Ōtaki WWTP (WGN160002), condition 21 requires an investigation into increased DRP levels within 40 days of notice. This was not done within the timeline and the Greater Wellington Regional Council (GWRC) issued a warning letter. The required investigation is underway.</p> <p>Council also received a non-compliance notice about the discharge meter reading that showed more than permitted flow at Ōtaki WWTP's LDTA. The discrepancies in the reading were due to a SCADA system glitch. This was explained to GWRC, and the issue was resolved.</p> <p>GWRC also wrote to Council regarding the number of times the Paraparaumu storm basin was used in the last year (for more than three times usage). A reply was sent and the issue resolved.</p> <p>The 2021/22 result was not achieved.</p>

delivered

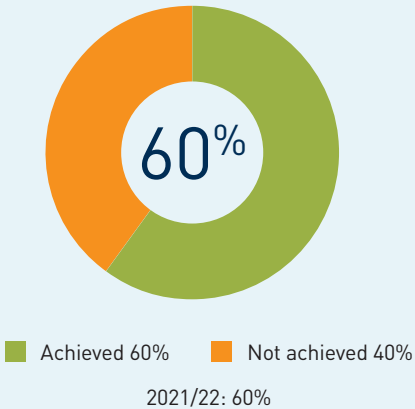


Toiūtanga me te manawaroatanga – sustainability and resilience

Purpose

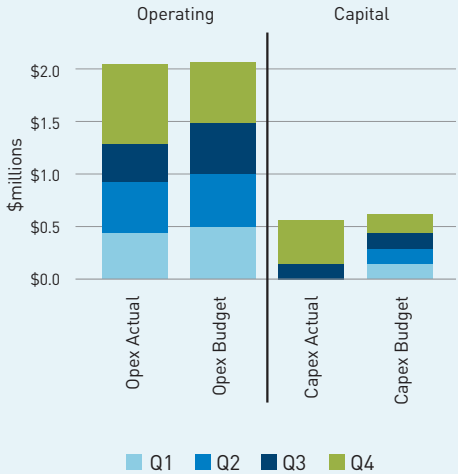
Contributing to preserving, restoring, and enhancing our natural environment to provide resilience. We do this by ensuring accessible, effective, and efficient waste management options; facilitating waste minimisation and carbon reduction initiatives in Council and the community; and improving community resilience through emergency management preparedness.

Sustainability and resilience as at 30 June 2023



3 Achieved 2 Not achieved 5 Total

Operating and capital expenditure 2022/23



What we delivered

Climate Emergency Action Framework

Significant progress has been made in the climate space during the year.

The “Climate Emergency action: Delivering on our climate commitments” report was released, highlighting Council’s recent and future work to reduce emissions and prepare for the impacts of climate change.

Council also set a new aspirational long-term target for net zero emissions across the organisation by 2040, replacing the current target of carbon neutrality by 2025 that was set in 2019.

An initiative to help businesses move to more environmentally sustainable practices was launched during the year. Pakihi Toitū o Kāpiti will connect local businesses that wish to share knowledge on using sustainable processes and practices.

The development of a Climate Change Strategy is progressing well, exploring the mitigation, adaptation, and transition to low carbon living in alignment with Vision Kāpiti, the community’s vision to 2060 and beyond. District-wide targets will be set as part of the strategy.

From a regional perspective, the Wellington Region Climate Change Impact Assessment (WRCCIA) is nearing completion and is expected to be complete within the next few months. The Wellington Regional Reduction Plan (WRRD) is also under development with an information day for stakeholders held in July. Both the RCCIA and the WRRD are part of the Wellington Regional Growth Framework delivery.

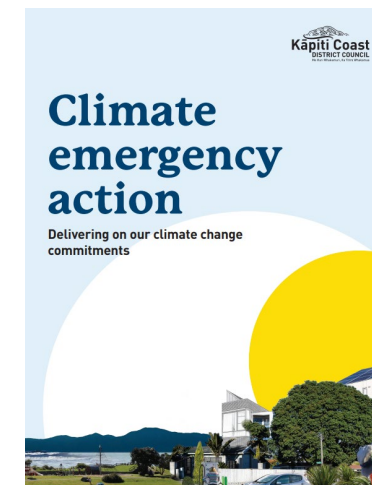
Emissions reduction programme within Council

Council was briefed on the outcomes of the emissions reduction audit performed by Toitū Envirocare over the 2021/22 year, which showed Council’s corporate emissions over the 2021/22 year were down 277 tonnes of carbon-dioxide equivalent (tCO2-e) from the previous year.

Council adopted a mid-term target to reduce direct emissions (categories 1 and 2) with a further 15.5% by 2032. This will lead to Council achieving an 85.5% reduction in these categories by 2032. Category 1 emissions are direct emissions from using fuel, natural gas etc., and category 2 emissions are from using electricity. Council reset its “carbon neutral by 2025” target and adopted an aspirational target of being net zero for its corporate emissions by 2040.

Council acknowledges that in order to meet its emissions targets it will need to invest in initiatives to support these outcomes. The projects will be discussed during development of the next LTP.

Council will now focus on its value chain emissions, develop actions, and set a reduction target for these emissions in 2025. These emissions are from goods and services that Council purchases, but also include emissions from capital and operational contracts delivered by Council. Council estimated these emissions for the first time in May and these will be included in the annual audits going forward.



delivered

Waste minimisation and resource recovery

Council received Community Waste Levy Grants of \$32,824 for eight projects, and a business waste levy grant of \$150,000 per year for three years for the development and operation of a Zero Waste hub at Otaihanga.

Council received and resolved 250 service requests related to illegally dumped waste in public spaces. This is down from 279 in 2021/22.

Council delegated its authority to lead the public consultation of its Waste Management and Minimisation Plan (WMMP) to the Joint Committee for the Wellington region. Kāpiti's Local Action Plan that forms part of the Wellington Region Waste Management and Minimisation Plan was discussed at the Climate and Environment Subcommittee and at Council. Public consultation is now underway.

Zero Waste community hub

The establishment of the Kāpiti Zero Waste Hub at Otaihanga has started with the removal of the current structures, finalising site designs, geotechnical investigations, and starting the consenting process.

An innovative planting programme was started in the Southern Wetland to further support stormwater treatment around the closed Otaihanga landfill.



Ōtaki e-waste container.

Other Initiatives

Love your Compost programme

Council's 'love your compost' workshops proved popular. We conducted 15 workshops and a market day stall reaching 319 residents. We also issued 288 composting vouchers to contribute to the cost of residents' chosen composting system or collection service. To date, we have now given out over 900 vouchers.

Waste minimisation and education

Education to minimise the volume of solid waste in the District continued with 34 workshops, talks, or market visits reaching 610 individuals. We supported 19 community events, 17 with waste management resources, and approved 11 event waste management plans.

We also delivered waste minimisation programmes to five education institutes, one above our target for the year.

Challenges

The projects needed to achieve the new emissions target will require funding allocations in future Long-Term Plans .

Council will have to consider funding for the implementation of further waste minimisation and resource recovery projects to meet its existing and new waste minimisation targets.

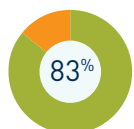


Raumati electric vehicle station.

delivered

Toiūtanga me te manawaroatanga – sustainability and resilience performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Residents are satisfied with the standard of kerbside collections.	85 percent	89 percent	Achieved	The 2021/22 result was 89 percent (achieved).
Illegally dumped waste is removed within two working days.	85 percent	78 percent	Not achieved	The target was met in Q1 and Q2 but not achieved in Q3 and Q4 due to staff shortages requiring prioritisation of other work, and requests that needed more preparation given their location. The 2021/22 result was 86 percent (not achieved).
Households have an emergency plan and kit sufficient for seven days following an emergency event.	70 percent	63 percent	Not achieved	This indicator is measured through the Residents' Opinion Survey of 800 residents. Delivery is provided by the Wellington Regional Emergency Management Office (WREMO) community programme with support from Council WREMO officers. The target has not been achieved due to emergency response pressure across the region. Locally, we are seeing indicators that some households do not consider emergency planning as a priority. The 2021/22 result was 67 percent (not achieved).
The Council delivers a waste minimisation education programme in schools.	Minimum of 4 schools each year	5 schools	Achieved	The 2021/22 result was not achieved.
The number of the Council's total fleet that are low-emissions vehicles (i.e. EVs, plug-in hybrids or conventional hybrids).	10 vehicles	10 vehicles	Achieved	The 2021/22 result was 7 vehicles (achieved).



↑ 16% from last year

Community services

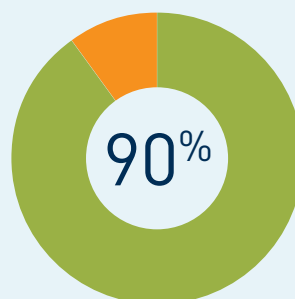


Ngā papa rēhia me ngā papa – parks and open spaces

Purpose

This activity contributes to people's safety, health, connectedness and sense of belonging by providing access to and maintaining open public spaces, including sports facilities, playgrounds, cycleways, walkways, bridleways, parks and reserves and cemeteries.

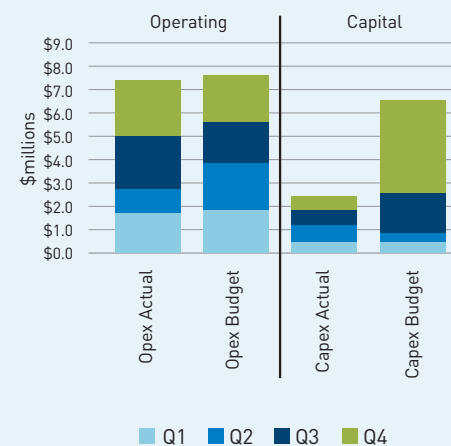
Parks and open spaces as at 30 June 2023



■ Achieved 90% ■ Not achieved 10%
2021/22: 90%

9 Achieved 1 Not achieved 10 Total

Operating and capital expenditure 2022/23



Full year underspend due to Maclean Park and Otaraua Park.

delivered



Raumati's Lorna Irene drive playground renewal and upgrade was recognised for its Accessibility and Inclusiveness, taking home Recreation Aotearoa's 'Playground of the year' award.

What we delivered

Maclean Park renewal

Throughout 2022/23 we continued the design work for Stage 2 of the redevelopment which includes an upgrade of the skatepark and replacement of the amenity block.

We finalised the concept design for the skatepark by engaging with the community about what they wanted and then seeking their feedback on the draft concept. We then finalised the design with an expert user group, ready for enabling work and construction to begin in 2024. The new skatepark will include a flow bowl, mini-ramp, and a street section, all aimed at helping users of all wheeled sports to progress from beginner to advanced.

We also continued our work on replacing the aging amenity block. This involved engaging a local contractor to work with Exeloo to design a new building that will provide more toilets and change facilities for park users, ensuring these are fully accessible and more useable for families. This year we carried out early design work and site investigations to determine the optimal layout and placement of the new building, which is also scheduled for construction in 2024.

Developing Otaraua Park (stage 2)

This project is being revisited to determine whether the objectives can be achieved by other means. Design and investigations of the proposed pavilion and amenity block identified that significant investment would be required to provide adequate infrastructure to the buildings and the current budget would be insufficient.

Waikanae Awa revitalisation

Regular meetings of Waikanae Ki Uta Ki Tai Te Putahitanga o Te Wai throughout the previous year culminated in the presentation of an action plan.

Funding to support this action plan will be sought through respective Long-Term Plan processes for 2024-34.

School sports programme

Over 7,000 tamariki from 17 schools and Kura across the District participated in more than 20 sport and play events organised by the School Sports Program (externally funded), including a first-ever full ki o rahi programme in which all Kāpiti Coast tamariki in grades 7 and 8 first learned the basics of the sport in their school or Kura and then practised it at an interschool competition. To deliver this top-notch programme, all school sports activities work in conjunction with neighbourhood colleges (80 Sports Ambassadors), community organisations, local sports clubs, and Nuku Ora.

Find Your Play project

Waka Kori, our play trailer, is still well-liked and was made accessible for use during 16 school holiday activations, including four all-abilities play days, and throughout the District's schools during the regular school year. The play trailer also promotes neighbourhood gatherings like the Strawberry Festival, XTERRA, and Movies in the Park, and it has been spotted at most annual public gatherings.



Kāpiti Coast Art Trail

The Kāpiti Coast Art Trail underwent a new appearance and name, and over 120 artists and 12 exhibition spaces participated in the Trail, the highest number to yet. Each of the artists has a webpage on a new website that was made specifically to assist the Trail. The Trail attracted almost 12,000 visitors over the first two weekends in November, generating close to \$1 million in revenue for the artists and nearby merchants.

Creative Communities Scheme

In addition to well-established regular programmes and events, the Council's Grants Allocation Subcommittee awarded \$52,316 in funding to 39 applicants from a variety of artistic, cultural, and creative projects under the Creative Communities Scheme. The community was served by poetry readings, musical performances, symphony concerts, and the recurring Mulled Wine and Music in the Park events.

delivered

Summer Events Programme

A busy Waikanae Pool summer season:

- Family Fun Day: 495 attendees
- Summer Sounds: 248 attendees
- Back to school water fight: 556 attendees
- Waitangi Pool Party: 758 attendees
- 10,279 slides
- 1,916 slushies sold
- 8,156 ice creams sold.

Popular Coastlands Aquatic Centre events:

- Christmas Party: 730 attendees
- Sound Splash: 800 attendees.

Parks summer events were enjoyed by many:

- All Abilities Waikanae: 180 attendees
- Storytime Kaitawa: 50 attendees
- Waterplay Campbell: 65 attendees
- Waka Kori Victor Weggery: 55 attendees
- Waka Kori Tasman: 38 attendees
- Chalk and Build: 40 attendees
- Movies in the Park: 3,000 attendees.



Mahuru magic as part of the 'Creative Communities Scheme'.

Renewals and upgrades

This year saw several renewals and upgrades take place:

Raumati's Lorna Irene drive playground renewal and upgrade was recognised for its Accessibility and Inclusiveness, taking home Recreation Aotearoa's 'Playground of the year' award. Renewals were also completed at Shotover Dr (Waikanae) and Milne Drive (Paraparaumu) playgrounds. Planning, design and public consultation work was completed for the Waterstone Ave (Paraparaumu) and Victor Weggery (Waikanae) playground replacements.

Artificial cricket matting at Weka Park in Paraparaumu and the Paraparaumu Domain were replaced.

Restoration plantings

We continued restoration planting projects around the District, supplying plants to over 20 community conservation groups, as well as planting carried out by Council staff and contractors. Over 20,000 plants, shrubs, and trees have been planted in dunes, wetlands, riparian, and forest environments.

Cycleways, walkways, and bridleways

As part of the Peka Peka to Ōtaki Expressway project, Waka Kotahi has completed a shared path that runs from the existing trail at Peka Peka to Ōtaki River. Greater Wellington has connected this to Te Roto Road near the Ōtaki Māori Racing Club. This final piece means the Kāpiti Coast now boasts a dedicated 35km shared pathway spanning the entire length of the District, affectionately known as The Coast 35.

Open Space Strategy

The Open Space Strategy was adopted by Council in 2022. Work continues to develop an implementation plan to ensure that Council delivers on the open space aspirations of the strategy. Notwithstanding this, there are principles from the strategy that are already being applied when it comes to development of open spaces. This entails ensuring the correct level of access to, type and location of open space is achieved in a rapidly growing District. This year there were 10 subdivisions that had their open space obligations assessed using the Open Space Strategy.



Children at Waka Kori event.

Cemetery projects

A land feasibility study has begun to find potential locations for a secondary site to supplement the existing Waikanae Cemetery which has limited remaining capacity. All cemeteries now have brand-new ash and burial beams. We have updated all cemetery maps and placed a new signage at Awa Tapu Cemetery. A new electronic data management and booking system is being developed for Council-managed cemeteries. This will ensure information integrity, safety, and privacy, and future-proof support and operations at all sites.

Other

We commissioned an indoor stadium court needs assessment and a District-wide sports field demand assessment.

delivered

Ngā papa rēhia me ngā papa – parks and open spaces performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Residential dwellings in urban areas are within 400 metres of a publicly owned space.	85 percent	99 percent	Achieved	The 2021/22 result was 99 percent (achieved).
Sportsgrounds are open when scheduled.	85 percent	93 percent	Achieved	The 2021/22 result was 97 percent (achieved).
Residents are satisfied with the current availability of facilities.	85 percent	92 percent	Achieved	The 2021/22 result was 93 percent (achieved).
Residents are satisfied with the quality of the Council's parks and open spaces.	85 percent	98 percent	Achieved	The 2021/22 result was 98 percent (achieved).
Residents who are satisfied with quality of recreation and sporting facilities	85 percent	94 percent	Achieved	The 2021/22 result was 89 percent (achieved).
Residents are satisfied with the quality of playgrounds.	85 percent	90 percent	Achieved	The 2021/22 result was 98 percent (achieved).
Residents are satisfied with the appearance of, and accessibility to cemeteries.	85 percent	99 percent	Achieved	The 2021/22 result was 95 percent (achieved).
At least a 10-year burial capacity is maintained across the District.	Achieve	Achieved	Achieved	The 2021/22 result was achieved.
Users are satisfied with the Council's cycleways, walkways and bridleways.	85 percent	83 percent	Not achieved	This result is derived from the Residents' Opinion Survey of 800 residents. Significant adverse weather events resulted in closure of tracks and trails. The 2021/22 result was 84 percent (not achieved).
Residents are satisfied with access points to beaches.	85 percent	91 percent	Achieved	The 2021/22 result was 92 percent (achieved).

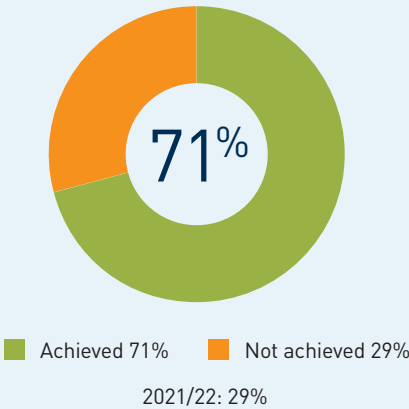


Ruhanui – recreation and leisure

Purpose

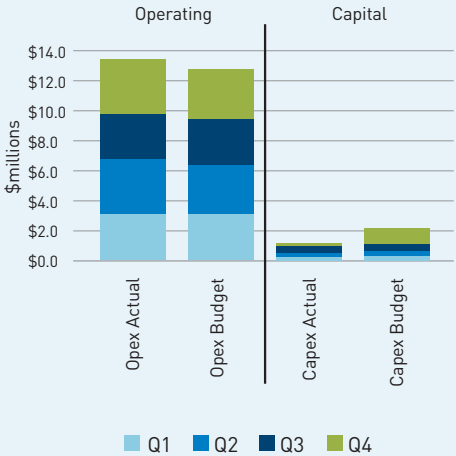
Contributing to people’s safety, health, connectedness, and sense of belonging through providing access to community swimming pools and libraries; public arts, culture, and heritage facilities; and managing grant funding for arts, museums, and maintenance of heritage sites.

Recreation and leisure as at 30 June 2023



5 Achieved 2 Not achieved 7 Total

Operating and capital expenditure 2022/23



delivered

What we delivered

Develop a multi-use space for the Waikanae Library and Community Service Centre

Following an extensive community engagement process, a preferred option for the Waikanae Library has been determined. This will involve refurbishing and extending the former library building and developing it into a multifunctional space that becomes a social hub for the community.



Paekākāriki library.

Stage 2 of Ōtaki pool improvements

The project progressed from concept stage to preliminary design. The design allows for upgrade works to be staged to align with budget constraints and minimise disruption to pool services. The scope includes changing the heating source to electric and upgrades to change facilities, entrance and staff areas. A decision on how to proceed will be made once final costs are understood.

Increase digital library services and resources, and support across Council's libraries

Kāpiti Coast District Libraries has a collection of digital devices aimed at boosting the computing capability of both staff and the community. In the last year the library has stocked up on a range of digital tools for the public to use to grow digital literacy and confidence, including virtual reality headsets for gaming, history or stories, a 3D printer for design and making, programmable robots, and laptops and tablets to help with tasks like online banking, research, word processing or shopping.

We now have a Digital Inclusion Specialist on board to lead the library's digital work programme and provide opportunities to experience new technologies in a safe way. This is part of a strategy to lift the digital literacy of the Kāpiti community and make sure everyone has access to emerging digital technologies and trends. The library team have been making time and space available for different groups to experience what these tools can do, including hosting sessions for the home school community, holiday and after school programmes, and participating in Craft Café sessions. They also run the well-attended digital drop-in sessions at the Paraparaumu and Ōtaki libraries and retirement villages to help residents with their online tasks. Tools like Edison or Bee-Bot programmable robots can let people see how programming or coding works, VR headsets offer gaming or storytelling experiences, and a 3D printer can bring design ideas to life.

While some of the equipment looks toy-like, it is not just for kids. By having a go at coding one of the Bee-Bots to travel a route of your design or creating a 3D printed object, people of all ages can get a better understanding of how technology works in a fun way.



Chief Executive Darren Edwards reading to tamariki in Paraparaumu library.

delivered



Splash Save, a new water safety education programme in Ōtaki.

Aquatics accreditation

The Ōtaki Pool, Waikanae Pool and Coastlands Aquatic Centre have all received annual Poolsafe accreditation.

Kāpiti Coast Aquatics has something for all visitors

Over the past year, we welcomed 312,000 visitors, and a survey of 1,100 of our customers showed a 93 percent satisfaction rating. Our new learn-to-swim programme delivered in Te Reo Māori has proved popular at Ōtaki Pool. Delivery of water safety programmes to schools was at a new high with 1,680 students attending. New events delivered to our community included Whanau Day at Ōtaki Pool, 'Splash Save' a new water safety education programme for families, and the inaugural Ōtaki Triathlon.

Initiative for Aquatics Apprenticeships

We continue to promote upskilling of our learn-to-swim and Lifeguard Team. The last 12 months saw 26 of our team complete an apprenticeship or NZ Certificate level 3 or 4 Qualifications. We currently have a further 14 trainees working their way through various NZ Certificate Qualifications. This hugely successful initiative attracts a wider range of talent to the aquatics industry, encourages professional development and helps us create a more well-rounded team.

Ruhanui – recreation and leisure performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Users who are satisfied with the pools' services and facilities.	85 percent	96 percent	Achieved	This result is derived from the Residents' Opinion Survey of 800 residents. The 2021/22 result was 93 percent (achieved).
Visits to swimming pools in the District.	≥ 290,000 each year	312,000	Achieved	The Aquatic Facilities posted the highest attendance numbers on record. While attendance at Ōtaki Pool was reduced with a 7-week maintenance closure a solid season at Waikanae, and exceptional numbers at Coastlands Aquatic Centre more than made up for the shortfall. The 2021/22 result was 223,110 (not achieved).
Learn-to-swim registrations.	≥ 3,200 per year	2,398	Not achieved	During the year, 2,398 children were enrolled in our learn-to-swim group lessons and a further 1,683 attended school swimming lessons with our Kāpiti Coast Aquatics instructors. At Ōtaki Pool we have permanently established five learn-to-swim classes delivered in The Te reo Māori classes which are well utilized. The 2021/22 result was 1,881 registrations (not achieved).
Users who are satisfied with the library services.	85 percent	96 percent	Achieved	The 2021/22 result was 94 percent (achieved).
Visits to libraries.	≥ 300,000 each year	283,972	Not achieved	Yearly stats for 2022/23 year. Mechanical failure of door counters has likely contributed to this result. The 2021/22 result was 266,717 (not achieved).
Collections are refreshed in accordance with the New Zealand public library standards.	350 new items (including renewals) per 1,000 population	14,646	Achieved	The 2021/22 result was 11,851 new items (not achieved).
Items borrowed and renewed per annum (including physical, digital, and SMART libraries).	520,000 each year	561,600	Achieved	The 2021/22 result was 500,138 items (not achieved).

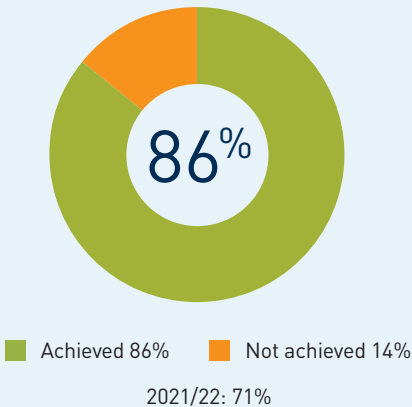


Whare tapere hapori – community facilities

Purpose

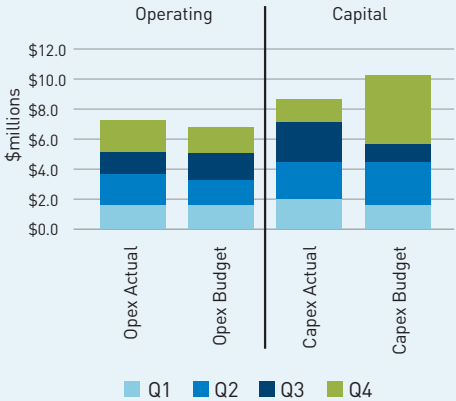
Contributing to people’s safety, health, connectedness, and sense of belonging by providing access to the facilities, resources, and services they need, and ensuring civic buildings are well maintained and safe.

Community facilities as at 30 June 2023



6 Achieved 1 Not achieved 7 Total

Operating and capital expenditure 2022/23



Full year capital underspend due to the delay in the Waikanae library project.

What we delivered

Toi Mahara Gallery upgrade

In the lead up to a planned gallery opening at the end of October, finishing touches are being applied, including internal fitout with custom furniture, IT, and audio-visual equipment and hard landscaping outside.

Older persons’ housing renewal

Kāpiti Coast District Council is progressing a comprehensive review of its older persons’ housing portfolio with the objective of ensuring the ongoing sustainable delivery of the service. The portfolio, which includes 118 units in 10 locations throughout Kāpiti for qualifying older persons, is fully occupied with a current waiting list of approximately 60 prospective tenants.

Council committed to taking a bigger role in improving access to housing through its last Long-term Plan and adopted the Kāpiti Coast District Council Housing Strategy in 2022 which included specific actions to review existing Council land to see if additional housing could be built. Beyond capacity there are other opportunities and challenges with Council’s current model of service delivery. Independent Community Housing Providers can access an Income Related Rent



Te Waka at the blessing of Toi Mahara Gallery.

Subsidy which means they can set rent at 25 percent of the tenant’s net income. Government covers the difference between the tenant’s rental payment and the market rent for the property. Councils are not eligible for this subsidy.

Council’s current ability to provide support services is also limited. While Council is a responsible and conscientious landlord, some tenants may have complex needs that require specialist welfare services. This may be something that could be delivered through partnerships with other agencies, depending on the recommendations to come out of the review. Following this targeted engagement, options will be presented to Council for feedback in September 2023 before public engagement through Vision Kāpiti hubs. Council is expected to make its decisions in early 2024.

Replace Te Newhanga Kāpiti Community Centre

We have procured the services of a consultant to help us to assess potential uses of the Centre with the community. While this is ongoing, we are planning a temporary space at the rear of the building that will serve as a hub for community activities in the meantime. The assessment is likely to take a few months, so the future of the Centre will be debated as part of the development of the Long-term Plan 2024.

Ōtaki Pavilion restroom

The heritage architect has completed the structural design for the restrooms in the Ōtaki Pavilion, along with the design specifications that must reflect the scope of work necessary to bring the facility up to code while respecting the heritage requirements of this special facility. The tendering process will soon begin, and once we have a successful contractor, we will be able to inform the community of the schedule of works.

Reshape community facilities in Ōtaki

The old Ōtaki playgroup building at Hauratai Park received a full refurbishment. The exterior grounds were cleaned up and levelled to reduced flooding and ponding, and the exterior and interior received a repaint. New flooring, a repurposed kitchen, and new toilet facilities were installed.



Toi Mahara gallery exterior upgrade,

Other

The Raumati South Memorial Hall has received a refresh. Outside, concrete foundations were repaired, the roof replaced, and a retaining wall was built at the site's back. On the inside, the hall and supper room were repainted, LED lighting installed, and a new heating and cooling system put in.

As part of our strategy to keep the Paraparaumu Memorial Hall sustainable, we installed a new heating and cooling system to replace the outdated gas heating.

The ground floor of Waikanae Memorial Hall has new carpet throughout after flooding in June last year. A new ceiling, new ceiling paint, new curtains, and LED lighting were installed in the Waikanae Community Centre's Hall.

To make the underpass at the Paraparaumu Railway Station safer for all pedestrians, it was painted, and the lighting was improved.

Whare tapere hapori – community facilities performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Users who are satisfied with the standard of the library building facilities.	85 percent	91 percent	Achieved	The 2021/22 result was 86 percent (achieved).
Residents who are satisfied public toilets are clean, well-maintained and safe.	75 percent	81 percent	Achieved	The 2021/22 result was 83 percent (achieved).
Urgent requests relating to public toilet facilities that are responded to within 4 hours.	98 percent	76 percent	Not achieved	Service requests were closed off incorrectly. The 2021/22 result was 83 percent (not achieved).
Users who are satisfied with Community halls.	85 percent	88 percent	Achieved	The 2021/22 result was 70 percent (not achieved).
Occupancy rate of the total number of units available for older persons.	97 percent	97.5 percent	Achieved	The 2021/22 result was 99 percent (achieved).
Tenants of housing for older persons who rate services and facilities as good value for money.	85 percent	91 percent	Achieved	The 2021/22 result was 93 percent (achieved).
Tenants of housing for older persons who are satisfied with services and facilities.	85 percent	97 percent	Achieved	The 2021/22 result was 98 percent (achieved).

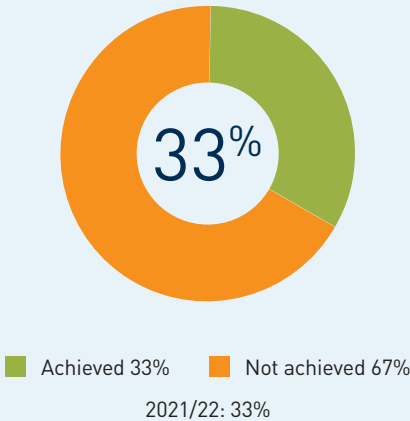


Tangata whenua

Purpose

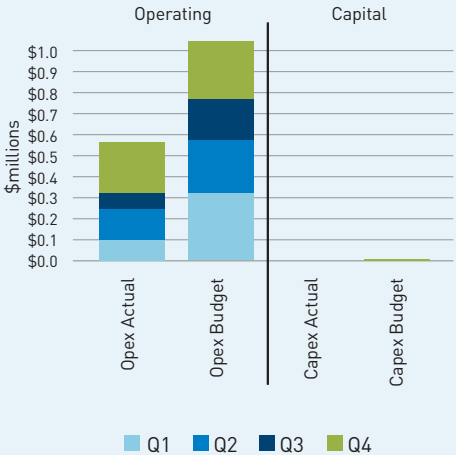
Contributing to tangata whenua’s and the wider community’s resilience, connectedness, and sense of belonging through tikanga, engagement, capacity building, and knowledge sharing.

Tangata whenua as at 30 June 2023



1 Achieved 2 Not achieved 3 Total

Operating and capital expenditure 2022/23



Operating underspend is due to vacancies being carried.

What we delivered

Iwi Capacity Building:

Council confirmed remuneration for mana whenua representatives on Council, committees, and subcommittees in the formally adopted Governance Structure and Delegations 2022-2025 as agreed by Council on 24 November 2022.

When adopting the Governance Structure and Delegations for the triennium in December 2022, Council confirmed Huriwai Paki as the representative for Ngāti Toa Rangatira to attend Council (with speaking rights only). Huriwai was also appointed to the Strategy, Operations and Finance Committee, the Social Sustainability Subcommittee, and the Climate and Environment Subcommittee.

In January 2023, Andre Baker, Janine Huxford, and Christopher Gerretzen were confirmed as representatives for Ātiawa ki Whakarongotai to attend Council (with speaking rights only), the Strategy, Operations and Finance Committee, Social Sustainability Subcommittee, and the Climate and Environment Subcommittee. The three representatives will alternate attendance.

In March 2023, Council appointed Kim Tahiwī as the representative for Ngā Hapū o Ōtaki to attend the Social Sustainability Subcommittee, the Climate and Environment Subcommittee, and Grants Allocation Committee Creative Communities NZ scheme meetings.



Education Perfect Te Ao Māori for Professionals course.

delivered

Council capacity and knowledge building

An external provider was contracted to deliver a six-month online programme covering Te Ao Māori and Te Reo Māori for professionals through three cohorts. 160 Council personnel enrolled with 20 graduating as part of the first pilot cohort, and 60 who are part of cohort two currently undertaking the Education Perfect Te Ao Māori Foundation Essentials Course programme.

In addition an Upane a Ngāti Toa induction course was delivered to 50+ inductees (including eight elected members, senior leadership, and staff).

Elected Representatives attended a Te Tiriti o Waitangi 101 Workshop with a second workshop scheduled for October 2023.

The Iwi Partnerships team facilitated a Te Waka group involving 43 staff who represent Council, performing at Council functions and events.

Mana whenua and Council continue to partner in the development of plans, policies, and strategies, facilitated by the Iwi Partnerships team.

Challenges

Iwi capacity building continues to be challenging with limited resourcing and availability across all three mana whenua iwi.

Mātauranga Māori capacity within Council continues to test our ability to make progress in this area with a lack of resources and availability of active iwi members in Council's iwi group. The Iwi Partnerships function is recruiting a number of vacancies which is expected to lift capacity.



Maramataka is a system of time that introduces the principles of the Māori lunar calendar, providing insights into living with the traditional wisdom and practices of the taiao - nature.

Tangata whenua performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Partnership agreements are in place with each of our iwi partners, and they are reviewed annually.	Achieve	Not achieved	Not achieved	Partnership agreements are not yet in place with any of our three iwi partners. Conversations between iwi mana whenua and the Council will continue in 2023/24 to progress partnership arrangements. The 2021/22 result was not achieved.
Iwi partners are satisfied with their partnership with Council.	Achieve	Not achieved	Not achieved	Iwi mana whenua have requested a review of their partnership with Council. Council will support iwi mana whenua to progress this Kaupapa as a priority, at a time that is suitable for iwi mana whenua. The 2021/22 result was not achieved.
Iwi have the opportunity for representation on standing committees of Council, and mana whenua have opportunities to contribute to Council work programmes.	Achieve	Achieved	Achieved	At the beginning of the 2022-2025 triennium, the Council re-confirmed a role for iwi mana whenua within its governance structure including positions for mana whenua with voting rights on the Strategy, Operations and Finance Committee and its two subcommittees, as well as being able to attend all Council meetings and receive all papers, with the ability to contribute to the debate but not vote. Council officers continued to connect with our iwi mana whenua partners in relation to operational work programmes, identifying opportunities for partnering and collaborating. The 2021/22 result was achieved.

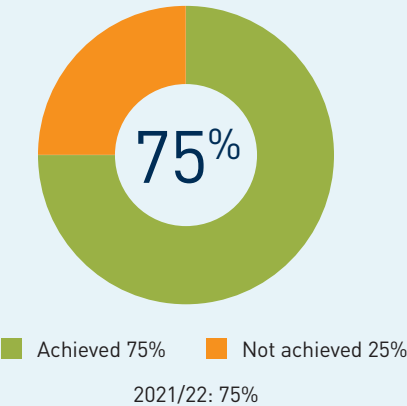


Ngā hāpai hāpori – community support

Purpose

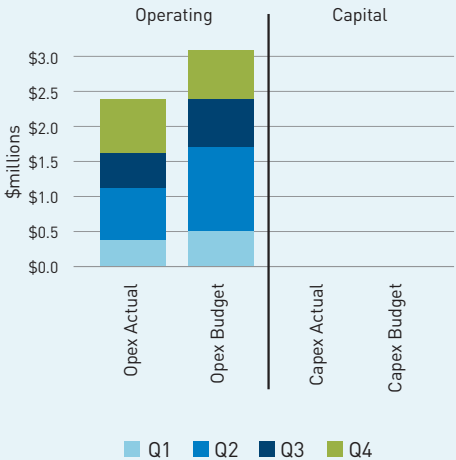
Contributing to communities’ resilience, safety, health, and connectedness by providing resources and services to build capacity and opportunities for people to influence Council social strategies, policies, and programmes addressing community priorities.

Community Support as at 30 June 2023



4 Achieved 0 Not achieved 4 Total

Operating and capital expenditure 2022/23



What we delivered

Implement our social investment and support programme for the community sector to support our District's recovery and rebuilding from COVID-19 impacts

Nine Kāpiti initiatives were selected in August 2022 as recipients of the 2022-25 Social Investment Fund, aimed at building safe and connected Kāpiti communities and lifting social sector capability. Through this Fund, the nine not-for-profit organisations will receive a total of \$1.04 million over the next three years. All agreements have been signed, and the organisations are underway with programmes and support. An additional \$50,000 each year will be allocated to addressing inequity in Ōtaki.

Develop and implement an age-friendly approach to meet the needs of our “seniors” population

The age-friendly approach is close to completion, with implementation to occur in 2023/24. This project brings together providers of senior services to develop culturally appropriate communications and engagement planning.

Work with our community to develop spaces - community centre/hubs - that enhance access to resources and services

As part of the Te Newhanga Kāpiti Community Centre project, we are supporting the development of a social and community needs assessment to ensure that any future space will meet the current and future needs and aspirations of our community. We continue to engage with the community in several ways including through activities such as My Mothers Apron – Stories from the kitchen table, and Te Wiki Kaumātua, Senior's week.



Council's social investment initiatives

delivered

Ngā hāpai hapori – community support performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Formal Council-mandated and supported advisory groups are satisfied or very satisfied with opportunities to influence the content of Council strategies, policies and project planning.	Satisfied	Not measured	Not achieved	<p>Due to on-going disruption to advisory groups' ability to meet, we have not surveyed advisory group members.</p> <p>Developing an age-friendly approach has been a significant focus for the Older Person's Council.</p> <p>The Youth Council/ Ngā Rangatahi o Kāpiti achieved a number of projects including providing ThinkBig grants for youth led initiatives across Kāpiti, delivering a well-attended Kāpiti Enviro Youth Summit, and providing representation on a range of Council activities.</p> <p>The 2021/22 result was not achieved.</p>
Youth development programme deliverables are achieved.	Achieve	Achieved	Achieved	The 2021/22 result was achieved.
Residents who are satisfied with the Council's community support services.	85 percent	92 percent	Achieved	The 2021/22 result was 89 percent.
The Council's social investment programme enables services to deliver on community priorities.	Achieve	Achieved	Achieved	The 2021/22 result was achieved.

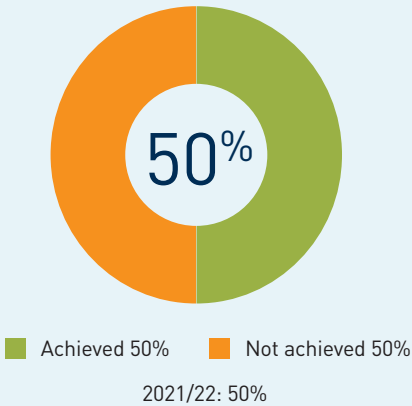


Mana whakahaere – governance

Purpose

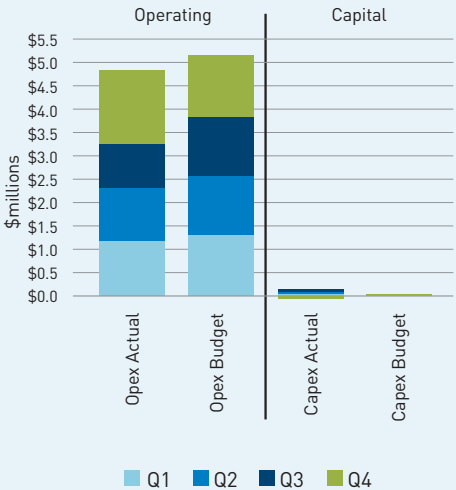
Contributing to communities’ resilience, connectedness, and sense of belonging through providing access to Council and managing democratic services.

Governance as at 30 June 2023



1 Achieved 0 Not achieved 1 Total

Operating and capital expenditure 2022/23



delivered

What we delivered

Continue to explore opportunities to enhance participation of Māori in the governance framework

Council resolved to continue governance arrangements for mana whenua adopted by the previous Council last triennium. One mana whenua representative from each of the District's three iwi may be appointed to the Strategy, Operations and Finance Committee, Social Sustainability Subcommittee and the Climate and Environment Subcommittee with full voting rights. One mana whenua representative (total) may be appointed to the Risk and Assurance Committee and there is provision for mana whenua appointments to the various grants allocation committees. Appointed mana whenua representatives may attend Council meetings, briefings and workshops with full speaking rights. All three iwi, Ngā Hapū o Ōtaki, Ngāti Toa Rangatira and Ātiawa ki Whakarongotai Charitable Trust have appointed representatives to positions this triennium. Mana whenua are funded to participate in governance processes at a level that is on par with the remuneration set for elected members.

Te Whakaminenga o Kāpiti continues to operate as an independent advisory to Council to support the partnership between Council and mana whenua in place via the Memorandum of Partnership.

Council commenced discussions with mana whenua around the establishment of a Māori ward ahead of the next 2025 local body elections, consideration of which will progress in the next financial year.

Elections

Local body elections were carried out on 8 October 2022 for Council, its five community boards and Greater Wellington Regional Council (GWRC), using the Single Transferable Voting (STV) system as the electoral system. These were conducted by Council's independent Electoral Officer from Election Services, with Council staff supporting as electoral officials as required under the Local Electoral Act 2001. The elections were carried out in accordance with all legislative and practical requirements under the Local Electoral Act 2001, with no significant issues or concerns arising.

Councillors were sworn in at an Inauguration Ceremony (and first formal Council meeting) on 27 October 2022 and Community Board Members were sworn in at each individual inaugural Community Board meeting held in either November or December 2022.



Inauguration of elected members.

At the second and third meetings of Council for the 2022-2025 triennium, a range of statutory governance mechanisms were put in place:

- The Mayor exercised her powers under section 41A of the Local Government Act 2002 and appointed the Deputy Mayor, along with establishing committees and subcommittees of Council and appointing chairpersons of each committee.
- Council appointed deputy chairperson's to and delegated powers to its committees, subcommittees and community boards.
- Councillors were appointed to a range of joint committees, external organisations and community boards.

New elected members were provided a comprehensive induction and training programme between October and December 2022 with briefings by Council staff across operational activities, a 2-day offsite for elected members, and a range of sessions to provide the necessary capability and knowledge for elected members comprising media, communications, legal, financial management, civic defence emergency management, health and safety, governance protocols and iwi partnerships.

In the financial year:

- Council adopted the Governance Statement for the 2022-2025 triennium as required under the Local Government Act 2002.
- Council entered into the Wellington Regional Triennial Agreement 2022-2025
- Council adopted an Elected Members' Remuneration, Expenses and Allowances Policy and a Fees Framework for non-elected members for the 2022-2025 triennium.
- Council confirmed mana whenua and community board representation on various committees and subcommittees

In October 2022, Covid-19 temporary amendments to the Local Government Act 2002 under the under the Epidemic Management – Covid-19 Notice 2020 lapsed. These temporary amendments enabled Council to relax quorum requirements so that members attending remotely would still count towards quorum. In March 2023, remote attendance provisions were re-introduced in response to Cyclone Gabrielle when the Government passed the Severe Weather Emergency Management Act. These provisions remain in place until 27 September 2024.

Citizenship ceremonies

Council hosted four citizenship ceremonies during the financial year and 255 individuals received their citizenship.

The Council and Committee meetings

Over the financial year, there were 16 Council meetings, 12 Strategy, Operations and Finance and two Risk and Assurance Committee meetings, 11 subcommittee meetings, 20 community board meetings, as well as 74 briefings and workshops. We held five Te Whakaminenga o Kāpiti meetings.



Elected members induction.

Official information requests

The Council received 245 requests for official information under the Local Government Official Information and Meetings Act 1987 for the financial year. This compares to 284 for the previous year.

delivered

Mana whakahaere – governance performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Council meeting agendas are available in hard copy in Council service centres and/ or District libraries within two working days prior to the meeting.	100 percent	100 percent	Achieved	The 2021/22 result was 100 percent (achieved).
Official information requests that are responded to within 20 working days.	100 percent	97.44 percent	Not achieved	A total of 5/6 requests were sent within 5 working days, with 2 being the result of a delay in the request being forwarded to the Official Information team, 2 being the result of a delay in approval sign-off, 1 being the result of a delay in processing the request, and 1 being the result of staff illness. The 2021/22 result was 97.3 percent (not achieved).



Whakawhanake umanga – economic development

Purpose

Contributing to providing opportunities for people to work and learn in Kāpiti and increasing prosperity in the local economy by delivering the Kāpiti Coast Economic Development Strategy and Implementation Plan through partnerships.

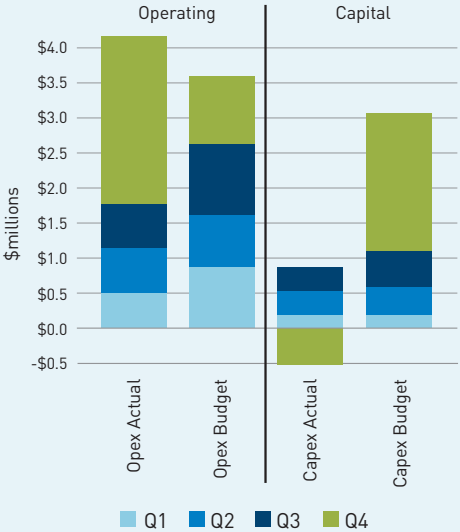
Economic development as at 30 June 2023



Achieved 100%
Not achieved 0%
2021/22: 100%

1 Achieved 0 Not achieved 1 Total

Operating and capital expenditure 2022/23



Full year capital underspend due to stopping the Te Uruhi project.

delivered

What we delivered

The Kāpiti Coast Economic Development Strategy's (EDS) implementation is moving along well. The current emphasis is on the creation of sector strategies and the execution of current plans using the resources at hand.

Major Events Funding

2022 funding was allocated to seven major events that help to make Kāpiti a great place to live and bring visitors into the District. This year we supported the Kāpiti Half Marathon, Kāpiti Food Fair, XTERRA Wellington, Ōtaki Kite Festival, Kāpiti Women's Triathlon, Māoriland Film Festival and the Matariki Ramaroa Festival. All these events have seen growth in visitor numbers from outside the District, with almost half of all visitors coming from other parts of Wellington and New Zealand. The investment in these events has returned almost \$5 million to the local economy this year.



Kāpiti Food Fair 2022.

Kāpiti Coast Workforce Plan 2022

A needs assessment and feasibility study were conducted to ascertain the viability of developing an education hub in the District. The results of that have led to the development of a skills and training hub concept that will act as an information site and portal to help rangatahi and other learners navigate the training pathways available in the District. Roll-out of the skills and training hub concept will begin in the second half of 2023.

Food & Beverage Industry Game Plan 2023

The food and beverage industry has been recognised as one that offers substantial prospects for economic growth and long-term sustainability by the Economic Development Kotahitanga Board and Kāpiti Coast District Council. We worked with the food and beverage industry to create a formal cluster focused on a collaborative work programme designed by the industry. The Food and Beverage Game Plan, which will assist Council to prioritise activities over the next five years and identify opportunities and challenges in key priority areas, was created with input from the cluster participants. This Game Plan assists the industry in enhancing its reputation, way of life, and commitment to environmental sustainability. Recent projects include the development of a food and beverage marketing pack, a "Kāpiti Coast Collective" that attended the Fine Food Show in Auckland, and pilot programmes like "Taste the Coast," a WOAP event.

Housing

The provision of infrastructure, services, and community amenities has been Council's main area of focus in the past. We have played and still play a regulatory role, and we also manage 118 older persons housing units in our portfolio. Given the serious housing issues in the District, we asked the community in 2021 if we should play a stronger role in housing during our Long-term Plan 2021-41 consultation process. More than half of the respondents agreed that we should.



- Established a Development Facilitation process to build relationships with developers and assist developers working on housing developments that meet our strategic goals.
- Worked with iwi to develop new rules for the District Plan to make it easier to build papakāinga.
- Had ongoing conversations with key government agencies, iwi, community housing organisations and developers to build understanding of the issues in Kāpiti, and to encourage greater investment in housing in our District that better targets what is most needed.

- Successfully applied to the Government's Infrastructure Acceleration Fund targeted at key infrastructure delivery in Ōtaki.
- Progressed a proposal to establish an affordable housing entity to increase the provision of affordable rental and ownership units in the District.
- Part funded and worked closely with an Emergency Housing Navigator working with people experiencing homelessness and those at risk of becoming homeless in the District, confirming Council's role.
- Accepted an invitation to prepare a Request for Proposal to access the Ministry of Housing and Urban Development's Affordable Housing Fund for grant funding to develop affordable housing on a Council owned site in Ōtaki in collaboration with Nga Hapu o Ōtaki.

Kāpiti Gateway (Te Uruhi)

Council agreed at a meeting on 2 March 2023, not to proceed with the Te Uruhi project due to significant cost escalations. Council also resolved to explore alternative ways to achieve the project objectives. In 2020, the estimated construction cost of the Te Uruhi facility was \$4.4million. The 2023 estimate with construction costs still rising, stood at \$8.4 million. Combined with related increases in projected operating costs, Council agreed the project was unaffordable.

Kāpiti Airport

Council remains open to discussions with relevant parties about the airport, including discussions with Puketapu ki Paraparaumu Trust (hapū) about their aspirations for the future of the airport and surrounding land. There has been no decision made about the Council's role in relation to the airport.

Council-controlled Organisation

Council has progressed work on the formation of an independent community land trust. This included consultation following a review of options for establishing an affordable housing entity, including the establishment a CCO. Although the CCO was not the preferred option for this purpose, we will consider establishing a CCO for other purposes in the future. The results of the consultation, as well as any decision to establish a community land trust, will be made during the long-term plan process.

Council is also supporting the Economic Development Kotahitanga Board (EDKB) to undertake an initial assessment of potential operational models. The EDKB is looking to establish an operational capability that maximises opportunities to secure investment, funding, and grants from a variety of public, private, and philanthropic organisations to support the delivery of economic development outcomes.

Work with iwi and the business community to implement the Kāpiti Coast Economic Development Strategy and develop a destination management plan and workforce plan

The Economic Development Kotahitanga Board reported to the Strategy, Operations and Finance Committee on the progress in the implementation of the Economic Development Strategy on 13 July 2023.

Whakawhanake umanga – economic development performance measures

Performance measures	Target	Result	Status	Comment and previous years result
The actions in the Kāpiti Coast Economic Development Strategy and Implementation Plan 2020–23 are delivered.	Achieve	Achieved	Achieved	The 2021/22 result was achieved.

delivered



↓ 17% from last year

Planning and regulatory services

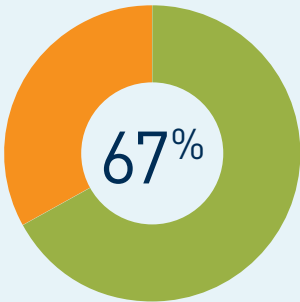


Mahere ā-rohe – Districtwide planning

Purpose

Contributing to providing access to suitable housing through efficient and effective development of policies and plans to encourage development and preserve the District’s unique character and natural environment.

Districtwide planning as at 30 June 2023

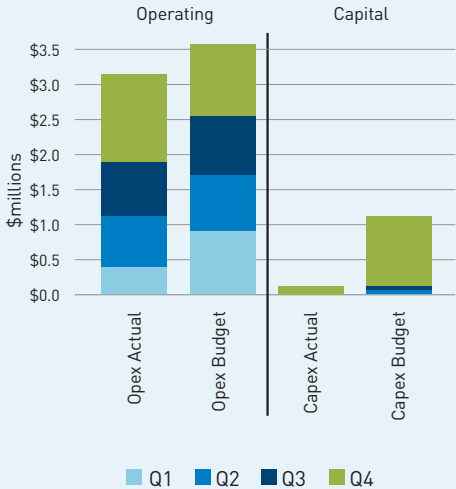


Achieved 67% Not achieved 33%

2021/22: 67%

2 Achieved 1 Not achieved 3 Total

Operating and capital expenditure 2022/23



Full year capital underspend due to strategic land purchase for housing not eventuating.

What we delivered

Support and enable increased supply and development of housing including land acquisition

Plan Change 2 to the Operative District Plan was publicly notified for submissions in August 2022, hearings were held in March/April 2023. Decisions on this Plan change were made by Council in August 2023. This plan change has been designed to enable more housing supply in urban areas throughout the District.

Develop and implement our District growth strategy

The implementation of Te Tupu Pai is being progressed through broader work on a Kāpiti blueprint – a long term vision and strategic direction. This includes work on the development of a monitoring framework, which had initially been progressed as part of the implementation of Te Tupu Pai.

Review our District Plan particularly to reflect National Policy Statement on Urban Development (NPS-UD) and medium density residential standards (MDRS)

Plan Change 2 to the Operative District Plan is intended to meet Council’s requirements to give effect to the intensification policies of the NPS-UD, and to include the MDRS in its District Plan. It was publicly notified

for submissions in August 2022, hearings were held in March/April 2023, and Council’s decision was made in August 2023.

Rolling review of the District Plan, including notification of changes to: Omnibus plan changes

The table below describes progress in 2022/2023 on omnibus plan changes.

Omnibus plan change	Status on 1st July 2022	Status on 30 June 2023
Proposed plan change 1A: Accessible car parking provisions	Public notification completed	Submissions and further submissions completed.
Proposed plan change 1B: Managing liquefaction risk for new buildings	Submissions and further submissions completed	All remaining steps completed (plan change operative).
Proposed plan change 1C: Cycle parking provisions	Public notification completed	Submissions and further submissions completed.
Proposed plan change 1D – Reclassification of Arawhata Road, Tutanekai Street and Ventnor Drive	Consultation on draft completed	Public notification, submissions and further submissions completed.
Plan change 1E – Rural Indigenous Biodiversity Incentives	Scoping and initial analysis completed	Consultation on draft completed.
Proposed plan change 1F – Modification of indigenous vegetation and update to key indigenous tree species list	Consultation on draft completed	Public notification, submissions and further submissions completed.
Proposed plan change 1K – Electoral signage	Consultation on draft completed	Public notification, submissions and further submissions completed.

delivered

Policy work programme: submissions made

- Submission to NZTA on He tohu huarahi Māori bilingual traffic signs programme.
- Submission to Climate Change Commission on 2023 draft advice to inform the strategic direction of the government's second emissions reduction plan.
- Submission to the Ministry of Business, Innovation, and Employment on the Proposed Amendments to National Policy Statement for Renewable Electricity Generation and Electricity Submission.
- Submission to Transport and Infrastructure Select Committee on the Land Transport Management (Regulation of Public Transport) Amendment Bill.

- Submission to MBIE on the Review of the Electricity (Hazards from Trees) Regulations 2003 Submission to Ministry of Health on Smoked Tobacco Regulatory Regime.
- Submission on review into the Future for Local Government.
- Submission on the Water Services Legislation Bill and the Water Services Economic Efficiency and Consumer Protection Bill.
- Submission on Natural and Built Environment Bill and Spatial Planning Bill – submission to Environment Committee.
- Submission on the Sale and Supply of Alcohol (Community Participation) Amendment Act.

- Proposed Change 1 to the Regional Policy Statement for the Wellington Region – submission to Greater Wellington Regional Council Inquiry into the future of inter-regional passenger rail in New Zealand – submission to Transport and Infrastructure Committee.
- Self-contained Motor Vehicles Legislation Bill – submission to Economic Development, Science and Innovation Committee.
- Biological Control of Sydney Golden Wattle – submission to Environmental Protection Agency.
- Local Government Electoral Legislation Bill – submission to Governance and Administration Committee.
- Review of the Building Consent System – submission to MBIE.
- Submission on the Water Services Entities Bill.
- Exposure draft of National Policy Statement for Indigenous Biodiversity (NPSIB) to Ministry for the Environment.
- Draft Regional Policy Statement Change 1 to Greater Wellington.
- Exposure draft of proposed changes to the National Policy Statement for Freshwater Management (NPS-FM) and the Resource Management (National Environmental Standards for Freshwater) Regulations 2020 (NES-F) to Ministry for the Environment.
- Greater Wellington Regional Council 2022 Revenue and Financing Policy.
- Metlink: Future Fares Review – submission to Greater Wellington Regional Council.

Have your say is our web portal where we invite you to have your say on projects and initiatives that affect you.



Mahere ā-rohe – Districtwide planning performance measures

Performance measures	Target	Result	Status	Comment and previous years result
<p>A forward programme of District Plan changes (dependent on timely completion of founding policies, strategies, and technical work) is developed and monitored.</p> <ul style="list-style-type: none"> • Omnibus plan change • Urban development plan • Flood-risk plan change • Coastal plan change • Urban development plan change • Mana whenua plan change. 	Notified 2023	Achieved	Achieved	<p>Omnibus plan change (target: notified 2021/2022): in October 2021, the Council approved work on 13 omnibus plan change topics. As of 30 June 2023, of those 13 potential plan changes, eight have now progressed past public notification, and a further one has been subject to consultation on a draft version of a plan change with Council likely to make a decision regarding public notification in 2023/2024. The remaining five are likely to be the subject of Council decisions determining their future in 2023/2024.</p> <p>Urban development (target: notified 2022): Plan Change 2 (Intensification) was publicly notified in August 2022. Hearings were completed in March/April 2023, and Council received the Independent Hearing Panel's report in June 2023. Decisions on this plan change were made by Council in August 2023.</p> <p>Flood risk plan change (target: notified 2023): notification of this plan change has been delayed pending completion of the flood risk map modelling updates. Council will be making decisions regarding the scope of this plan change in 2023/2024, and a new notification target date is likely to be established by Council in its next LTP 2024 – 2034.</p> <p>Coastal plan change (target: notified 2023): notification of this plan change has been delayed pending completion of the Takutai Kāpiti process. Council will be making decisions regarding the scope of this plan change in 2023/2024, and a new notification target date is likely to be established by Council in its next LTP 2024 – 2034.</p> <p>Urban development plan change and mana whenua plan changes (target: notified 2024): work on these plan changes has been delayed while iwi and Council focussed on Plan Change 2. Council will be making decisions regarding the scope of these plan changes in 2023/2024, and if any change to notification target dates are required these will be established by Council in its next LTP 2024 – 2034.</p>

delivered

Performance measures	Target	Result	Status	Comment and previous years result
All policies and bylaws are reviewed according to their statutory timeframes	100 percent	100 percent	Achieved	The 2021/22 result was 100 percent (achieved).
We efficiently and effectively develop policies and plans to encourage economic development in Kāpiti and preserve our District's unique character and natural environment.	75 percent	68 percent	Not achieved	<p>This result is derived from the Residents' Opinion Survey of 800 residents.</p> <p>Our growth strategy gives us a framework for where, when, how, and how dense we want growth to be in our District. It helps us shape land development and manage activities across our town centres and urban, rural and business areas, to support our District's needs now, and in the future.</p> <p>Our new growth strategy is a key tool in how we respond to climate change impacts while working within the physical constraints of the District, and for protecting our environment as we adapt to a low-carbon future.</p> <p>Our growth strategy will complement existing policies and strategies like the Climate Emergency Action Framework, and the Economic Development and Sustainable Transport strategies, and is being developed beside others, like the Open Spaces and Stormwater strategies.</p> <p>The 2021/22 result was 65 percent (not achieved).</p>

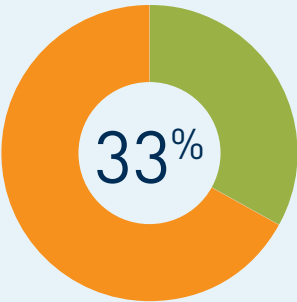


Ratonga whakaritenga – regulatory services

Purpose

Contributing to communities’ safety and health through consenting, permitting, and enforcement of policies, regulations, and bylaws.

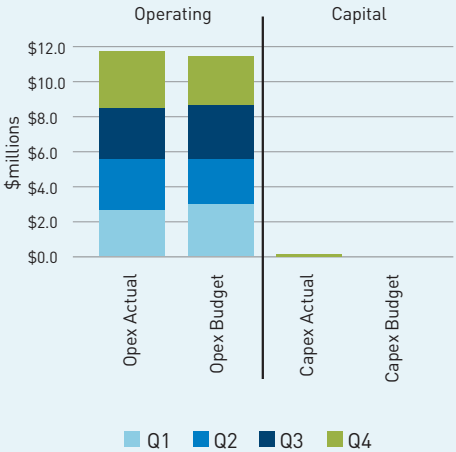
Regulatory services as at 30 June 2023



Achieved 33% Not achieved 67%
2021/22: 67%

1 Achieved 2 Not achieved 3 Total

Operating and capital expenditure 2022/23



delivered

What we delivered

- **1,366** service requests responded to for noise
- **405** service requests responded to for wandering dogs
- **2,213** service requests responded to for building enquiries
- **1,399** service requests responded to for land use.

Resource consents and compliance

We received 260 requests for resource consent in 2022/2023, and the team made 278 decisions. According to statistics, the number of applications has decreased by 33 percent when compared to 2021/2022, and this trend is also visible in the quantity of building consent applications that have been submitted. Sixty percent of the decisions made related to land use, twenty-four percent to subdivisions, and sixteen percent to miscellaneous applications.

This also demonstrates a change in the types of applications we received this year, since there were much fewer requests for authorisation for boundary activities and marginal exemptions. This could be directly related to the intensification process included in Plan Change 2, which aimed to reduce the requirement for resource consents for marginal activities.



A big shout out to our Depot and Regulatory team members who installed our new toxic algae water safety signs.

The processing time for resource consents gradually decreased in 2022/2023, with the longest length of 42 days occurring in the first quarter of the year. Like 2021/22, this may be explained by the substantial staff turnover at the time and the volume of resource consent requests that were submitted during this time.

This had significantly improved by Q4 to an average of 20 processing days, which met the RMA's statutory deadlines and represented the best processing time ever observed over the previous three years.

Throughout the year, monitoring the progress of the conditions of the Resource Consent continued. 853 monitoring inspections were recorded by the Compliance team during the course of the year, in line with the various stages of development.

Working with our customers, operators, and partner groups, we continue our programme of education, encouragement, and monitoring to support compliance and address non-compliance

One of the initiatives being undertaken involves analysing how pre-application meeting processes can be improved, thereby supporting the improved quality of applications. An outreach event in May 2023 with participating planning organisations was successful in re-opening dialogue with these key stakeholders.

Building Consents Authority (BCA) accreditation

The two-year International Accreditation New Zealand (IANZ) accreditation was confirmed October 2021 with our next accreditation audit scheduled October 2023. These audits are the culmination of a significant effort by council staff who coordinate a programme of quality assurance and business improvement over the intervening two-year period.

Building consents

In 2022/2023, we issued 1,110 building consents at a projected \$241.6 million. Additionally, we conducted 8,286 inspections and issued 790 certificates of code compliance. Like 2021/2022, we saw an increase in amendments and consents, product substitutions owing to material shortages, and scope reductions since it was difficult to recruit contractors and construction prices were greater than anticipated. Building consents may decline in the weeks coming up to Christmas because the sector is not currently as brisk as in years past.



Customer journey mapping

In late 2022, a position dedicated to customer experience was established and filled; the lessons learned from the customer journey mapping exercise later served as the inspiration for several projects. These included updating the Council website's consenting information, evaluating the pre-application procedures for resource consent, implementing a cycle of customer satisfaction surveys across regulatory activities, and creating a schedule of sector outreach events starting in 2023.

Animal management public spaces team

2,841 service requests were handled by the Public Spaces Animal Management team in total, which is down from 3,240 the year before. Customer service requests for lost dogs (405), dog noise complaints (397), and dogs found (317) were the three categories with the most requests.

With the appointment of Freedom Camping Ambassadors and support from MBIE, implementation of the Beach Bylaw and freedom camping in the District remain top priorities for the team.

delivered

Environmental health, licensing and compliance team

Like the previous year, there were 226 renewals and 45 new Food Act registrations made during the year (the bulk of which were a change of owner rather than a new business). In order to confirm that business owners are controlling risk, 164 food control plans were verified. The group issued 201 managers' certificates, 156 special licences, and 67 alcohol licences (for premises). All essential inspections, including 220 trade waste customers, 65 health-registered premises, and 141 linked to alcohol licences, were carried out.

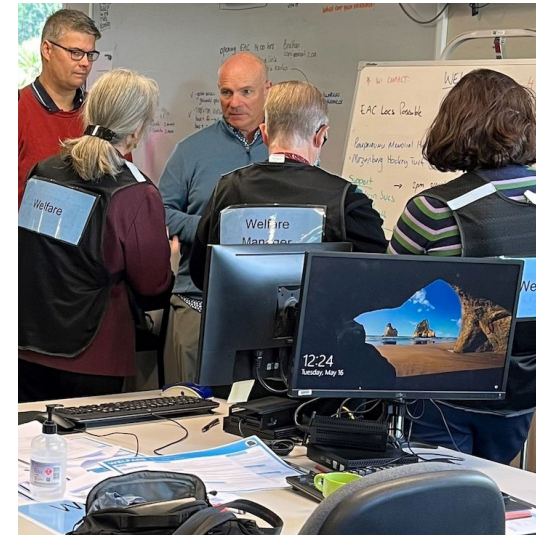
The team kept responding to reports of health nuisances, bylaw violations, and District Plan violations while observing an increase in aggressive behaviour from some community members. The staff's priority continues to be health and safety issues.

Emergency management

The Wellington Regional Emergency Management Office (WREMO) runs regular training for the community to practise setting up and running community hubs in a disaster. Council and regional emergency staff collaborated with government and volunteer agencies to turn up the tempo for their latest emergency response training exercise. Alongside their day-to-day jobs, Council staff regularly train to activate and run Kāpiti Coast's emergency operations centre (EOC) to manage a disaster response in the District.

As far as incidents in the reporting period, there were a few that went above and beyond regular operations, such as a mini-tornado and heavy rain events. Additionally, we sent staff to help with the cyclone response in Auckland and Hawkes Bay, and we incorporated the lessons we learned from those events into our operating procedures and planning. In response to the flooding issue, we also dispatched personnel to Gisborne.

Compared to five to ten years ago, there are more weather-related problems that we are dealing with now. Civil defence emergency management is becoming a vital component of business as usual.



Our EOC champions helping the Auckland flood response.

Ratonga whakaritenga – regulatory services performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Average working days to process building consents will not exceed 17 days.	Achieve	Achieved	Achieved	The 2021/22 result was average processing time of 11 days (achieved).
Average working days to process non-notified resource consents will not exceed 17 days, (excluding Resource Management Act s.37 extensions).	Achieve	Non-notified resource consents were processing within an average of 33 working days. 75% of the non-notified resource consents were processed within the 20 working days statutory timeframe required by the RMA.	Not achieved	Timeframes have statistically gotten better over the course of the year, with the fourth quarter marking the first instance in which the 20-day statutory limit was reached. The annual results were significantly impacted by staff turnover and many consent requests, particularly in quarters one and two. The 2021/22 result was average 25 working days (not achieved).
All dog attack and threatening behaviour requests for service (classified as urgent) are responded to within one hour of notification.	100 percent	MagiQ reporting shows 20 of the 29 (69%) relevant service requests was responded to in time (within one hour). Of these, the seven "Dog Attack - person" SRs were all responded to in time.	Not achieved	Public Spaces and Animal Management Team Leader advises that all service requests are responded to in time but are not being accurately updated to reflect this. The 2021/22 result was 100 percent (achieved).



No change from last year

Corporate



Paheko rangapū – corporate

Purpose

Contributing to our communities’ resilience, safety, health, and connectedness by enabling operational delivery of support functions to both internal and external customers and stakeholders to satisfy their resource and service needs.

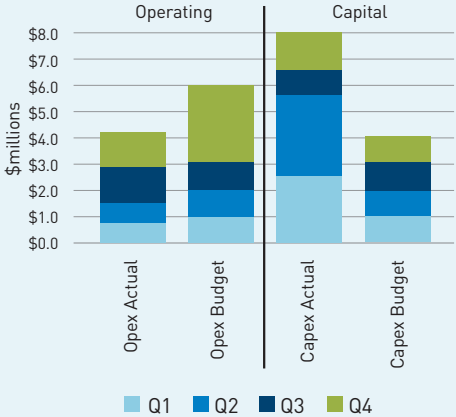
Corporate as at 30 June 2023



Achieved 100%
Not achieved 0%
2021/22: 100%

1 Achieved 0 Not achieved 1 Total

Operating and capital expenditure 2022/23



What we delivered

Digital Enablement Project

Initial planning and engagement for a digital enablement project have started. The project incorporates enhancements to three crucial elements of our online services that are available to customers; modernising online forms, growing online payment options, and examining digital signatures.

Risk and Assurance

We held the inaugural meeting of the Te Komiti Whakamauru Tūraru (Risk and Assurance Committee) for this triennium. This committee membership includes two independent members.

Annual Plan adoption

Council adopted its 2023/24 Annual Plan and confirmed rates for the 2023/24 financial year.

Gallup reports

We made some progress on putting our new People and Culture Strategy into practice. Several Gallup studies on workplaces and culture are worth reading:

- State of the Global Workplace, an annual report, has regional insights for Australia and New Zealand.
- Gallup on Culture: Even though some of the wording may not be familiar, focus on the meanings itself.

Supplier portal

The Procurement team has introduced a new supplier portal, accessed from our website, to improve interactions with suppliers outside of a formal tender process. The supplier portal will make it easy for suppliers to see examples of work coming up and learn about working with Council, register interest in working with Council, and tell Council about themselves and their capabilities.

delivered

Paheko rangapū – corporate performance measures

Performance measures	Target	Result	Status	Comment and previous years result
Staff have the materials and equipment they need to do their work right.	Improved result from previous engagement survey.	3.97 out of a total of 5	Achieved	The 2021/22 result was 3.96 (achieved).

Our finances

Statement of comprehensive revenue and expense	104
Statement of changes in net assets/equity	x
Statement of financial position	x
Statement of cash flows	x
Funding impact statement	x
Notes to the financial statements	x
Disclosure statement	x
Funding impact statements per activity	x

In this section we provide all the financial information required by law as part of the Annual Report.

It includes the full financial statements that show our actual expenditure and income, changes in our equity, total assets and liabilities and our cash flows for the 2022/23 financial year against budget.

The funding impact statements outline how we have funded our activities and the disclosure statement reports on how we are tracking against the benchmarks set by central government to measure our financial prudence.

Statement of comprehensive revenue and expense for the year ended 30 June 2023

2021/22 Actual \$000		Note	2022/23 Actual \$000	2022/23 Budget \$000
<i>Revenue</i>				
75,667	Rates	2	81,366	81,735
10,521	Fees and charges	3	11,182	11,862
10,796	Grants and subsidies	4	10,886	16,837
4,363	Development and financial contributions		9,088	3,949
3,475	Other operating revenue	5	4,308	51,879
104,822	Total revenue excluding gains		116,830	166,262
<i>Expenses</i>				
67,274	Operating expenses	6	74,576	74,356
23,421	Depreciation and amortisation	11,12	26,153	25,772
90,695	Total expenses		100,729	100,128
<i>Interest</i>				
1,346	Interest income		2,570	1,500
8,543	Interest expense		10,137	8,983
7,197	Total interest expense		7,567	7,483
6,930	OPERATING SURPLUS/(DEFICIT)		8,534	58,651
<i>Unrealised gains/(losses)</i>				
23,370	Unrealised gain/(loss) on revaluation of financial derivatives		2,947	7,210
23,370	Total unrealised gains/(losses)		2,947	7,210
30,300	NET OPERATING SURPLUS/(DEFICIT)		11,481	65,861
<i>Other comprehensive revenue and expense</i>				
117,071	Unrealised gain/(loss) from revaluation of property, plant, and equipment	11	221,945	36,633
117,071	Total other comprehensive revenue and expense		221,945	36,633
147,371	TOTAL COMPREHENSIVE REVENUE AND EXPENSE		233,426	102,494

1 As per 2022/23 Annual Plan.

Statement of changes in net assets/equity for the year ended 30 June 2023

	Accumulated funds Actual \$000	Reserves and special funds Actual \$000	Revaluation reserve Actual \$000	Total equity Actual \$000	Total equity Budget \$000
Opening balance at 1 July 2021	596,246	7,507	922,112	1,525,865	1,527,206
Net operating surplus/(deficit)	30,300	–	–	30,300	45,595
Unrealised gain/(loss) from revaluation of property, plant, and equipment	–	–	117,071	117,071	
Total comprehensive revenue and expense for the year	30,300	–	117,071	147,371	45,595
Transfer from revaluation reserve	174	–	(174)	–	–
Transfers from reserves and special funds	1,163	(1,163)	–	–	–
Transfers to reserves and special funds	(3,288)	3,288	–	–	–
Closing balance at 30 June 2022	624,595	9,632	1,039,009	1,673,236	1,572,801
Opening balance at 1 July 2022	624,595	9,632	1,039,009	1,673,236	1,601,823
Net operating surplus/(deficit)	11,481	–	–	11,481	65,861 ¹
Unrealised gain/(loss) from revaluation of property, plant, and equipment	–	–	221,945	221,945	36,633 ¹
Total comprehensive revenue and expense for the year	11,481	–	221,945	233,426	102,494
Transfers from revaluation reserve	789	–	(794)	(5)	–
Transfers from reserves and special funds	2,013	(2,013)	–	–	–
Transfers to reserves and special funds	(5,633)	5,633	–	–	–
CLOSING BALANCE AT 30 JUNE 2023	633,245	13,252	1,260,160	1,906,657	1,704,317

The accounting policies and accompanying notes on pages xxx to xxx form part of these financial statements. Explanation of the major variances against budget are provided in note 27.

30 June 2023

2021/22 Actual \$'000		Note	2022/23 Actual \$'000	2022/23 Budget \$'000
Current Assets				
15,274	Cash and cash equivalents	7	14,084	15,596
14,085	Trade and other receivables	8	20,542	14,552
158	Inventories		159	157
-	Non-current assets held for sale		2,212	-
45,765	Other financial assets	10	56,150	51,150
52	Loans	9	43	58
113	Derivative financial instruments	22	94	174
75,447	Total Current Assets		93,284	81,687
Non-Current Assets				
1,844,621	Property, plant and equipment	11	2,102,547	1,912,796
28	Forestry assets		28	29
3,120	Intangible assets	12	3,267	5,089
24,620	Other financial assets	10	5,093	30,720
269	Loans	9	234	706
9,996	Derivative financial instruments	22	12,510	16,079
1,882,654	Total Non-Current Assets		2,123,679	1,965,419
1,958,101	TOTAL ASSETS		2,216,963	2,047,106
Current Liabilities				
21,930	Trade and other payables	14	26,151	34,345
3,267	Employee benefits	15	3,945	2,724
1,692	Deposits	16	2,465	1,568
45,000	Borrowings	17	55,000	55,000
409	Provisions	18	725	75
55	Derivative financial instruments	22	-	125
72,353	Total Current Liabilities		88,286	93,837
Non-Current Liabilities				
109	Employee benefits	15	147	177
210,000	Borrowings	17	220,000	245,000
2,007	Provisions	18	1,873	3,627
396	Derivative financial instruments	22	-	148
212,512	Total Non-Current Liabilities		222,020	248,952
284,865	TOTAL LIABILITIES		310,306	342,789
Public Equity				
624,595	Accumulated funds		633,245	688,847
9,632	Reserves and special funds	20	13,252	8,306
1,039,009	Revaluation reserve	19	1,260,160	1,007,164
1,673,236	TOTAL PUBLIC EQUITY		1,906,657	1,704,317
1,958,101	TOTAL LIABILITIES AND PUBLIC EQUITY		2,216,963	2,047,106

30 June 2023

2021/22 Actual \$'000		Note	2022/23 Actual \$'000	2022/23 Budget \$'000
Cash flows from operating activities				
<i>Cash was provided from:</i>				
75,724	Kāpiti Coast District Council rates		81,247	80,800
15,725	Greater Wellington Regional Council rates collected		18,025	-
3,379	Grants and subsidies		3,108	2,854
1,183	Interest received		1,639	1,487
13,217	Fees and charges		21,515	17,968
(65)	GST (net)		(676)	977
109,163			124,858	104,086
<i>Cash was applied to:</i>				
65,099	Payments to employees and suppliers		74,307	62,539
15,725	Rates paid to Greater Wellington Regional Council		18,025	-
80,824			92,332	62,539
28,339	Net cash flow from operating activities	21	32,526	41,547
Cash flows from investing activities				
<i>Cash was provided from:</i>				
45,024	Proceeds from loan repayments/term deposit maturities		45,792	45,823
3,064	Proceeds from sale of assets held for sale, property, plant and equipment and intangibles		2,271	-
7,417	Proceeds from capital grants		7,778	13,346
55,505			55,841	59,169
<i>Cash was applied to:</i>				
45,442	Construction and purchase of property, plant and equipment and intangibles		63,732	79,889
51,029	Purchase of investments		36,623	57,292
96,471			100,355	137,181
(40,966)	Net cash flow from investing activities		(44,514)	(78,012)
Cash flows from financing activities				
<i>Cash was provided from:</i>				
-	Proceeds from short-term borrowings		-	-
70,000	Proceeds from long-term borrowing		65,000	90,000
70,000			65,000	90,000
<i>Cash was applied to:</i>				
8,232	Interest paid		9,202	8,968
-	Repayment of short-term borrowings		-	-
45,000	Repayment of long-term borrowing		45,000	45,000
53,232			54,202	53,968
16,768	Net cash flow from financing activities		10,798	36,032
4,141	Net increase/(decrease) in cash and cash equivalents		(1,190)	(433)
11,133	Total cash and cash equivalents at 1 July		15,274	16,029
15,274	TOTAL CASH AND CASH EQUIVALENTS AT 30 JUNE	7	14,084	15,596

Funding impact statement for the year ended 30 June 2023				
	2021/22 Budget \$000	2021/22 Actual \$000	2022/23 Budget \$000	2022/23 Actual \$000
Source of operating funding				
General rate, uniform annual general charge, rates penalties	26,445	25,940	29,718	30,332
Targeted rates	49,909	50,336	52,664	51,760
Grants and subsidies for operating purposes	2,958	3,378	2,845	3,108
Fees and charges	9,579	9,816	11,057	10,423
Interest and dividends from investments	611	1,346	1,500	2,570
Vested asset, Local authorities fuel tax, fines, infringement fees, and other	36,970	2,264	52,037	2,625
Total operating funding	126,472	93,080	149,821	100,819
Applications of operating funding				
Payments to staff and suppliers	64,501	67,179	74,356	74,437
Finance costs	8,150	8,543	8,983	10,137
Internal charges and overheads applied	–	–	–	–
Other operating funding applications	–	–	–	–
Total applications of operating funding	72,651	75,721	83,339	84,574
SURPLUS/DEFICIT OF OPERATING FUNDING	53,821	17,359	66,482	16,245
Source of capital funding				
Grants and subsidies for capital expenditure	14,185	7,417	13,992	7,778
Development and financial contributions	3,564	4,363	3,949	9,088
Increase (decrease) in debt	31,361	19,881	36,376	32,536
Gross proceeds from sale of assets	–	3,022	–	2,271
Lump sum contributions	–	–	–	–
Other dedicated capital funding	–	–	–	–
Total source of capital funding	49,110	34,683	54,317	51,672
Applications of capital funding				
Capital expenditure				
> to meet additional demand	7,837	2,077	5,914	2,131
> to improve the level of service	43,032	27,562	47,086	40,035
> to replace existing assets	22,595	15,814	31,700	19,353
Increase (decrease) in reserves	29,467	6,588	36,099	6,397
Increase (decrease) in investments	–	–	–	–
Total applications of capital funding	102,931	52,042	120,799	67,917
SURPLUS/DEFICIT OF CAPITAL FUNDING	(53,821)	(17,359)	(66,482)	(16,245)
FUNDING BALANCE	–	–	–	–

Notes to the financial statements

1. Statement of accounting policies

Reporting entity

Kāpiti Coast District Council (Council) is a territorial local authority established under the Local Government Act 2002 (LGA) and is based and operates in New Zealand. The relevant legislation governing the Council's operations includes the LGA and the Local Government (Rating) Act 2002.

The primary objective of Council is to cover the costs of providing services and managing the district's assets sustainably rather than aiming to make a profit. Accordingly, the Council has designated itself as a public benefit entity (PBE) for the purposes of the accounting standards framework applicable to public sector entities.

The financial statements presented in this report include a statement of comprehensive revenue and expense, a statement of changes in net assets/equity, a statement of financial position and a cash flow statement with supporting notes, encompassing all activities of the Council.

To ensure it is easy to see our performance across the Council, we have included separate funding impact statements for each activity as well as the whole of Council.

The financial statements of the Council are for the year ended 30 June 2023. The financial statements were adopted and authorised for issue by the Council on 26 October 2023.

Statement of compliance

The financial statements have been prepared in accordance with the requirements of the LGA and comply with generally accepted accounting practice in New Zealand (NZ GAAP).

Council is a Tier 1 entity and the financial statements have been prepared in accordance with and comply with the PBE Standards.

Basis of preparation

The financial statements have been prepared on a going concern basis, and the accounting policies have been applied consistently throughout the year.

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$000's) unless otherwise stated. The functional currency of council is New Zealand dollars.

The financial statements have been prepared on a historical cost basis, modified by the revaluation of certain assets and liabilities as identified in the accounting policies.

Accounting Standards issued and not yet effective, and not early adopted

There have been no accounting standards issued that have not been adopted in the year ended 30 June 2023.

Other changes in accounting policies

Financial instruments

In January 2017, the XRB issued PBE IPSAS 41 Financial instruments. This replaced PBE IPSAS 29 Recognition and Measurement and introduces into PBE standards the reforms introduced by NZ IFRS 9 in the for-profit sector. The Council was required to adopt PBE IPSAS 41 in the preparation of the 2022-23 Annual Report, whereby the main changes under this new standard relevant to the Council are;

- New financial asset classification requirements for determining whether an asset is measured at fair value or amortised cost; and
- A new impairment model for financial assets based on expected losses, which might result in earlier recognition of impairment losses

For more information regarding the changes between PBE IPSAS 29 and PBE IPSAS 41 are disclosed within Notes 8 and 22.

Service performance reporting

The Council is required under the Local Government Act 2002 to produce a Statement of Service Performance as part of its annual report. In November 2017, the XRB issued a new standard, Service Performance Reporting (PBE FRS 48). This standard establishes new reporting requirements for the public benefit entities (PBE's) to select and present service performance information. PBE's will need to provide users with;

- Sufficient contextual information to understand why the entity exists, what it intends to achieve in broad terms over the medium to long term, and how it goes about this; and
- Information about what the entity has done during the reporting period in working towards its boarded aims and objectives.

The Council was required to adopt PBE FRS 48 in the preparation for the 2022-23 Annual Report, which has resulted in more comprehensive disclosures within the non-financial section.

In addition to the application of PBE FRS 48, on 15 November 2022 Taumata Arowai (the New Zealand water services regulator), introduced new drinking water quality assurance rules replacing the previous "Drinking water standards for New Zealand 2005" issued by the Ministry of Health. For the 2022-23 year, Council reported against the former Ministry of Health's bacteria and protozoa measures for the period 01 July 2022 to 14 November 2023 and thereafter against Taumata Arowai's new Drinking Water Quality Assurance Rules from 15 November 2022 to 30 June 2023.

Summary of significant accounting policies

Significant accounting policies are included in the specific notes to which they relate.

Those policies that do not relate to a specific note are outlined below.

Revenue

Revenue is recognised to the extent that it is probable that the economic benefits or service potential will flow to the Council and the revenue can be reliably measured, regardless of when the payment is made.

Revenue is measured at the fair value of consideration received or receivable, taking into account contractually defined terms of payment and excluding taxes or duty.

Development and financial contributions

Development and financial contributions are non-exchange transactions and are recognised as revenue when the Council provides the service for which the contribution was charged.

Interest income

Interest income is recognised when it is earned using the effective interest rate method.

Expenses

Interest expense

Borrowing costs, including interest expense are recognised as expenditure in the period in which they are incurred.

Goods and Services Tax (GST)

All items in the financial statements are stated exclusive of GST except for receivables and payables which include the GST billed.

Other gains and losses

Other gains and losses include fair value adjustments on financial instruments at fair value through surplus or deficit.

Assets

Inventories

Inventories are valued at cost, adjusted when applicable, for any loss of service potential. The amount of write-down for the loss of service potential is recognised in surplus or deficit in the Statement of comprehensive revenue and expense. Cost is determined on a weighted average basis.

Forestry assets

Forestry assets are carried at fair value less estimated costs to sell.

Gains or losses arising on revaluation are recognised in surplus or deficit in the Statement of comprehensive revenue and expense. Costs incurred to maintain the forests are expensed in the period they are incurred.

Other

Foreign currency translation

Foreign currency transactions are translated into the New Zealand Dollar (NZD) using the spot exchange rate at the date of the transaction.

The Council has minimal foreign currency transactions. Purchases from overseas vendors are mainly library resources and computer software.

Allocation of overheads to significant activities

For the purposes of reporting performance by activity, all overhead costs from support service functions are allocated to Council's significant activities. The costs of internal services not already charged to activities are allocated as overheads (using appropriate cost drivers) such as actual usage, staff numbers and floor area.

Individually significant activity operating revenue and expenditure is stated inclusive of any internal revenue and internal charges.

The governance and tāngata whenua (i.e., elected members' costs) is reported as a separate activity as it represents a direct public service.

Budget figures

The budget figures presented in these financial statements are from the Council's 2022/23 Annual plan. The budget figures have been prepared in accordance with NZ GAAP, using accounting policies that are consistent with those adopted by the Council in preparing the financial statements.

Explanation of major variances between actual results and budgeted figures is provided in note 27.

Accounting judgements and estimations

Preparing the financial statements using PBE Standards requires management to make judgements, estimates and assumptions concerning the future that affect the application of policies and reported amounts of assets, liabilities, revenue, and expenses.

Management bases its assessments on historical experience and other factors which are reviewed on an ongoing basis. The subsequent actual results may be different.

Significant judgments, estimates and assumptions have been used for measurement of the following:

- the cost of our environmental obligations in respect to the closure of the Otaihanga landfill – see note 18,
- the valuation of infrastructural assets – see note 11,
- the determination of estimated useful lives and residual values for property, plant, and equipment – see note 11,
- the valuation of long-term employee entitlements – see note 15, and
- the valuation of financial derivatives – see note 22.

2. Revenue from rates

2021/22 Actual \$000		2022/23 Actual \$000
	Revenue from exchange transactions:	
	Targeted rates	
4,634	Districtwide water supply volumetric rate	4,365
4,634	Total rates from exchange transactions	4,365
	Revenue from non-exchange transactions:	
	General rates	
25,337	Districtwide	29,606
	Targeted rates	
19,741	Community facilities rate	21,158
217	Hautere/Te Horo water supply rate	275
69	Ōtaki community rate	74
45	Paekākāriki community rate	51
79	Paraparaumu/Raumati community rate	187
10,221	Districtwide roading rate	9,501
2,704	Districtwide stormwater rate	2,983
90	Waikanae community rate	93
8,963	Districtwide wastewater disposal rate	9,543
4,833	Districtwide water supply fixed rate	5,008
563	Commercial rate	564
(1,209)	Less internal rates	(1,325)
(614)	Less rates remitted	(717)
71,039	Total rates from non-exchange transactions	77,001
75,673	Total rates from exchange and non-exchange transactions	81,366
93,553	Total rates levied	101,949
(1,209)	Less internal rates	(1,325)
(614)	Less rates remitted	(717)
(16,057)	Less Greater Wellington Regional Council rates	(18,541)
75,673	Total revenue from rates	81,366

Accounting policy

Revenue from rates is measured at fair value. General and targeted rates are set annually by way of a rates resolution by the Council. Rates revenue is measured at the amount assessed, which is the fair value of the cash received or receivable. The Council recognises revenue from rates when the rates are set, and the rates assessments have been provided. Rates are invoiced in quarterly instalments during the financial year. Rates are a tax as they are payable under the Local Government (Rating) Act 2002 and therefore meet the definition of non-exchange transactions.

Water rates are based on a fixed portion plus a volumetric charge for usage determined by meter readings once the service has been delivered. As the rates charged are based on a per unit consumption basis, water rates by meter are considered to be an exchange transaction. Revenue from water rates is recognised on an accrual basis. Unbilled usage as a result of unread meters at year end is accrued on an average usage basis.

Rates remissions are recognised when the Council has received an application that satisfies its Rates Remission Policy. Rates income is shown net of any rate remissions and rates levied on Council-owned properties. Rates levied on Council-owned properties and rates remissions are excluded from expenditure.

Rates collected on behalf of Greater Wellington Regional Council are not recognised in the Statement of comprehensive revenue and expenses as the Council acts as an agent for Greater Wellington.

Rates remissions		
2021/22 Actual \$000		2022/23 Actual \$000
60	Council community properties, sporting, recreational and other community organisations	63
93	Residential rating units containing two separately habitable units	102
252	Financial hardship	271
30	Conservation Remission	28
179	Residential water leak remission	253
614	Total rates remissions	717

Rate remissions granted during the year in accordance with the Council's rates remission and postponement policies total \$0.72 million (2022: \$0.61 million). Total rates levied on council-owned properties were \$1.32 million (2022: \$1.21 million).

Summary of rates funding surplus	
	2022/23 Actual \$000
Operating surplus/(deficit)	8,534
Adjustments for non-rates funded revenue and expenditure	
Add: unfunded depreciation	3,095
Add: Expenditure funded by reserves and special funds	261
Add: (Gain)/Loss on Sale of Assets	(1,708)
Add: Revaluation of Forestry Asset movement	-
Less: Capital subsidies	(5,229)
Less: Development and Financial Contributions	(9,088)
Less: Vested Assets	(1,325)
Underlying rates deficit	(5,460)
Represented by:	
Water account surplus	(832)
Net overspend across the organisation	(4,628)
Underlying rates deficit	(5,460)

The underlying rates funding deficit of \$5.46 million is different to the operating surplus of \$8.53 million as per the statement of comprehensive revenue and expense due to the following:

- Operating surplus/(deficit) covers all the Council's operating revenue and expenditure from all funding sources.
- Rates funding surplus/(deficit) only covers the Council's revenue and expenditure that is rates funded.

The rates funding deficit ended with \$5.5m against a budgeted deficit of \$1.3m. The budgeted deficit was intended and was funded by water activity surplus. The deficit for the year was \$4.2m higher than budget mainly due to:

- \$0.9m less revenue from fees and charges,
- \$1.8m grants from Waha Kotahi (due to less spend for renewal access and transport capital projects),

- \$0.4m lower than budgeted growth (actual growth 0.74% against budget growth 0.8%),
- \$0.4m higher than budgeted depreciation (resulted from high revaluation of assets on 30 June 2021), and
- \$0.9m unbudgeted leave provision.

Rating base information			
Year	Rating units	Total capital value of rating units \$000	Total land value of rating units \$000
2018/19			
Rateable units	25,053	14,816,185	7,122,954
Non-rateable units	722	555,506	242,781
Total	25,775	15,371,691	7,365,735
2019/20			
Rateable units	25,150	14,977,699	7,139,624
Non-rateable units	789	565,346	244,805
Total	25,939	15,543,045	7,384,429
2020/21			
Rateable units	25,321	15,136,250	7,177,818
Non-rateable units	800	736,123	378,913
Total	26,121	15,872,373	7,556,731
2021/22			
Rateable units	25,465	19,663,160	10,604,392
Non-rateable units	816	743,365	379,834
Total	26,281	20,406,525	10,984,226
2022/23			
Rateable units	25,592	19,818,958	10,624,712
Non-rateable units	845	750,718	390,025
Total	26,437	20,569,676	11,014,737

The Council is required by the LGFA Guarantee and Indemnity Deed to disclose in its financial statements its annual rates income. The Deed defines annual rates income as an amount equal to the total revenue from any funding mechanism authorised by the Local Government (Rating) Act 2002 together with any revenue received by Council from other local authorities for services provided (and for which the other local authorities rate).

The annual rates revenue of the Council for the purpose of the LGFA Guarantee and Indemnity Deed disclosure are as per note 2.

3. Revenue from fees and charges

2021/22 Actual \$000		2022/23 Actual \$000
	Revenue from exchange transactions:	
1,394	Sale of goods and services	1,489
1,971	Rent from lease of council-owned properties	2,281
3,365	Total fees and charges from exchange transactions	3,770
	Revenue from non-exchange transactions:	
6,451	Sale of goods and services	6,653
705	Fines and penalties	759
7,156	Total fees and charges from non-exchange transactions	7,412
10,521	Total fees and charges	11,182

Revenue from sale of goods and services includes building and resource consent fees, licence fees, library charges, and LIM reports.

Fines and penalties include penalties for late payment of rates of \$0.73 million (2022: \$0.60 million) and traffic infringements of \$0.02 million (2022: \$0.02 million). It also includes library fines and prosecutions for animal management and noise infringements.

Accounting policy

Revenue from operating activities is generally measured at the fair value of the consideration received or receivable.

Exchange transactions

i). Sale of goods

Revenue from the sale of goods is recognised when the significant risk and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods, when the amount of revenue can be measured reliably, and it is probable that the economic benefits or service potential associated with the transaction will flow to the Council.

ii). Rental revenue

Rental revenue is accounted for on a straight-line basis over the lease or rental term. Council receives rentals from properties used for operating activities e.g., community housing, and from properties that are held for future strategic purposes e.g., infrastructural developments. Council does not hold any properties for investment purposes.

Non-Exchange transactions

The Council undertakes various activities as part of its normal operations which generate revenue, but generally at below market prices or at fees and user charges subsidised by rates. Revenue from the sale of goods or services at a price that is not approximately equal to the value of the goods provided by the Council is considered a non-exchange transaction. Generally, there are no conditions attached to such revenue.

i). Rendering of services

Revenue from such subsidised services is recognised when the Council issues the invoice or bill for the service. Revenue is recognised at the amount of the invoice or bill, which is the fair value of the cash received or receivable for the service.

Revenue is recognised by reference to the stage of completion of the service to the extent that the Council no longer has an obligation to refund the cash received for the service (or to the extent that the customer has the right to withhold payment from the Council for the service) if the service is not completed.

ii). Sale of goods –subsidised

Revenue from the sale of such subsidised goods is recognised when the Council issues the invoice for the goods. Revenue is recognised at the amount of the invoice which is the fair value of the cash received or receivable for the goods.

iii). Fines and penalties

Revenue from fines and penalties (e.g., traffic and parking infringements, overdue library items, animal management and noise control prosecutions) is recognised when infringement notices are issued or when the fines/penalties are otherwise imposed. Revenue is recognised at the amount of cash received or receivable for the infringement.

Penalties for late payment of rates are recognised as revenue when rates become overdue.

4. Revenue from grants and subsidies

2021/22 Actual \$000		2022/23 Actual \$000
	Revenue from non-exchange transactions	
7,417	Capital grants	7,778
3,379	Operating grants	3,108
10,796	Total grants and subsidies from non-exchange transactions	10,886

Accounting policy

Grants, subsidies, and funding subsidies received are recognised as revenue when control is obtained of the transferred asset (cash, goods, other assets or services) and the transfer is free from conditions that require the Council to refund or return the asset if the conditions relating to the assets are not fulfilled. When grants and subsidies include a condition, a liability is recognised until the Council has satisfied the conditions when the revenue is recognised.

Waka Kotahi NZTA

The Council receives grants and subsidies revenue from Waka Kotahi (NZTA) which subsidises part of the cost of maintenance and capital expenditure on the local roading infrastructure. The right to receive the funding from NZTA arises once the work is performed therefore revenue is recognised when receivable as there are no further conditions attached to the funding. Capital grants of \$3.16 million (2022: \$3.34 million) were used to subsidise the construction or renewal of new and existing local roading and operating grants of \$2.58 million (2022: \$2.63 million) was used towards the cost of maintaining existing local roading.

Mahara Gallery

The Council and the Mahara Gallery Trustees have a Memorandum of Understanding to work together, to establish the Mahara Gallery as the District Gallery for Kāpiti. The project involves rebuilding the current gallery on its existing site situated within Mahara Place, Waikanae. During the 2022-23 year the Ministry for Culture & Heritage contributed an additional \$0.432m as contingency funding in addition to their initial \$1.733m grant, of which \$0.480m had carried over from 30 June 2022. During 2022-23 the Council has also received \$1.747m from the Mahara Gallery Trust as a capital contribution to offset the incurred project expenditure. The project received \$0.100m as an operating grant during 2022-23, from the "Better off Funding" (BoF) agreement between the Department of Internal Affairs and the Council as part of the Three Waters Reform programme. The project is due to be completed and open to the public on 28 October 2023.

Infrastructure Acceleration Fund

In June 2021, the New Zealand Government announced the Infrastructure Acceleration Fund (IAF) initiative as part of the Housing Acceleration Fund announced in March 2021. The IAF is designed to allocate funding to enable a meaningful contribution to housing outcomes in areas of need. The Council and Kāinga Ora-Home and Communities have subsequently entered into an agreement to deliver a 1,040 housing development in Ōtaki, which is to be delivered between 2023-2029. During the 2022-23, the Council received a capital grant of \$1.627m which was to compensate the Council's expenditure in potable water supply and the land acquisition for the project.

5. Other operating revenue

2021/22 Actual \$000		Note	2022/23 Actual \$000
	Revenue from exchange transactions		
1,313	Realised gain on disposal of property, plant and equipment		1,715
433	Other Revenue		116
1,746	Total other operating revenue from exchange transactions		1,831
	Revenue from non-exchange transactions		
732	Vested assets	11	1,325
20	Donations and sponsorships		20
281	Local government petrol tax		245
696	Other revenue		887
1,729	Total other operating revenue from non-exchange transactions		2,477
3,475	Total other operating revenue		4,308

Vested assets are mainly infrastructural assets such as roading, drainage, water and wastewater assets that have been constructed by Waka Kotahi (NZTA) or subdivision developers.

Ownership of these assets transfers to the Council as part of the consent process at the end of the subdivision development or when a state highway is revoked and become a local road.

Water Services Reform Programme

The New Zealand Government is currently undertaking a reform programme for Three Waters (drinking water, wastewater, and stormwater) service delivery. During 2022-23 the Council received transitional funding of \$0.406m which has been classified as Other Revenue "non-exchange" funding.

6. Operating expenses

2021/22 Actual \$000		2022/23 Actual \$000
	Ernst & Young	
197	Audit of financial statements	242
-	Audit of long-term plan	-
3	Audit of debenture trust deeds	3
	Impairments and unrealised losses	
102	Loss on disposal of property, plant and equipment	7
36	Unrealised loss on fair value of forestry assets	-
443	Impairment of property, plant and equipment	17
(22)	Net increase/(decrease) of impairment of receivables	107
	Governance	
812	Councillor fees and costs	896
	Personnel costs	
31,491	Staff remuneration	36,290
2,087	Other personnel costs	2,405
2,614	Fixed term resourcing	2,582
1,008	Employer superannuation (including KiwiSaver)	1,132
342	Staff training	616
	Other	
134	Transport costs	148
819	Grants and sponsorships	1,048
994	Legal costs	775
1,936	Insurance	2,328
2,448	Operating projects	4,001
692	Operating lease rentals	707
2,710	Heat, light, power (energy)	2,814
314	Communications	352
1,255	Professional services	1,032
279	Printing and stationery	321
43	Bank charges	52
16,543	Other	16,701
67,280	Total other operating expense	74,576

Accounting policy

Vested assets

Where a physical asset is acquired for nil or nominal consideration, with no conditions attached, the fair value of the asset received, as determined by active market prices, is recognised as non-exchange revenue. Assets vested to the Council are recognised as revenue when control over the asset is transferred to the Council.

The fair value of vested or donated assets is usually determined by reference to the cost of constructing the assets. For assets received from property developments, the fair value is based on construction price information provided by the property developer.

Realised and unrealised gains/losses

Gains/losses include realised gains/losses on the disposal of property, plant and equipment or an unrealised fair value increase/decreases on the revaluation of forestry assets.

Governance and Personnel costs

Governance costs relate to the remuneration made to all elected members, comprising the Mayor, Councillors and Community Board members.

Personnel costs relate to the remuneration paid directly to staff (permanent and fixed term), other employee benefits such as KiwiSaver and other associated costs such as recruitment and training.

Grants and sponsorships

Discretionary grants (where approval or rejection is at the Council's discretion) are recognised as expenditure when the Council approves the grant and communication to this effect is made to the applicant.

Operating leases (Council as lessee)

The Council leases certain property, plant, and equipment under operating leases. Payments made under these leases (net of any incentives received from the lessor) are expensed on a straight-line basis over the term of the lease.

7. Cash and cash equivalents

2021/22 Actual \$000		2022/23 Actual \$000
9	Cash on hand	10
5,265	Cash at bank	4,074
10,000	Short term deposits	10,000
15,274	Total cash and cash equivalents	14,084

8. Trade and other receivables

2021/22 Actual \$000		2022/23 Actual \$000
14,085	Current	20,542
–	Non-Current	–
14,085	Total trade and other receivables	20,542
	Trade and other receivables	
10,295	Trade receivables	14,534
3,248	Rates receivable	3,494
419	Prepayments	2,576
643	GST Receivable	1,025
(520)	Less allowance for credit losses	(1,087)
14,085	Total trade and other receivables	20,542

Accounting policy**Cash and cash equivalents**

Cash and cash equivalents are held for the purpose of meeting short-term cash commitments rather than for investment or other purposes. It includes cash on hand, deposits held on call with banks, other short-term highly liquid investments with maturities of three months or less.

Bank balances are interest bearing and earn interest based on current floating bank deposit rates. Short-term deposits are made with a registered bank, with a credit rating of at least A+, for varying periods depending on the immediate cash requirements and short-term borrowings of the Council and earn interest at the applicable term deposit rates.

Trade and other receivables

Trade and other receivables are initially measured at their face value, less allowance for credit losses. Receivables are generally short-term and non-interest bearing. The carrying value approximates the fair value.

A receivable is considered to be uncollectable when there is evidence that the amount due will not be fully collected. The amount that is uncollected is the difference between the amount due and the present value of the amount expected to be collected.

All receivables greater than 30 days in age are considered to be past due.

The expected credit loss provision has been calculated based on historical credit loss experience, adjusted for forward looking factors specific to the debtors and the economic environment. Individually impaired receivables are determined to be impaired if the debtor has significant financial difficulties.

Allowance for expected credit loss of trade and other receivables

2021/22 Actual \$000		2022/23 Actual \$000
-	Opening Balance adjustment due to adoption of PBE IPSAS 41	(27)
467	Individual impairment ¹	571
53	Collective impairment	56
520	Allowance of doubtful debts for trade receivables at 30 June	600

¹2022-23 year includes \$24,382 of debt provided in accordance with section 90A of the Local Government (Rating) Act 2023.

Movements in the provision for impairment of receivables are as follows:

Movement in the allowance for credit losses

2021/22 Actual \$000		2022/23 Actual \$000
542	Balance at 1 July measured under PBE IPSAS 29	520
-	ECL adjustment due to adoption of PBE IPSAS 41	(27)
542	Opening balance for expected credit losses at 1 July	493
(75)	Provision Utilised	(27)
97	Increase in provision	184
(44)	Released unused provisions	(50)
520	Closing balance for expected credit losses at 30 June	600

The aging profile of receivables excluding property rates, for the year ended 30 June:

Trade and other receivables (excluding property rates)						
	2022/23 Gross \$000	2022/23 Provision \$000	2022/23 Net \$000	2021/22 Gross \$000	2021/22 Provision \$000	2021/22 Net \$000
Not past due	12,295	2	12,293	7,999	-	7,999
1-30 days	350	-	350	407	-	407
31-60 days	137	-	137	836	-	836
> 90 days	6,320	228	6,092	3,605	196	3,409
Total	19,102	230	18,872	12,847	196	12,651

The aging profile of property rates for the year ended 30 June:

Rates receivables						
	2022/23 Gross \$000	2022/23 Provision \$000	2022/23 Net \$000	2021/22 Gross \$000	2021/22 Provision \$000	2021/22 Net \$000
Not past due	1,641	-	1,641	1,374	-	1,374
Up to 2 years	216	187	29	199	139	60
2 to 5 years	86	86	-	88	88	-
Over 5 years	97	97	-	97	97	-
Total	2,040	370	1,670	1,758	324	1,434

9. Loans

2021/22 Actual \$000		2022/23 Actual \$000
Current		
44	Water conservation loans	35
8	Loans to community organisations	8
52	Total current loans	43
Non-current		
102	Water conservation loans	75
610	Loans to community organisations	619
(443)	Impairments	(460)
269	Total non-current loans	234
321	Total loans	277

Accounting policy

Loans

Loans are initially measured at their fair value, and subsequently at amortised cost using the effective interest method, less any impairment.

A loan is considered to be impaired when there is evidence that the amount due will not be fully collected. The amount that is uncollected is the difference between the amount due and the present value of the amount expected to be collected.

Water conservation loans

Council provides interest-free loans (up to \$5,000) to property owners who wish to install approved water conservation devices to reduce water use. The Council recovers the loans by way of a targeted rate on the property. The period of repayment is up to 10 years.

Loans to community organisations

Kāpiti Hockey Turf Trust

Loans to community organisations include a loan to the Kāpiti Hockey Turf Trust for laying artificial turf and construction of a new pavilion to meet standards for hosting national and international tournaments. The current market interest rate of 4.90% has been applied to this loan.

Air Chathams

Council provided a \$500k concessionary loan to Air Chatham's to maintain a minimum level of air services between the Kāpiti Coast airport and Auckland airport. The loan is interest-free with a repayment term of up to 5 years. To determine the discounted fair value of the loan as at 30 June 2023, an effective market interest rate of 3.86% has been applied.

Given the significant challenges faced by the airline industry in the post COVID-19 environment, the Council has elected to fully impair this loan. This does not alter Air Chathams' obligations under the loan agreement.

Loans		
2021/22 Actual \$000		2022/23 Actual \$000
788	Opening balance	321
14	Additions	10
(54)	Repayments	(54)
(443)	Impairments	(17)
16	Effective interest adjustment	17
321	Total loans	277

10. Other financial assets		
2021/22 Actual \$000		2022/23 Actual \$000
	Current Deposits	
45,000	Term deposits	55,000
765	NZ Local Government Funding Agency	1,150
45,765	Total current other financial assets	56,150
	Non-current Shares	
100	NZ Local Government Funding Agency	100
15	Civic Financial Services	14
4,485	NZ Local Government Funding Agency	4,959
20	Fonterra perpetual	20
	Deposits	
20,000	Term deposits	-
24,620	Total non-current other financial assets	5,093
70,385	Total other financial assets	61,243

Bank deposits

Term deposits are made with a registered bank, with a credit rating of at least A+. Council holds term deposits as part of its overall liquidity risk management programme, whereby it pre-funds upcoming debt maturities. The carry amount of term deposits approximates their fair value.

Shares

The Council holds the following shares:

- The New Zealand Local Government Funding Agency (LGFA), 100,000 ordinary shares and 100,000 ordinary unpaid shares.
- Civic Financial Services Limited (formerly Civic Assurance), 14,909 shares.

Notes

The LGFA Borrower Notes are subordinated convertible debt instruments which each council that borrows from LGFA must subscribe for, this is currently set at 2.5% of the amount borrowed. LGFA will redeem Borrower Notes when the councils' related borrowings are repaid or no longer owed to LGFA or may be converted into equity under specific circumstances. There is no active market for the trade of borrower notes nor has there been any reported default that would trigger an equity conversion event, the Council therefore values these notes at their redeemable value.

11. Property, plant, and equipment

2022/23	Cost/Revaluation								Accumulated depreciation						Carrying amount	
	Opening balance \$'000	Additions \$'000	Vested assets \$'000	Disposals \$'000	Revaluation \$'000	Impairment \$'000	Transfers (to/from) \$'000	Closing balance \$'000	Opening balance \$'000	Depreciation \$'000	Disposals \$'000	Revaluation \$'000	Transfers (to/from) \$'000	Closing balance \$'000	Opening balance \$'000	Closing balance \$'000
<i>Operational assets</i>																
Buildings and improvements	63,457	-	-	(144)	(3,888)	-	9,463	68,888	(4,528)	(2,655)	144	6,929	111	1	58,929	68,889
Computers and office equipment	3,064	86	-	(1,001)	-	-	638	2,787	(2,142)	(511)	1,001	-	-	(1,652)	922	1,135
Furniture and chattels	2,808	-	-	(239)	-	-	657	3,226	(1,401)	(401)	239	-	(57)	(1,620)	1,406	1,605
Land	38,518	-	-	(510)	35,726	-	2,288	76,022	-	-	-	-	-	-	38,518	76,022
Library collections	3,762	-	-	(213)	-	-	432	3,981	(1,896)	(349)	213	-	-	(2,032)	1,866	1,949
Motor vehicles	3,455	-	-	(427)	-	-	597	3,625	(2,148)	(248)	380	-	-	(2,016)	1,307	1,609
Plant and machinery	3,507	-	-	(139)	-	-	172	3,540	(2,567)	(197)	133	-	-	(2,631)	940	909
Items under construction	7,524	17,831	-	-	-	-	(19,776)	5,579	(2)	-	-	-	-	-	7,522	5,579
Total operational assets	126,095	17,917	-	(2,673)	31,838	-	(5,529)	167,648	(14,684)	(4,361)	2,110	6,929	56	(9,950)	111,410	157,697
<i>Infrastructural assets</i>																
Bridges	18,308	-	-	-	6,860	-	(1,467)	23,701	(214)	(543)	-	757	-	-	18,094	23,701
River flood protection and control works	1,280	-	-	-	-	-	-	1,280	-	(22)	-	-	-	(22)	1,280	1,258
Roading – land under road	767,738	-	-	-	10,342	-	95	778,175	-	-	-	-	-	-	767,738	778,175
Roading and footpaths	413,677	-	675	(34)	39,473	-	9,409	463,200	(2,081)	(7,462)	34	9,544	(35)	-	411,596	463,200
Seawalls	9,119	-	-	-	-	-	111	9,230	1	(650)	-	-	-	(649)	9,120	8,581
Stormwater drainage	80,005	-	235	-	6,336	-	-	86,576	-	(1,246)	-	-	-	(1,246)	80,005	85,330
Wastewater – other assets	136,817	-	228	(11)	12,697	-	-	149,731	(6)	(3,177)	11	-	(5)	(3,177)	136,811	146,554
Wastewater treatment plants and facilities	27,012	-	-	-	-	-	7	27,019	(48)	(1,412)	-	-	-	(1,460)	26,964	25,559
Water – other assets	111,453	-	187	(13)	10,349	-	81	122,057	(13)	(2,698)	13	-	-	(2,698)	111,440	119,359
Water treatment plants and facilities	29,226	-	-	-	-	-	-	29,226	-	(1,349)	-	-	-	(1,349)	29,226	27,877
Items under construction	47,992	40,382	-	-	-	-	(6,713)	81,661	(36)	-	-	-	35	(1)	47,956	81,660
Total infrastructural assets	1,642,627	40,382	1,325	(58)	86,057	-	1,523	1,771,856	(2,397)	(18,559)	58	10,301	(5)	(10,602)	1,640,230	1,761,254
<i>Restricted assets</i>																
Buildings and improvements	37,065	-	-	(1)	(3,167)	-	3,507	37,404	(4,879)	(2,548)	1	7,476	(51)	(1)	32,186	37,403
Land	58,927	-	-	-	82,512	-	2,295	143,734	-	-	-	-	-	-	58,927	143,734
Items under construction	1,868	3,176	-	-	-	-	(2,584)	2,460	-	-	-	-	-	-	1,868	2,460
Total restricted assets	97,860	3,176	-	(1)	79,345	-	3,218	183,598	(4,879)	(2,548)	1	7,476	(51)	(1)	92,981	183,597
TOTAL PROPERTY, PLANT AND EQUIPMENT	1,866,582	61,475	1,325	(2,732)	197,240	-	(788)	2,123,102	(21,960)	(25,468)	2,169	24,706	-	(20,553)	1,844,621	2,102,547

11. Property, plant, and equipment (continued)

2021/22	Cost/Revaluation								Accumulated depreciation						Carrying amount	
	Opening balance \$000	Additions \$000	Vested assets \$000	Disposals \$000	Revaluation \$000	Impairment \$000	Transfers (to/from) \$000	Closing balance \$000	Opening balance \$000	Depreciation \$000	Disposals \$000	Revaluation \$000	Transfers (to/from) \$000	Closing balance \$000	Opening balance \$000	Closing balance \$000
<i>Operational assets</i>																
Buildings and improvements	58,609	-	-	(113)	-	-	4,961	63,457	(2,084)	(2,462)	12	-	6	(4,528)	56,525	58,929
Computers and office equipment	2,971	-	-	-	-	-	93	3,064	(1,626)	(516)	-	-	-	(2,142)	1,345	922
Furniture and chattels	2,724	-	-	-	-	-	84	2,808	(1,029)	(374)	-	-	2	(1,401)	1,695	1,407
Land	37,907	-	-	(1,715)	-	-	2,326	38,518	-	-	-	-	-	-	37,907	38,518
Library collections	3,419	-	-	-	-	-	343	3,762	(1,507)	(389)	-	-	-	(1,896)	1,912	1,866
Motor vehicles	3,205	-	-	(113)	-	-	363	3,455	(2,047)	(222)	113	-	8	(2,148)	1,158	1,307
Plant and machinery	3,436	-	-	(79)	-	-	150	3,507	(2,450)	(192)	78	-	(3)	(2,567)	986	940
Items under construction	2,804	13,780	-	-	-	-	(9,060)	7,524	-	-	-	-	(2)	(2)	2,804	7,522
Total operational assets	115,075	13,780	-	(2,020)	-	-	(740)	126,095	(10,743)	(4,155)	203	-	11	(14,684)	104,332	111,411
<i>Infrastructural assets</i>																
Bridges	16,446	-	-	-	-	-	57	16,503	(154)	(506)	-	-	2	(658)	16,292	15,845
River flood protection and control works	1,148	-	-	-	132	-	-	1,280	(19)	(19)	-	38	-	-	1,129	1,280
Roading – land under road	767,738	-	-	-	-	-	-	767,738	-	-	-	-	-	-	767,738	767,738
Roading and footpaths	363,199	-	151	-	52,871	-	6,513	422,734	(1,762)	(7,115)	-	-	36	(8,841)	361,437	413,893
Seawalls	7,578	-	-	-	782	-	759	9,119	(476)	(504)	-	981	-	1	7,102	9,120
Stormwater drainage	71,634	-	150	-	5,405	-	2,816	80,005	(1,068)	(1,096)	-	2,164	-	-	70,566	80,005
Wastewater – other assets	114,884	-	276	-	22,225	-	(568)	136,817	(2,632)	(2,618)	-	5,234	10	(5)	112,252	136,811
Wastewater treatment plants and facilities	22,839	-	-	-	3,257	-	916	27,012	(1,144)	(1,183)	-	2,289	(10)	(48)	21,695	26,964
Water – other assets	99,735	-	155	-	8,114	-	3,449	111,453	(2,330)	(2,325)	-	4,611	31	(13)	97,405	111,440
Water treatment plants and facilities	22,143	-	-	-	7,083	-	-	29,226	(967)	(966)	-	1,933	-	-	21,176	29,226
Items under construction	32,332	29,542	-	-	-	-	(13,882)	47,992	-	-	-	-	(36)	(36)	32,332	47,956
Total infrastructural assets	1,519,676	29,542	732	-	99,869	-	60	1,649,879	(10,552)	(16,332)	-	17,250	33	(9,601)	1,509,124	1,640,278
<i>Restricted assets</i>																
Buildings and improvements	36,030	-	-	-	-	-	1,035	37,065	(2,481)	(2,430)	-	-	32	(4,879)	33,549	32,186
Land	58,884	-	-	-	-	-	43	58,927	-	-	-	-	-	-	58,884	58,927
Items under construction	774	2,117	-	-	-	-	(1,023)	1,868	-	-	-	-	-	-	774	1,868
Total restricted assets	95,688	2,117	-	-	-	-	55	97,860	(2,481)	(2,430)	-	-	32	(4,879)	93,207	92,981
TOTAL PROPERTY, PLANT AND EQUIPMENT	1,730,439	45,439	732	(2,020)	99,869	-	(625)	1,873,834	(23,776)	(22,917)	203	17,250	76	(29,164)	1,706,663	1,844,670

Accounting policy

Property, plant, and equipment

Property, plant and equipment is categorised into:

Operational assets – these are used by the Council to provide core services (e.g., buildings, plant and equipment, library books).

Infrastructural assets – these are the fixed utility systems owned by the Council that are required for the infrastructure network to function. They include roading, water, wastewater, and stormwater networks.

Restricted assets – there are assets such as parks and reserves that the Council maintains on behalf of the community. The use or transfer of these assets is legally restricted.

The Council does not pledge any property, plant and equipment as collateral for borrowings and none are subject to finance leases.

Initial recognition

Expenditure is capitalised as property, plant and equipment when it creates a new asset or extends or expands the service potential of an existing asset.

The costs of day-to-day servicing of property, plant and equipment are expensed as they are incurred.

Measurement

Property, plant, and equipment is initially recognised at cost, or in the case of vested assets that are acquired for nil or nominal cost, at fair value. The initial cost includes all costs (other than borrowing costs) that are directly attributable to constructing or acquiring the asset and bringing it into the location and condition necessary for its intended use.

Carrying value

Property, plant and equipment is carried at historical cost less accumulated depreciation and impairment, except for land, buildings, infrastructural assets and park assets which are carried at fair value less depreciation and impairment.

Revaluation

Valuations for Council's land, buildings, park assets and infrastructural assets are performed with sufficient regularity to ensure their carrying amounts are maintained at fair value. The valuations are performed by independent qualified valuers.

Fair value is determined by reference to the depreciated replacement cost or market value on an asset class basis. Optimised depreciated replacement cost is a valuation methodology where the value of an asset is based on the cost of replacement with an efficient modern equivalent making allowance for obsolesce or surplus capacity.

The remaining life of the asset is estimated, and straight-line depreciation applied to bring the replacement cost to a fair value.

In addition, the carrying values are assessed annually to ensure that they do not differ materially from the asset's fair values. If there is a material difference, then off-cycle revaluations are performed on the relevant asset class.

Gains or losses arising on revaluation are recognised under other comprehensive revenue and expense and are accumulated in an asset revaluation reserve for the class of assets. Where this results in a debit balance in the reserve for a class of assets, the balance is expensed in surplus or deficit in the statement of comprehensive revenue and expense. Any subsequent increase in value that offsets a previous decrease in value will be recognised firstly in surplus or deficit in the statement of comprehensive revenue and expense up to the amount previously expensed, with any remaining increase recognised in the revaluation reserve.

Work in progress

Work in progress represents the cost of capital expenditure projects that are not financially and operationally complete. Capital work in progress is recognised at cost less impairment and is not depreciated.

The cost of assets within work in progress is transferred to the relevant asset class when the asset is in the location and condition necessary for its intended use.

Depreciation

Depreciation is charged on a straight-line basis at rates calculated to allocate the cost or valuation of an item of property, plant or equipment less any residual value, over its remaining useful life. The residual value and useful life of an asset is reviewed and adjusted if applicable, at the end of each financial year.

Depreciation is charged on all assets other than land, certain parts of roading, river control and seawalls, that are composed of at least 80% base course and/or rocks, as these assets are considered to have indefinite useful lives. Regular inspections of these assets are undertaken to check for impairment.

Depreciation is not charged on work in progress until such time as the asset under construction is in its intended location and in use.

Disposal

Gains and losses on disposal of property, plant and equipment are recognised in surplus or deficit in the statement of comprehensive revenue and expense in the financial year in which they are sold.

When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

Asset category	Useful life for new assets (years)
Operational assets	
Buildings	3–75
Computer equipment	3–5
Furniture and chattels	3–25
Heritage assets	100
Library collection	5–7
Motor vehicles, trucks, motorcycles	10
Office equipment	3–10
Other improvements	4–100
Public art	10–75
Plant and machinery	
Tractors, trailers, heavy mowers	5–10
Other plant	3–20
Otaihanga Landfill post closure	8
Infrastructural assets	
Bridges	50–100
Seawalls	
Concrete, posts, rails, panels, rocks	5–60
River control	
Bank protection	50

Asset category	Useful life for new assets (years)
Roading	
Footpaths	50–60
Surfacing	14–20
Signs, railings, street lights, traffic signals	10–50
Drainage, surface water channels, sumps, sump leads, traffic islands	20–80
Stormwater	
Stormwater flood maps	10
Pump stations, manholes, Pipes	10–100
Wastewater	
Pumps and pump stations	15–80
Manholes, cleaning eyes	90
Pipes	70–90
Treatment plant	5–50
Water	
Storage	60–80
Booster stations	10–80
Hydrants, valves, tobies	50–70
Meters	25
Pipes	30–90
Treatment plant	3–80

Impairment

The Council's assets are defined as cash generating if the primary purpose of the asset is to provide a commercial return. Non-cash generating assets are assets other than cash generating assets.

The carrying value of cash generating property, plant and equipment assets are reviewed at least annually to determine if there is an indication of impairment. Where an asset's recoverable amount is less than its carrying amount, it will be reported at its recoverable amount and an impairment loss will be recognised. The recoverable amount is the higher of an item's fair value less costs to sell and value in use. Losses resulting from impairment are reported in surplus or deficit unless the asset is carried at a revalued amount in which case any impairment loss is treated as a revaluation decrease and recorded within the statement of comprehensive revenue and expense.

The carrying value of non-cash-generating property, plant and equipment assets are reviewed at least annually to determine if there is an indication of impairment. Where an asset's recoverable service amount is less than its carrying amount, it will be reported at its recoverable service amount and an impairment loss will be recognised. The recoverable service amount is the higher of an item's fair value less costs to sell and value in use. A non-cash generating asset's value in use is the present value of the asset's remaining service potential. Losses resulting from impairment are reported in surplus or deficit unless the asset is carried at a revalued amount in which case any impairment loss is treated as a revaluation decrease and recorded within the statement of comprehensive revenue and expense.

Revaluation methodology

Description	Date of last asset valuation	Valuation method used to assess fair value	Next asset revaluation date
Operational assets			
Land and buildings	30 June 2023	Where comparable sales evidence is available, the fair value of land and buildings was based on the capitalised income and/or direct comparison approach. The capitalised income approach is whereby a yield is applied to the property's rental income to assess its value. The direct comparison approach is where recent sales of similar properties is used to establish its value and compared based on quality age, condition and size of improvements, location, land area and shape. Where it is identified that the land is designated reserve the appropriate adjustments to reflect the restricted nature of any future development potential has been made. Where comparable sales evidence is minimal or non-existent the summation approach has been utilised whereby the value of a property is assessed by separately obtaining the value of the land and buildings components. The land component has been derived from values of comparably zoned land in surrounding areas making due allowance for the size, character of location and other constraints. The building and site improvements has been determined by establishing their estimate costs to replace with an equivalent new asset less depreciation for their physical, functional and economic obsolescence. The most recent independent valuation was performed by AON Valuation Services.	30 June 2026
Infrastructural assets			
Roading, footpaths, bridges, and culverts	30 June 2023	The fair value is measured using the optimised depreciated replacement cost method. The valuation is based on the inventory within the Road Assessment and Maintenance Management (RAMM) database and unit prices updated by WSP New Zealand Limited as part of the valuation. The rates for replacement costs of assets are based on current construction costs of similar works. Rates for major items are equivalent rates for similar roading work in other parts of the Wellington region. Unit rates have been adjusted using the appropriate roading construction index. The most recent independent valuation was performed by WSP New Zealand Limited.	30 June 2025
Land under roads	30 June 2023	This represents the corridor of land directly under and adjacent to the Council's roading network. The fair value is based on the average market value of land by location and land use. The average market value is obtained from per hectare value of "across the fence" adjoining land discounted by 50% to reflect its restricted nature. The most recent independent valuation was performed by AON Valuation Services.	30 June 2026
Water, wastewater, stormwater, seawall, river control	30 June 2023	The fair value is measured using the optimised depreciated replacement cost method. Valuations are based on the physical attributes of the assets, their condition and their remaining lives based on Council's best information reflected in its assets management plans. The costs are based on current quotes from suppliers and as such they include ancillary cost such as breaking through seal, traffic control and rehabilitation. Unit rates are adjusted using the appropriate water and environmental management index. The most recent independent valuation was performed by WSP New Zealand Limited.	30 June 2024
Restricted assets			
Parks and reserves structures	30 June 2023	The fair value is measured using summation approach. The value has been determined by first establishing their estimated average costs to replace each asset type with an equivalent new asset less depreciation for their physical, functional and economic obsolescence. The most recent independent valuation was performed by AON Valuation Services.	30 June 2026

Council has elected to revalue property, plant and equipment as follows:

Asset classification	Next revaluation	Subsequent revaluation
Water, wastewater, and stormwater (including seawalls and river control)	30 June 2024	Every two years thereafter
Roading and bridges (excluding land under roads)	30 June 2025	Every two years thereafter
Land and buildings (including land under roads revaluations)	30 June 2026	Every three years thereafter
Parks and reserves structures	30 June 2026	Every three years thereafter

Property, plant, and equipment (continued)			
Summary of gains/(losses) on disposal of property, plant, and equipment 2022/23	Net sale proceeds \$000	Carrying amount \$000	2022/23 gain/(loss) \$000
Buildings	2,094	510	1,584
Land	-	-	-
Plant and machinery	6	5	1
Motor vehicles	170	47	123
Closing balance	2,270	562	1,708

Methodology

The roading and bridge assets have been valued on a replacement cost basis in accordance with accepted New Zealand accounting practices.

Replacement cost is the cost of building the existing infrastructure using present-day technology, while maintaining the originally designed level of service, and assuming present day technology ensures that no value results from the additional cost of outdated and expensive methods of construction. Maintaining the original level of service ensures the existing assets with all its faults are valued instead of currently desirable alternative.

Water services reform programme

The New Zealand Government is implementing a water services reform programme that is intended to ensure all New Zealanders have safe, clean and affordable water services. The Government believes this will be achieved by establishing new public entities to take on the delivery of drinking water, wastewater and stormwater services across New Zealand. The reform will be enacted by three pieces of legislation:

- The Water Services Entities Act 2022, which (as amended by the Water Services Entities Amendment Act 2023 on 23 August 2023) establishes ten publicly owned water services entities and sets out their ownership, governance and accountability arrangements. A water services entity is established (for transitional purposes) on the date on which the appointment of the entity’s establishment board takes effect, and its establishment date (operational date) will be a date between 1 July 2024 and 1 July 2026.
- The Water Services Legislation Act 2023, which amended the Water Services Entities Act 2022 on 31 August 2023 to provide for the transfer of water services assets and liabilities to the water services entities.
- The Water Services Economic Efficiency and Consumer Protection Act 2023, which provides the economic regulation and consumer protection framework for water services. The consumer protection framework will come into force on 1 July 2024 and the rest of the Act came into force on 31 August 2023

12. Intangible assets		
2021/22 Actual \$000		2022/23 Actual \$000
	Computer Software	
2,492	Opening balance	3,050
-	Assets repointed during the year	729
9	Additions	44
549	Transfers during the year	24
-	Disposals during the year	(582)
3,050	Closing balance	3,265
	Amortisation	
(1,063)	Opening balance	(1,513)
-	Assets repointed during the year	(19)
(450)	Amortisation during the year	(623)
-	Disposals during the year	-
(1,513)	Closing balance	(2,155)
1,537	Carrying Value	1,110
	Right of Use asset	
1,702	Opening Balance	1,702
-	Additions	-
-	Transfers during the year	54
1,702	Closing balance	1,756
	Amortisation	
(65)	Opening Balance	(119)
(54)	Amortisation during the year	(62)
-	Disposals during the year	582
(119)	Closing balance	401
1,583	Carrying Value	2,157
3,120	Total carrying value	3,267

Accounting policy

Carrying value

An intangible asset is an identifiable non-monetary asset without physical substance. An asset is a resource that is controlled by the entity as a result of past events and from which future economic benefits are expected.

Intangible Assets are carried at cost, less any accumulated amortisation and impairment losses.

It is initially capitalised on the basis of the costs incurred to either develop or acquire it and bring it to the location and condition required for its intended use.

The useful lives of intangible assets have been established as follows:

- Computer software 3-5 years
- Right of use Kāpiti Performing Arts Centre 48 years
- Right of use Ōtaki Gymnasium 5 years

Amortisation

The carry amount of an intangible asset with a finite life is amortised on a straight-line basis over its useful life. Amortisation begins when the asset is available for use and ceases at the date that the asset is derecognised.

The amortisation charge for each financial year is recognised in the surplus or deficit.

13. Insurance

To reduce the cost of insurance, the Council uses a combination of:

- 1) Transferring the risk by purchasing external insurance cover.
- 2) Sharing the risk between councils. The Council participates in an outer Wellington shared services insurance programme with Porirua, Hutt and Upper Hutt city councils for the risk of material damage and business interruption arising from damage to property, plant and equipment and infrastructure assets, both above and below ground. This policy includes cover in the event of a natural catastrophe.
- 3) Council's maximum limits of liability for the Kāpiti district's infrastructure assets have been determined independently through earthquake and liquefaction loss estimate analysis completed by Tonkin Taylor Limited.
- 4) The total value of Council's assets that are covered by insurance contracts and/or financial risk-sharing arrangements and the maximum insurance amount available to the Council are included in the table below.
- 5) Council does not insure land, roading, bridges or its forestry and does not administer or hold a restricted self-insurance fund.
- 6) Council holds sufficient professional liability and indemnity insurance cover.

Asset	Type of insurance	Total value of Council assets covered by financial risk-sharing arrangements as at 30 June 2023	Maximum limit of insurance cover available to the Council under those arrangements as at 30 June 2023
Property, plant and equipment and above- ground infrastructural assets	Material damage and business interruption	\$275 million	\$600 million for any one loss or series of losses arising out of any one event and applying to material damage and business interruption combined.
Residential property	Included with the material damage and business interruption policy above. Earthquake Commission (EQC) and material damage	\$31 million	First \$0.1 million for each loss event per property to be recovered from the EQC. All other losses as per the material damage and business interruption policy above.
Motor vehicles	Comprehensive motor vehicle cover	\$4.348 million	Fleet vehicles: Market or lease value of insured vehicle at the time and place of loss, additional vehicles limited to \$0.4 million for any one insured vehicle, unless notified to insurer. Third party liability: limit indemnity of \$20 million for any one claim or series of claims arising from any one accident.
Underground infrastructural assets	Material damage and business interruption in the event of natural catastrophe	\$883 million	\$600 million combined material damage and business interruption limit for an event involving more than one council for any loss or series of losses arising out of any one event and is subject to one automatic reinstatement at nil charge. Limited to an \$130 million sub-limit for Kāpiti Coast District Council.

14. Trade and other payables

2021/22 Actual \$000		2022/23 Actual \$000
	Trade and other payables	
14,575	Trade creditors	16,225
1,000	Contract retentions	1,935
2,354	Greater Wellington Regional Council rates payable	2,829
1,413	Interest payable	2,935
1,367	Rates received in advance	1,475
1,221	Sundry payables	752
21,930	Total trade and other payables	26,151

Accounting policy

Trade and other payables are initially recognised at fair value as they are non-interest bearing and are normally settled on 30-day terms. Those with maturities beyond 12 months are subsequently measured at amortised cost using the effective interest rate method.

15. Employee benefit liabilities

2021/22 Actual \$000		2022/23 Actual \$000
	Current	
54	Long service leave	137
564	Salaries	805
110	Sick leave	96
2,539	Annual leave	2,907
3,267	Total current employee benefit liabilities	3,945
	Non-current	
55	Long service leave	88
54	Retirement gratuities	59
109	Total non-current employee benefit liabilities	147
3,376	Total employee benefit liabilities	4,092

Accounting policy**Short-term employee entitlements**

Employee entitlements for salaries and wages, annual leave, long service leave, sick leave, and other such benefits are recognised in surplus or deficit when they accrue to employees. Employee entitlements to be settled within 12 months are reported at the amount expected to be paid.

A liability for sick leave is recognised only to the extent that absences in the following financial year are expected to exceed the full sick leave entitlements to be earned in that year.

Long-term employee entitlements

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, contractual entitlement information, and
- the present value of the estimated future cash flows.

Employer contribution to pension schemes

- Contributions to defined contribution retirement schemes such as KiwiSaver, are recognised in surplus or deficit in the statement of comprehensive revenue and expense when they accrue to employees.

16. Deposits

2021/22 Actual \$000		2022/23 Actual \$000
	Deposits	
15	Hall deposits	20
16	Miscellaneous deposits	17
670	Resource consent planning bonds	1,445
991	Road damage deposits	983
1,692	Total deposits	2,465

Accounting policy

Deposits are non-interest bearing and normally settle within 12 months, therefore the carrying values approximate fair value.

Accounting policy

Borrowings are initially recognised at face value plus transaction cost. After initial recognition, all borrowings are measured at amortised cost using the effective interest rate.

Due to interest rates on debt resetting to the market rate every three months, the carrying amounts of the secured loans approximate their fair value.

Borrowings are primarily used to fund the purchase of new assets or upgrades to existing assets that are approved through the Annual Plan and Long-term Plan processes.

The Council joined the NZ Local Government Funding Agency (LGFA) as a shareholder in October 2012 and has borrowed longer term funding through the LGFA to make savings on interest rate margins. As at balance date, \$275 million (2022: \$255 million) of Council's total borrowings were funded through LGFA.

The Council's borrowings from the LGFA are secured by a Debenture Trust Deed over Council rates revenue.

As at balance date, the effective weighted average interest rate on Council's borrowings was 3.95% (2022: 3.37%).

17. Borrowings

2021/22 Actual \$000		2022/23 Actual \$000
45,000	Short-term borrowings	55,000
210,000	Long-term borrowings	220,000
255,000	Total borrowings	275,000
	Maturity	
45,000	2022/23	-
55,000	2023/24	55,000
50,000	2024/25	60,000
50,000	2025/26	60,000
25,000	2026/27	40,000
25,000	2027/28	25,000
5,000	2028/29	25,000
-	2029/30	-
-	2031/32	10,000
255,000	Total borrowings	275,000

Net borrowings at 30 June		
2021/22 Actual \$000		2022/23 Actual \$000
255,000	Total gross borrowings	275,000
	Less	
(15,274)	Cash and cash equivalents (note 7)	(14,084)
(65,000)	Term deposits > 3 months (note 10)	(55,000)
(5,250)	Borrow notes – NZ Local Government Funding Agency (note 10)	(6,109)
169,476	Net borrowings	199,807

18. Provisions		
2021/22 Actual \$000		2022/23 Actual \$000
	Landfill aftercare	
2,505	Opening balance	2,075
(18)	Increase/(decrease) in provision	31
(412)	Expenditure	(154)
2,075	Closing balance 30 June	1,952
	Other provisions	
91	Opening balance	341
289	Increase/(decrease) in provision	613
(39)	Expenditure	(308)
341	Closing balance 30 June	646
2,416	Total provisions	2,598

Accounting policy

The Council recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, it is probable that expenditure will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Provisions are measured at the level of expenditure expected to be required to settle the obligation. Material liabilities and provisions to be settled beyond 12 months are recorded at their present value using a discount rate that reflects current market assessments of the time value of money and the risks specific to the obligation.

Provisions		
2021/22 Actual \$000		2022/23 Actual \$000
	Current	
101	Provision for landfill aftercare	79
308	Other provisions	646
409	Total current provisions	725
	Non-current	
1,974	Provision for landfill aftercare	1,873
33	Other provisions	-
2,007	Total non-current provisions	1,873
2,416	Total provisions	2,598

Landfill aftercare provision

Council currently operates the Otaihangā landfill and also manages the Ōtaki and Waikanae sites which are now closed.

Council obtained a resource consent for 35 years in 1994 to operate the Otaihangā landfill. Council has responsibility under the Resource Management Act 1991 to provide ongoing maintenance and monitoring of landfills after closure.

These closure responsibilities include:

- final cover application and vegetation
- provision and maintenance of stormwater control features
- completing wetlands for leachate treatment and monitoring, and
- monitoring and management of any landfill gas.

Post-closure responsibilities include:

- monitoring of leachate
- ground water monitoring and surface water monitoring, and
- ongoing site maintenance for stormwater control, final cover and vegetation.

The Otaihangā landfill has been closed for general waste since 2007 and stopped accepting biosolids during 2015/16. Cleanfill (capping material) will however continue to be accepted until final closure. During June 2021, the Council reviewed the current useful life of the landfill due to the capping works progressing faster than initially projected. This has resulted in the final closure date being brought forward from the 2026 resource consent closure date to June 2024.

The annual cost for monitoring and maintenance of the Otaihangā landfill site is estimated to be \$92,583 for the first year, \$83,303 for the following two years after closure and then an annual monitoring and maintenance cost of between \$83,303 - \$97,846 for the remaining 26 years.

The annual cost for monitoring and maintenance of the closed landfill in Waikanae is \$5,974 and will be required until 2030.

The annual cost for monitoring and maintenance of the closed landfill in Ōtaki is \$5,835 and will be required until 2026.

The long-term nature of the liability means that there are inherent uncertainties in estimated costs that will be incurred.

The provision is calculated as the present value of the expected cost to settle the obligation, using estimated cash flows and a discount rate that reflects the risks specific to the liability.

Council has continued to apply the discount rate of 100% of the government's risk-free rate.

This was done as a result of the final closure date of the landfill being brought forward by two years as well as more certainty around the estimated future cost.

The average government risk free rate at 30 June 2023 was 4.83% (4.03% in 2021/22).

The provision is based on best estimated information available when preparing the calculation and is reviewed at reporting date.

Accounting policy

Landfill aftercare costs

Council, as operator of the Otaihangā landfill, has a legal obligation under the resource consent to provide ongoing maintenance and monitoring services at the landfill site post-closure.

The provision is based on the nominal value of future cash flows expected to be incurred, taking into account future events including known change to legal requirements and technology. The provision includes all costs associated with landfill post-closure including final cover application and vegetation, incremental drainage control features, completing facilities for leachate collection and monitoring, completing facilities for water quality monitoring, and completing facilities for monitoring and recovery of gas.

The provision is calculated as the present value of the expected cost to settle the obligation, using estimated cash flows and a discount rate that reflects the risks specific to the liability.

The components of public equity are accumulated funds, revaluation reserves and reserves and special funds. Refer to the statement of changes in net asset/equity for the year-on-year movements of the various components.

19. Revaluation reserve

	Opening balance Actual \$000	Increase Actual \$000	Decrease Actual \$000	Transfer Actual \$000	Closing balance 2022/23 Actual \$000
Land and buildings	64,051	124,832	–	8	188,891
Roadings and bridges	778,613	66,975	–	(8)	845,580
Water	41,453	6,336	–	(12,238)	35,551
Wastewater	107,696	12,713	–	–	120,409
Stormwater and river control	47,196	10,295	–	12,238	69,729
Total revaluation reserve	1,039,009	221,151	–	–	1,260,160

The revaluation reserves are used to record accumulated increases and decreases in the fair value of certain asset classes. Revaluation movements are non-cash in nature and represent the restating of the Council's assets, subject to revaluation, into current dollar values after taking into account the condition and remaining lives of the assets.

Equity

Equity is the community's interest in council and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into a number of components to enable clearer identification of the specified uses of equity.

Accounting policy

Restricted reserves are those subject to specific conditions accepted as binding by Council which may not be revised by Council without reference to the courts or a third party. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

Council-created reserves are reserves created by a council decision. Council may alter them without reference to any third party or the courts. Transfers to and from these reserves are at the Council’s discretion.

Contingency fund

This is a discretionary fund for the purpose of funding unexpected legal expenditure across the district, e.g., leaky home claims, flood events and insurance excess.

Paekākāriki Campe Estate

The purpose of the reserve is to fund administration of the Paekākāriki Campe Estate for the benefit of the youth of Kāpiti. The source of the funds is the proceeds from sale of the property owned by Mr Campe plus interest on the capital sum.

20. Reserves and special funds

	Opening balance Actual \$000	Transfers into reserve Actual \$000	Transfers out of reserve Actual \$000	Closing balance 2022/23 Actual \$000
Restricted reserves				
Plant purchase and renewal fund	1,167	544	(656)	1,055
Waikanae property fund	178	-	-	178
Waikanae capital improvements fund	913	42	(25)	930
Total restricted reserves	2,251	593	(681)	2,163
Council-created reserves				
Contingency fund	744	-	(224)	518
Paekākāriki Campe Estate	107	8	-	112
Waikanae Reading Reserve	107	-	-	787
Waikanae ward excluding districtwide funded properties	221	-	(248)	-
LTP Reserve	(113)	-	113	-
Financial contribution reserve	5,878	4,765	(971)	9,672
Total council-created reserves	7,381	5,040	(1,332)	11,089
Total reserves and special funds	9,632	5,633	(2,013)	13,252

County Council and interest earned on the capital sum.

Roading reserve upgrading contributions

The purpose of the reserve is to fund road upgrading works. The source of funds was road upgrading development contributions from developers.

Election reserve

The purpose of the reserve is to fund the three yearly election cycle. As from the financial year 2022/23, the Council has decided to no longer operate this reserve.

LTP reserve

The purpose of the reserve is to fund the three yearly Long-term Plan. As from the financial year 2022/23, the Council has decided to no longer operate this reserve.

Financial contribution reserve

Financial contributions are a contribution of money, land, or a combination of both. The purpose of a financial contribution (consisting mainly of reserves contributions) is to address the specific adverse effects generated by a land use activity or subdivision. This includes effects on open spaces and reserves; upgrading off-site infrastructure, before programmed works that will address any environmental effects created by the proposed development; significant heritage and ecological features; and riparian margins.

Financial contributions will generally only be required where the Development Contributions Policy does not apply or where the Development Contributions Policy does not address the type of adverse effects generated by the land use activity or subdivision.

21. Reconciliation of operating surplus/(deficit) to cash flow from operating activities

2021/22 Actual \$000		2022/23 Actual \$000
30,300	Net operating surplus/(deficit) for the year	11,481
	Add/(less) non-cash items	
23,421	Depreciation and amortisation expense	26,153
(732)	Vested assets	(1,325)
(23,370)	Unrealised loss/(gain) on revaluation of financial derivatives	(2,947)
443	Impairment of loans	17
-	(Gains)/losses in fair value of forestry assets	-
(238)	Total non-cash items	21,898
	Add/(less) items classified as investing or financing activities	
(1,211)	Loss/(gain) on disposal of property, plant and equipment and intangibles	(1,708)
(7,417)	Proceeds from capital grants	(7,778)
8,232	Interest on borrowings	9,202
(396)	Total investing or financing activities	(284)
	Add/(less) movements in working capital items	
(2,810)	(Increase)/decrease in receivables	(6,459)
(9)	(Increase)/decrease in inventory	(2)
1,082	Increase/(decrease) in payables	4,221
323	Increase/(decrease) in employee entitlements	716
267	Increase/(decrease) in deposits	773
(180)	Increase/(decrease) in provisions	182
(1,327)	Total movement in working capital	(569)
28,339	Net cash inflow/(outflow) from operating activities	32,526

22. Financial instruments

Accounting policy

Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

Financial assets

Financial assets include cash and cash equivalents, receivables (net of doubtful debt provisions), community loans, and other interest-bearing assets, and investments in unlisted shares.

Council's financial assets are classified into the following categories for the purpose of measurement:

Financial assets at amortised cost

Loans and receivables

These are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market.

They are initially recognised at fair value. Loans and receivables with maturities beyond 12 months are subsequently measured at amortised cost using the effective interest method, less any impairment.

Financial assets at fair value through surplus or deficit

Derivatives

Financial assets in this category include derivatives and financial assets that are held for trading. They are initially recognised at fair value and subsequent measurement is on the same basis, i.e., fair value. Gains or losses on revaluation or impairment are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Financial assets at fair value through other comprehensive revenue and expense

Financial assets at fair value through other comprehensive revenue and expense

These are non-derivative financial assets that are designated as available for sale or do not fall within any of the above classifications of (a) amortised cost, (b) held-to-maturity investments, or (c) financial assets at fair value through surplus or deficit.

They are initially recorded at fair value plus transaction costs directly attributable to the acquisition or issue and are subsequently measured at fair value less any impairment.

If the asset is an equity instrument that does not have a quoted price in an active market and fair value cannot be reliably measured, the asset is measured at cost.

Any gains or losses are recognised in other comprehensive revenue and expense, except for impairment losses which are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Impairment of financial assets

Financial assets are assessed at each reporting period for impairment.

For loans and receivables and held-to-maturity investments, impairment is established when there is evidence that the credit risk on a financial asset has increased significantly since initial recognition. When making the assessment, the Council uses the change in the risk of default occurring over the expected life of the financial asset. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership, or liquidation, and default in payments are indicators that the asset is impaired.

For available for sale financial assets impairment is first recognised as a reversal of previously recorded revaluation reserve for that class of asset. Where no reserve is available, the impairment is recognised in the surplus/(deficit) in the prospective statement of comprehensive revenue and expense.

The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. For debtors and other receivables, the carrying amount of the asset is

reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written off against the allowance account.

Financial Instruments – Adoption of PBE IPSAS 41

In accordance with the transitional provisions in PBE IPSAS 41, the Council have elected not to restate the comparative information. The comparative information continues to be reported under PBE IPSAS 29. Adjustments arising from the adoption of PBE IPSAS 41 are recognised in opening equity at 1 July 2022 (the date of initial application). The accounting policies for the year ended 30 June 2023 have been updated to comply with PBE IPSAS 41. The main changes to the Council's accounting policies are:

- Note 8 – Receivables – this policy has been updated to reflect that the impairment of short-term receivables is now determined by applying the simplified expected credit loss model.
- Note 22 – Financial instruments – this policy has been updated to reflect:
 - The new classification categories;
 - The measurement and recognition of loss allowances based on the new expected credit loss (ECL) model; and
 - The removal of impairment loss considerations for equity investments at fair value through other comprehensive revenue and expenses (FVTOCRE).

The derivatives accounting policies in Note 22 – Derivatives remain unchanged as Council has no hedged instruments and therefore do not need to apply the hedging requirements of PBE IPSAS 41.

LGFA Borrower Notes in Note 10 – Other financial assets, remain unchanged even through the measurement category has changed from "Loans and Receivables" to "FVTOCRE". This is reflective that there is no active market for the trade of these notes nor has there been any reported default that would trigger an equity conversion event as disclosed in the "Notes Subscription Agreement" between the LGFA and subscribed Council's. The Council therefore values these notes at their specified redeemable value.

On the date of initial application of PBE IPSAS 41, the classification and carrying amounts of

Measurement Classification – PBE IPSAS 41

	Measurement Category		Carrying Amount	
	PBE IPSAS 29	PBE IPSAS 41	PBE IPSAS 29 \$000	PBE IPSAS 41 \$000
2021/22				
Financial Assets				
Cash and cash equivalents	Loans and Receivables	Amortised Cost	15,274	15,274
Trade and other receivables	Loans and Receivables	Amortised Cost	13,023	13,050
Loan Receivables	Loans and Receivables	Amortised Cost	321	321
Term Deposits	Loans and Receivables	Amortised Cost	65,000	65,000
LGFA Borrower Notes	Loans and Receivables	FVTOCRE	5,250	5,250
Derivative financial instruments	FVTSD	FVTSD	10,109	10,109
Fonterra perpetual notes	FVTOCRE	FVTOCRE	20	20
Shares in NZ Local Government Funding Agency	FVTOCRE	FVTOCRE	100	100
Shares in Civic Financial Services	FVTOCRE	FVTOCRE	15	15
Total			109,112	109,139
Financial Liabilities				
Accounts Payable	FVTOCRE / Amortised Cost	FVTOCRE / Amortised Cost	20,563	20,563
Total			20,563	20,563

financial assets under PBE IPSAS 41 and PBE IPSAS 29 is outlined in the following table.

Financial liabilities

Financial liabilities at amortised cost

(i) Trade and other payables

Trade and other payables are initially recognised at fair value. Those with maturities beyond 12 months are subsequently measured at amortised cost using the effective interest rate method.

(ii) Borrowings

Borrowings are initially recognised at fair value and are subsequently measured at amortised cost using the effective interest rate method.

Financial liabilities at fair value through surplus or deficit

(iii) Derivative financial instruments

Council uses derivative financial instruments in the form of interest rate swaps to manage interest rate risks arising from borrowing activities. In accordance with its treasury management policy, council does not hold or issue derivative financial instruments for trading purposes.

Derivatives are initially recognised at fair value on the date on which a derivative contract is entered into, and subsequently re-measured to fair value at the end of each reporting period.

Derivatives are carried as assets when their fair value is positive and as liabilities when their fair value is negative. The fair value is determined using a valuation technique based on cash flows discounted to present value using current market interest rates. Fair value gains or losses on revaluation are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Financial instruments categories

2021/22 Actual \$'000		2022/23 Actual \$'000
	Financial assets	
	Amortised Cost (2022/23: Loans and receivables)	
15,274	Cash and cash equivalents	14,084
13,023	Trade and other receivables	16,941
321	Loans	277
65,000	Term deposits	55,000
93,618	Total amortised cost	86,302
	Fair value through other comprehensive revenue and expense (2022/23: Available-for-sale)	
20	Fonterra perpetual notes	20
5,250	NZ Local Government Funding Agency borrower notes	6,109
100	Shares in NZ Local Government Funding Agency	100
15	Shares in Civic Financial Services	14
5,385	Total fair value through other comprehensive revenue and expenses	6,243
	Fair value through surplus or deficit	
	Derivative financial instruments	
113	Current	94
9,996	Non-current	12,510
10,109	Total fair value through surplus or deficit	12,604
	Financial liabilities	
	Fair value through other comprehensive revenue and expense	
	Derivative financial instruments	
55	Current	-
396	Non-current	-
451	Total fair value through comprehensive revenue and expense	-
	Financial liabilities at amortised cost	
20,563	Trade and other payables	24,036
255,000	Borrowings	275,000
275,563	Total financial liabilities at amortised cost	299,036

The Council has not adopted hedge accounting.

Level 2 – the fair value is estimated using inputs other than quoted prices included in level 1

Fair value hierarchy disclosures								
\$'000	2022/23				2021/22			
	Quoted market price	Valuation technique – market observable inputs	Valuation technique – non-market observable inputs	Total	Quoted market price	Valuation technique – market observable inputs	Valuation technique – non-market observable inputs	Total
	(level 1)	(level 2)	(level 3)		(level 1)	(level 2)	(level 3)	
Financial assets								
Perpetual notes	–	20	–	20	–	20	–	20
Shares in LGFA	–	100	–	100	–	100	–	100
Shares in Civic Financial Services	–	14	–	14	–	15	–	15
Derivative financial instruments	–	12,604	–	12,604	–	10,109	–	10,109
Total	–	12,738	–	12,738	–	10,244	–	10,244
Financial liabilities								
Derivative financial instruments	–	–	–	–	–	451	–	451
Total	–	–	–	–	–	451	–	451

The accounting policies for financial instruments have been applied to the line items below.

that are observable for the asset or liability, either directly (as prices) or indirectly (derived from prices).

Fair value

Fair value is the amount for which an item could be exchanged, or a liability settled, between knowledgeable and willing parties in an arm's length transaction. The fair values of all financial instruments equate to the carrying amount recognised in the statement of financial position.

Fair value hierarchy disclosures

For those instruments recognised at fair value in the statement of financial position, fair values are determined according to the following hierarchy.

Level 1 – the fair value is calculated using quoted prices in an active market.

Level 3 – the fair value is estimated using inputs for the asset or liability that are not based on observable market data.

There were no transfers between the different levels of the fair value hierarchy.

The table below analyses the basis of the valuation of classes of financial instruments measured at fair value in the statement of financial position.

Financial risk management

As part of its normal operations, council is exposed to a variety of risks. The most significant are credit risk, liquidity risk and interest rate risk. Council's exposure to these risks and the action that Council has taken to minimise the impact of these risks is outlined below.

Credit risk

Credit risk is the risk that a third party will default on its obligations to council, thereby causing a loss. Council is not exposed to any material concentration of credit risk other than its exposure within the Wellington region. Receivables balances are monitored on an ongoing basis with the result that Council's exposure to bad debts is not significant.

The table below analyses Council's financial assets into relevant maturity groupings based on the remaining period at balance date to the contractual maturity date.

The amounts disclosed are the contractual undiscounted cash flows and include interest receipts.

Contractual maturity analysis of financial assets

	Carrying amount	Total contractual cashflow	0-12 months	1-2 years	2-5 years	More than 5 years
2022/23	\$000	\$000	\$000	\$000	\$000	\$000
Financial Assets						
Cash and cash equivalents	14,084	14,084	14,084	-	-	-
Derivative financial instruments	12,604	13,244	3,584	3,100	5,205	1,355
Trade and other receivables	15,841	15,841	15,841	-	-	-
Loan receivables	754	859	56	49	585	169
Term deposits	55,000	58,274	58,274	-	-	-
LGFA borrow notes	6,109	7,496	1,266	1,389	3,621	1,220
Total	104,392	109,798	93,105	4,358	9,411	2,744
Financial Liabilities						
Deposits	2,465	2,465	2,465	-	-	-
Trade and other payables	24,036	24,036	24,036	-	-	-
Derivative financial instruments	-	-	-	-	-	-
Borrowings	275,000	321,189	70,498	71,871	141,554	37,266
Total	301,501	347,690	96,999	71,871	141,554	37,266

The council is exposed to credit risk as a guarantor of all of the LGFA's borrowings. Information about this exposure is explained in note 28.

Credit quality of financial assets

The credit quality of financial assets that are neither past due nor impaired can be assessed by reference to Standard and Poor's credit ratings (if available).

Counterparties with credit ratings

	2022/23 \$000	2021/22 \$000
Cash and cash equivalents and term deposits – registered banks		
AA-	69,084	80,274

LGFA borrower notes		
AA+	6,109	5,250
	75,193	85,524

Liquidity risk

Liquidity risk is the risk that Council will encounter difficulty raising liquid funds to meet commitments as they fall due. Prudent liquidity risk management implies maintaining sufficient cash, the availability of funding through an adequate amount of committed credit facilities, and the ability to close out market positions.

Council manages its borrowings in accordance with its treasury management policy. Council has a \$10 million credit line facility with Westpac Banking Corporation, plus a standby facility of \$10 million with LGFA. The Council is exposed to liquidity risk as a guarantor of all of the LGFA’s borrowings. Information about this exposure is explained in note 28. The table below sets out the contractual cash flows from all financial liabilities that are settled on a gross cash flow basis. Contractual cash flows for financial liabilities comprise the nominal amount and interest payments.

Interest rate risk

The main objective of interest rate risk management is to reduce uncertainty around net interest expense as interest rates change.

Fair value interest rate risk

Fair value interest rate risk is the risk that the value of a financial instrument will fluctuate due to changes in market interest rates. Borrowings and investments issued at fixed rates expose the council to fair value interest rate risk. The Council’s treasury management policy outlines the level of borrowing that is to be secured using fixed rate instruments.

Cash flow interest rate risk

Cash flow interest rate risk is the risk that the cash flows from a financial instrument will fluctuate because of changes in market interest rates. Borrowings and investments issued at variable interest rates expose council to cash flow interest rate risk.

Generally, Council raises long-term borrowings at floating rates and swap them into fixed rates using interest rate swaps in order to manage the cash flow interest rate risk. Such Interest rate swaps have the economic effect of converting borrowings at floating rates into fixed rates that are generally lower than those available if council borrowed at fixed rates directly. Under the interest rate swaps, the Council agrees with other parties to exchange, at specified intervals, the difference between contracted fixed rates and floating-rate interest amounts calculated by reference to the agreed notional principal amounts.

As at 30 June 2023, Council has interest rate swap agreements in place in relation to its borrowing programme. Including forward start swaps, the notional contract value of these agreements was \$186 million (2022: \$202 million).

The fixed interest rate range for Council’s interest rate swaps are 0.31% to 5.05%. The net fair value of the interest rate swaps as at 30 June 2023 was \$13.2 million net liability (2022: \$9.4 million net liability).

The movement in the fair value of interest rate swaps at balance date is taken directly to surplus or deficit of the statement of comprehensive revenue and expense.

Sensitivity analysis

In managing interest rate risk, the Council aims to reduce the impact of short-term interest fluctuations on Council. Over the longer term, however, permanent changes in interest rates will have an impact on financial performance.

The tables on the following page illustrate the potential effect on the net operating surplus or deficit for reasonably possible market movements, with all other variables held constant, based on council’s financial instrument exposures at balance date.

Fair value sensitivity

\$'000	2022/23		2021/22	
	+100 BPS	-100 BPS	+100 BPS	-100 BPS
Interest rate risk				
Financial assets				
Cash and cash equivalents	-	-	-	-
Other financial assets – term deposits	550	(550)	650	(650)
Derivative financial instruments	4,792	(4,997)	5,705	(6,104)
Financial liabilities				
Derivative financial instruments	-	-	717	(754)
Borrowings	-	-	-	-
Gain/(loss)	5,342	(5,547)	7,072	(7,508)

Cash flow sensitivity

\$'000	2022/23		2021/22	
	+100 BPS	-100 BPS	+100 BPS	-100 BPS
Interest rate risk				
Financial assets				
Cash and cash equivalents	141	(141)	153	(153)
Other financial assets – LGFA notes	61	(61)	53	(53)
Derivative financial instruments	1,860	(1,860)	1,600	(1,600)
Financial liabilities				
Derivative financial instruments	-	-	470	(470)
Borrowings	(2,750)	2,750	(2,550)	2,550
Gain/(loss)	(688)	688	(274)	274

23. Related party disclosures**Related party transactions – key management personnel**

For the purposes of related party disclosures, key management personnel include the mayor, councillors, the chief executive, and the senior leadership team.

During the year, key management personnel have been involved in transactions with council that are of a minor and routine nature and were conducted at arm's length, such as payment of rates. These transactions have been conducted on normal commercial terms.

As at balance date, there were no commitments from council to key management personnel. The mayor and councillors disclose their personal interest in a register available on the council website.

The Local Government Act 2002 requires the council to disclose the total remuneration of key management personnel for the reporting period.

Key management personnel

Members	Full Year 2022/23	Full Year 2021/22
Councillors and elected members	31	28
Senior Management Team, including Chief Executive Officer	9	9
Total Members	40	37

Remuneration	2022/23 Actual \$'000	2021/22 Actual \$'000
Councillors and elected members	896	812
Senior Management Team, including Chief Executive Officer	1,802	1,901
Total remuneration key management personnel	2,698	2,713

24. Remuneration and Staffing levels**Councillors and elected members' remuneration**

Council members are paid an annual salary and phone and broadband costs are subsidised. Total remuneration paid for the year ended 30 June 2023 is summarised as follows.

Remuneration of councillors and elected members July 2022 to October 2022 (previous triennium)	
2022/23	Total remuneration Actual \$000
Name	
Councillors	
K Gurnathan – Mayor	41
Janet Holborow (Deputy Mayor)	26
Angela Buswell	17
Bernie Randall	15
Gwynn Compton	18
Jackie Elliott	17
James Cootes	16
Jocelyn Prvanov	16
Martin Halliday	17
Rob McCann	17
Sophie Handford	16
Paekākāriki community board members	
Holly Ewens (Chair)	4
Tina Pope (Deputy Chair)	3
Dan O'Connell	4
Jess Hortop	3
Paraparaumu – Raumati community board members	
Kathy Spiers (Chair)	9
Guy Burns (Deputy Chair)	5
Grace Lindsay	5
Jonny Best	5
Ōtaki community board members	
Christine Papps (Chair)	6
Marilyn Stevens (Deputy Chair)	5
Shelly Warwick	6

Remuneration of councillors and elected members July 2022 to October 2022 (previous triennium)	
2022/23	Total remuneration Actual \$000
Name	
Cam Butler	4
Waikanae community board members	
James Westbury (Chair)	6
Richard Mansell	5
Tonchi Begovich	5
Michelle Lewis – elected 22 December 2022	4
Total	295

Remuneration of councillors and elected members November 2022 to June 2023 (current triennium)	
2022/23	Total remuneration Actual \$000
Name	
Councillors	
Janet Holborow – Mayor	96
Lawrence Kirby (Deputy Mayor)	47
Bob Kofoed	35
Glen Cooper	36
Jocelyn Prvanov	39
Kathy Spiers	33
Liz Koh	40
Martin Halliday	39
Nigel Wilson	38
Shelly Warwick	33
Sophie Handford	41
Paekākāriki community board members	

Remuneration of councillors and elected members November 2022 to June 2023 (current triennium)

2022/23	Total remuneration Actual \$000
Name	
Sean Mckinley (Chair)	5
Kelsey Lee (Deputy Chair)	3
Christian Judge	3
Sorcha Ruth	3
Paraparaumu community board members	
Glen Olsen (Chair)	13
Guy Burns (Deputy Chair)	6
Bernie Randall	6
Karl Webber	7
Ōtaki community board members	
Cameron Butler (Chair)	9
Simon Black (Deputy Chair)	5
Christine Papps	5
Jackie Elliott	5
Waikanae community board members	
Richard Mansell (Chair)	11
Michael Moore (Deputy Chair)	6
Michelle Lewis	6
Tonchi Begovich	6
Raumati community board members	
Bede Laracy (Chair)	10
Jonny Best (Deputy Chair)	5
Tarn Sheerin	5
Tim Sutton	5
Total	601

Chief Executive Officer's Remuneration

For the period 1 July 2022 until 10 October 2022 Acting Chief Executive Gary Simpson had a fixed remuneration of \$328,500 p.a which was pro rated to the hours worked and period of acting. From 10 October 2022 Darren Edwards was appointed under Section 42(1) of the Local Government Act 2002 and commenced the role as Chief Executive at a fixed remuneration of \$310,000 p.a.

Employee staffing levels and remuneration

Number of employees				
2021/22 (full-time equivalent)	2021/22 (headcount)		2022/23 (full-time equivalent)	2022/23 (headcount)
317	365	Permanent employees	347	397
44	48	Temporary employees	50	57
361	413	Total full time equivalent employees	397	454

Employees who work more than 37.5 hours per week are deemed a full time equivalent even if they work on a casual basis.

Salary bands		
Number of employees (headcount) 2021/22		Number of employees (headcount) 2022/23
156	Less than \$60,000	137
95	\$60,000 – \$79,999	108
68	\$80,000 – \$99,999	89
42	\$100,000 – \$119,999	53
26	\$120,000 – \$139,999	29
15	\$140,000 – \$159,999	25
3	\$160,000 – \$179,999	6
6	\$180,000 – \$259,999*	5
2	\$260,000 – \$310,000*	2
413	Total remuneration	454

*If the number of employees for any band was 5 or less we are legally required to combine it with the next highest band.

Employee remuneration includes salary and motor vehicles as part of the salary package paid to the employee. These figures represent headcount and so do not agree to the total full time equivalent employees reported at the left.

Included in Staff remuneration is severance payment made to one employee (2022: six) totalling \$10,288 (2022: \$149,901).

25. Commitments and operating leases

Capital commitments		
2021/22 Actual \$000		2022/23 Actual \$000
36,575	Contracted capital commitments at 30 June but not yet completed	35,507
36,575	Total capital commitments	35,507

Non-cancellable operating leases (as lessee)		
2021/22 Actual \$000		2022/23 Actual \$000
	<i>Remaining payables under leases</i>	
515	Not later than one year	477
1,164	Later than one year and not later than five years	1,157
46	Later than five years	46
1,725	Non-cancellable operating leases (council as lessee)	1,680

The numbers for 2021/22 were incorrectly disclosed. This note has been updated with the correct figures

Council leases commercial premises in Ōtaki, Waikanae and Paraparaumu.

Non-cancellable operating leases (as lessor)		
2021/22 Actual \$000		2022/23 Actual \$000
	<i>Remaining receivables under leases</i>	
628	Not later than one year	588
807	Later than one year and not later than five years	1,573
787	Later than five years	3,985
2,222	Total operating lease commitments (council as lessor)	6,146

The numbers for 2021/22 were incorrectly disclosed. This note has been updated with the correct figures

Council leases various council-owned land and buildings to the community and to commercial organisations.

26. Council-controlled organisations (CCOs)

Local Government Funding Agency

Background information

On 30 November 2012, council became a principal shareholder local authority in the Local Government Funding Agency (LGFA). Council holds 200,000 shares (total number of shares available 45,000,000) reflecting a 0.44% interest.

The primary objective of the LGFA is to optimise the debt funding terms and conditions for participating local authorities. This includes providing savings in annual interest costs, making longer-term borrowings available and enhancing the certainty of access to debt markets.

Local Government Act (2002) considerations

The LGFA meets the definition of a council-controlled organisation under section 6(10(a)) as an entity in respect of which one or more local authorities have, whether or not jointly with other local authorities or persons, control, directly or indirectly, of 50% or more of the votes at any meeting of the members or controlling body of the entity.

Council therefore has an interest over the LGFA which is subject to the reporting requirements of a council-controlled organisation.

Financial reporting considerations

PBE IPSAS 20 Related party disclosure – Council does not have the ability to control the entity (0.44% shareholding is less than the control threshold). Council does not exercise significant influence over the entity in making financial and operating decisions. The relationship with the LGFA therefore does not meet the definitions of a related party as outlined in the accounting standard.

PBE IPSAS 36 Investments in associates – Council does not exercise significant influence over the entity in making financial and operating decisions. The relationship with the LGFA therefore does not meet the definitions of an associate as outlined in the accounting standard.

PBE IPSAS 35 Consolidated financial statements – Council does have exposure to variable benefits from its involvement with the LGFA under the terms and conditions of participating local authorities. However, the Council has no existing rights that give it the current ability to direct relevant activities, nor does the Council have the power to affect the nature or amount of the benefits from its involvement with the LGFA. The Council therefore does not meet the definition of a controlling entity over the LGFA.

Based on the assessment outline above, the LGFA does not meet the requirements for consolidation into the Council's financial statements.

Implications

LGA 2002 – LGFA is subject to the reporting requirements imposed on council-controlled organisations as outlined in Part A of the Act.

Financial reporting – There are no financial reporting obligations arising from council's relationship with LGFA.

During the year council borrowed \$65 million from the LGFA and repaid \$45 million to the LGFA.

27. Major variances from budget

Major variances from council's budget figures are explained below.

Statement of comprehensive revenue and expense

Grants and Subsidies

Grants and subsidies were \$6.1 million lower than budget due to only \$0.5 million Better Off Funding from the Water Reform received for the year against the budget of \$5.26 million. The remaining will be received once the project milestones are reached in 2023/24 and 2024/25. In addition, the stop of the Te Uruhi project has resulted less than \$0.9m grants received.

Other Operating Revenue

Other operating revenue was \$47.5 million below budget, mainly due to former State Highway 1 assets budgeted to vest in 2022/23 but not now and transferring to next year.

Other Operating Expenses

Operating expenses were \$1.8 million lower than budget:

personnel costs were \$2.1 million higher than budget, mainly annual leave and recruitment expenses running higher than budgeted.

maintenance expenses \$1.4 million above budget, mainly due to additional roading (\$0.5 million) and community facilities (\$0.4 million) and water services (\$0.4 million).

The overspending has been offset by underspend for water and wastewater assets planning and other investigations (\$0.7 million) and managing projects due to resource issue (\$0.7 million).

Unrealised gain on financial derivatives

The Council's unrealised gain on revaluation of financial derivatives was \$4.3 million lower than budget, reflecting that interest payable under our fixed swap contracts is lower than current market rates, which rose significantly during the year.

Unrealised gain from revaluation of property, plant and equipment

Unrealised gain from revaluation of property, plant and equipment was \$184.5 million higher than budget. To ensure assets were stated at fair value, during the year the Council revalued its land and buildings (\$124.8 million), roading and bridges including land under roads (\$67 million), and three waters (\$29.3 million) to reflect current replacement costs, depreciated to account for the age of the assets.

Statement of financial position

Non-current assets:

Property, plant and equipment

Property, plant and equipment was \$189.7 million higher than budget at 30 June 2023 mainly due to higher than expected revaluations (\$184.5 million).

Derivative financial instruments

Derivative financial instruments (assets) were \$9.9 million at 30 June, \$9.9 million higher than budgeted reflecting that interest payable under our fixed swap contracts is lower than current market rates, which rose significantly during the year.

Non-current liabilities

Borrowings

The non-current portion of borrowings were \$10 million lower than budget, mainly due to capital expenditure being lower than budgeted during the year.

Derivative Financial instruments

Derivative financial instruments (liabilities) were \$3.6 million lower than budget at 30 June, reflecting that interest payable under our fixed swap contracts is lower than current market rates, and creating a net asset (refer note under non-current assets).

Public Equity

Total public equity was \$202.3 million higher than budget assets due to unbudgeted revaluations of property, plant, and equipment (\$184.5 million), but lower than budgeted liability resulted less borrowings (\$25 million) and trade and other payables (\$7.8 million).

28. Contingent liabilities

Guarantees and uncalled capital

The Council is one of 30 local government shareholders of the LGFA (2022: 30) in addition to the Crown, and uncalled capital of \$100,000 as at 30 June 2023. When aggregated with the uncalled capital of the other shareholders, \$20m is available in the event that an imminent default is identified. Also together with the other shareholders, the Council is a guarantor of all LGFA's borrowings. At 30 June 2023, LGFA had borrowings totalling \$17.7 billion (2022: \$15.8 billion).

Financial reporting standards require the Council to recognise the guarantee liability at fair value. However, the Council has been unable to determine a sufficiently reliable fair value for the guarantee, and therefore has not recognised a liability. The Council considers the risk of LGFA defaulting on repayment of interest or capital to be very low on the basis that;

- We are not aware of any local authority debt default events in New Zealand; and
- Local government legislation would enable local authorities to levy a rate to recover sufficient funds to meet any debt obligations if further funds were required.

Legal claims

The Council was previously a member of the New Zealand Mutual Liability Riskpool scheme ('Riskpool'). The Scheme is in wind down, however the Council has an ongoing obligation to contribute to the scheme should a call be made in respect of any historical claims (to the extent those claims are not covered by reinsurance), and to fund the ongoing operation of the scheme.

The likelihood of any call in respect of historical claims diminishes with each year as limitation periods expire. However, as a result of the Supreme Court decision on 1 August 2023 in *Napier City Council v Local Government Mutual Funds Trustee Limited*, it has been clarified that Riskpool has a liability for that member's claim in relation to non-weather-tight defects (in a mixed claim involving both weather-tight and non-weather-tight defects).

Riskpool has advised that it is working through the implications of the Supreme Court decision. At this point any potential liability is unable to be quantified.

29. Events after the end of the reporting period

There are no material non-adjusting events after the reporting date.

Disclosure statement for the year ending 30 June 2023

What is the purpose of this statement?

The purpose of this statement is to disclose council's financial performance in relation to various benchmarks to enable the assessment of whether council is prudently managing its revenue, expenses, assets, liabilities, and general financial dealings.

The Council is required to include this statement in its annual report in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014, (the regulations). Please refer to the regulations for more information, including definitions of some of the terms used in this statement.

Rates affordability

Council meets its affordability benchmark if:

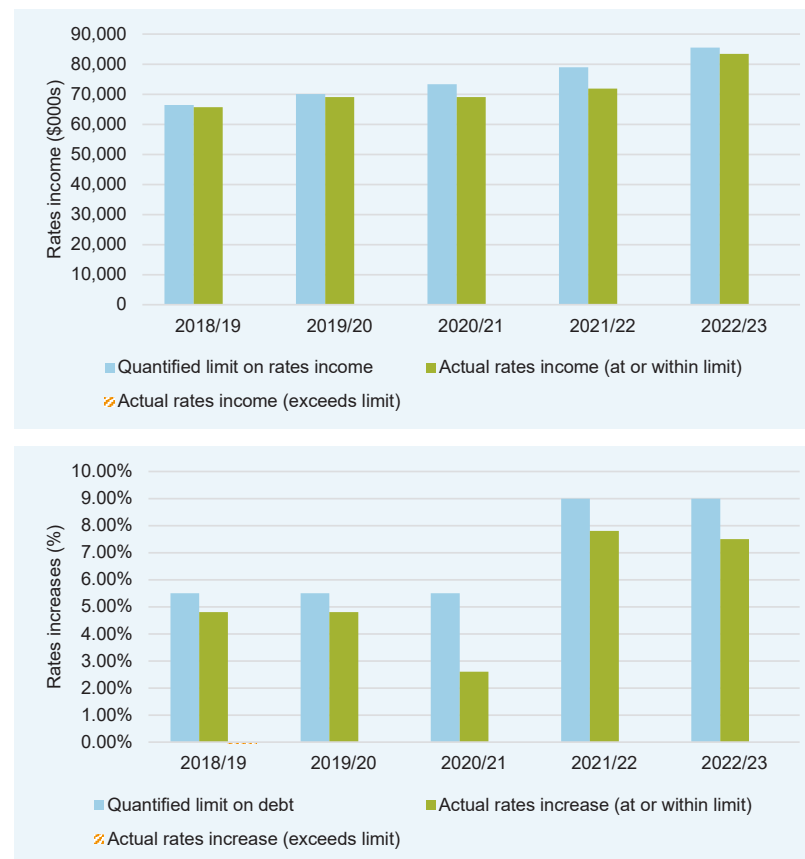
- its actual rates income equals or is less than each quantified limit on rates, and
- its actual rates increases equal or are less than each quantified limit on rates increases.

Rates (income) affordability

The following top graph on the right compares council's actual rates income with a quantified limit on rates contained in the financial strategy included in council's Long-term Plans.

Rates (increases) affordability

The second graph on the right compares the Council's actual rates increases with a quantified limit on rates increases included in the financial strategy included in Council's Long-term Plans.

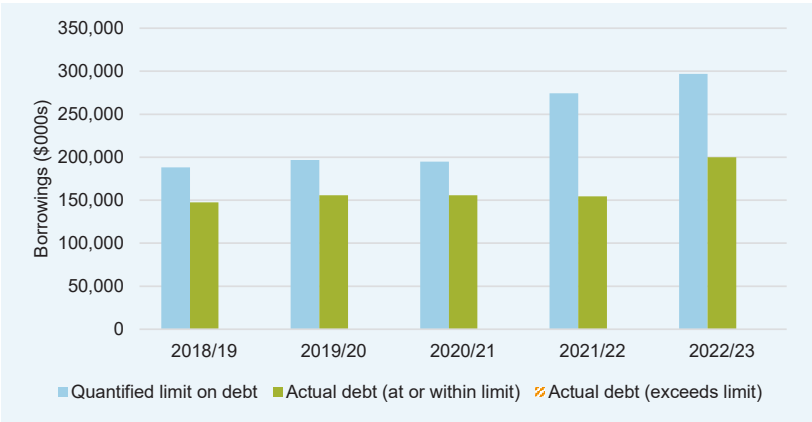


Debt affordability

Council meets the debt affordability benchmark if its actual borrowing is within each quantified limit on borrowing.

The graph at right compares the Council’s actual borrowing with a quantified limit on borrowing stated in the financial strategy included in Council’s Long-term Plans. Council’s quantified limit on borrowings, as set out in the financial strategy excludes debt prefunding.

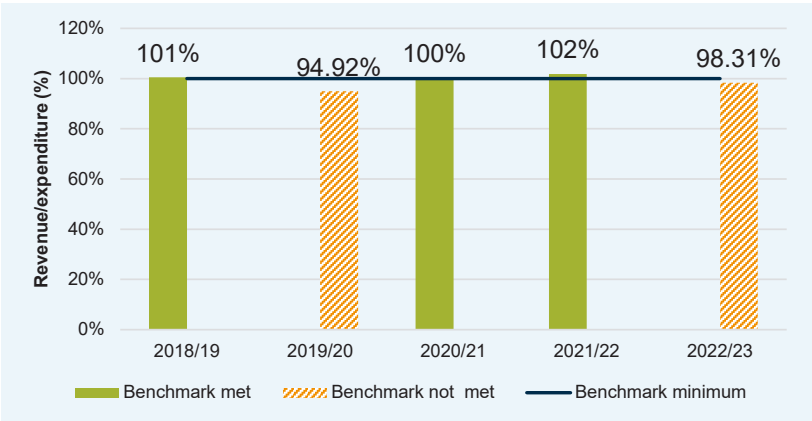
Council’s gross borrowings are \$275 million at 30 June 2023 which includes total prefunding of \$55 million. Excluding prefunding, borrow notes and cash investments Council’s borrowings at year end are \$199.8 million (refer to Note 17.), which is within the borrowings limit.



Balanced budget

The graph at right shows council’s revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments and revaluations of property, plant and equipment) as a proportion of operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant and equipment).

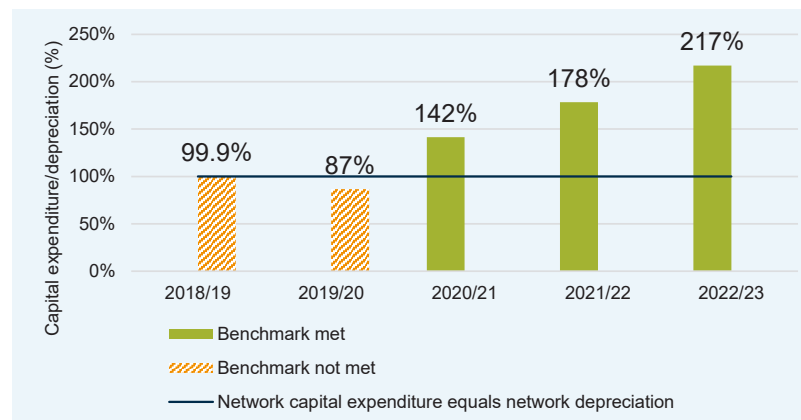
Council meets this benchmark if its revenue equals or is greater than its operating expenses.



Essential services

The graph at right shows the Council's capital expenditure on network services as a proportion of depreciation on network services. Network services means infrastructure related to water supply, sewerage, treatment and disposal of sewage, stormwater drainage, flood protection and control works and the provision of roads and footpaths.

Council meets this benchmark if its capital expenditure on network services equals or is greater than depreciation on network services.

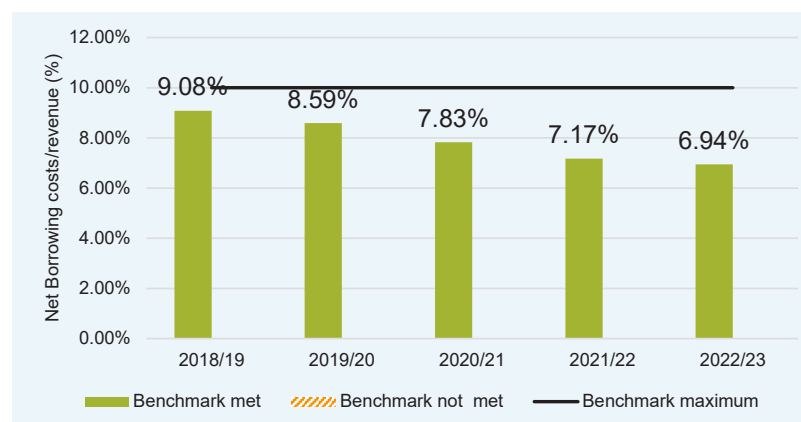


Debt servicing

The graph at right shows the Council's net borrowing costs as a proportion of revenue (excluding development contributions, financial contributions vested assets, gains on derivative financial instruments, and revaluations of property, plant and equipment).

Because Statistics New Zealand projects Council's population will grow more slowly than the national population is projected to grow, Council meets the debt servicing benchmark if its net borrowing costs equal or are less than 10% of its revenue.

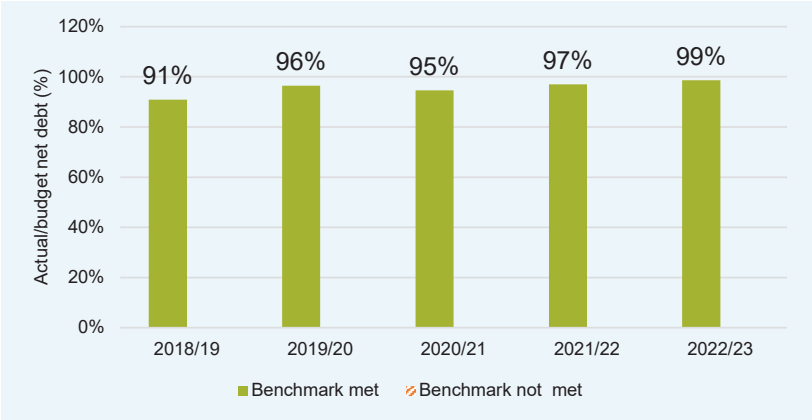
Council has started meeting this benchmark through our green-line strategy (reducing borrowings) and our careful treasury management. This was recognised by Standard and Poor's maintaining Council's credit rating at AA.



Debt control

The graph at right shows Council’s actual net debt as a proportion of planned net debt. In this statement, net debt means financial liabilities less financial assets (excluding trade and other receivables).

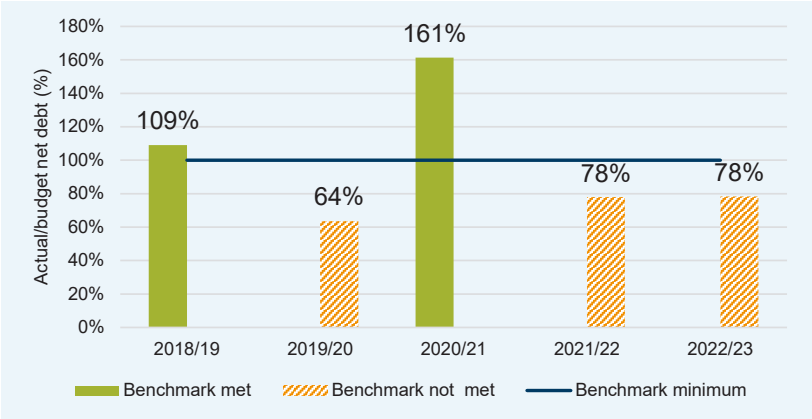
Council meets the debt control benchmark if its actual net debt equals or is less than its planned net debt.



Operations control

This graph at right shows Council’s actual net cash flow from operations as a proportion of its planned net cash flow from operations.

Council meets the operations control benchmark if its actual net cash flow from operations equals or is greater than its planned net cash flow from operations.



Funding impact statements per activity

Water Management funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	-	-	(406)
Targeted rates	8,802	9,559	10,909
Grants and subsidies for operating purposes	-	-	-
Fees and charges	42	44	30
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees and other	-	-	530
Total operating funding	8,844	9,603	11,063
Applications of operating funding			
Payment to staff and suppliers	3,713	4,096	4,609
Finance costs	1,003	850	1,721
Internal charges and overheads applied	959	1,081	1,046
Other operating funding applications	-	-	-
Total applications of operating funding	5,675	6,026	7,376
SURPLUS/DEFICIT OF OPERATING FUNDING	3,169	3,576	3,688
Sources of capital funding			
Grants and subsidies for capital expenditure	3,212	-	1,627
Development and financial contributions	902	1,000	2,250
Increase (decrease) in debt	8,906	16,728	4,504
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	13,020	17,728	8,381
Applications of capital funding			
Capital expenditure			
> to meet additional demand	3,435	2,417	587
> to improve the level of service	12,118	16,728	6,131
> to replace existing assets	1,154	(399)	1,177
Increase (decrease) in reserves	(518)	2,558	4,174
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	16,189	21,304	12,069
SURPLUS/DEFICIT OF CAPITAL FUNDING	(3,169)	(3,576)	(3,688)
FUNDING BALANCE	-	-	-

Access and Transport funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	202	172	10
Targeted rates	10,155	9,301	10,348
Grants and subsidies for operating purposes	2,235	2,509	2,577
Fees and charges	191	151	145
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	35,658	49,720	358
Total operating funding	48,441	61,852	13,437
Applications of operating funding			
Payment to staff and suppliers	5,118	5,656	6,323
Finance costs	2,233	2,215	907
Internal charges and overheads applied	1,094	649	641
Other operating funding applications	-	-	-
Total applications of operating funding	8,445	8,520	7,871
SURPLUS/DEFICIT OF OPERATING FUNDING	39,996	53,332	5,566
Sources of capital funding			
Grants and subsidies for capital expenditure	6,899	10,932	3,259
Development and financial contributions	442	490	752
Increase (decrease) in debt	6,132	3,811	8,538
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	13,473	15,233	12,550
Applications of capital funding			
Capital expenditure			
> to meet additional demand	1,570	1,009	208
> to improve the level of service	10,517	10,522	9,248
> to replace existing assets	5,112	7,424	4,804
Increase (decrease) in reserves	36,270	49,609	3,856
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	53,469	68,565	18,116
SURPLUS/DEFICIT OF CAPITAL FUNDING	(39,996)	(53,332)	(5,566)
FUNDING BALANCE	-	-	-

Coastal Management funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	2,235	2,139	2,378
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	2,235	2,139	2,378
Applications of operating funding			
Payment to staff and suppliers	995	784	1,083
Finance costs	251	310	244
Internal charges and overheads applied	531	380	401
Other operating funding applications	-	-	-
Total applications of operating funding	1,777	1,473	1,728
SURPLUS/DEFICIT OF OPERATING FUNDING	458	666	650
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	217	531	9
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	217	531	9
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	217	531	9
> to replace existing assets	3,043	4,601	1,144
Increase (decrease) in reserves	(2,586)	(3,935)	(494)
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	675	1,197	659
SURPLUS/DEFICIT OF CAPITAL FUNDING	(458)	(666)	(650)
FUNDING BALANCE	-	-	-

Wastewater Management funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	-	-	-
Targeted rates	8,727	9,159	10,074
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	42
Internal charges and overheads recovered	1,439	1,481	1,316
Local authorities fuel tax, fines, infringement fees, and other	-	-	4
Total operating funding	10,166	10,640	11,435
Applications of operating funding			
Payment to staff and suppliers	4,781	5,429	5,341
Finance costs	(6)	21	1,003
Internal charges and overheads applied	1,763	1,827	1,740
Other operating funding applications	-	-	-
Total applications of operating funding	6,538	7,277	8,085
SURPLUS/DEFICIT OF OPERATING FUNDING	3,628	3,363	3,350
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	176	195	385
Increase (decrease) in debt	350	3,104	1,163
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	526	3,299	1,548
Applications of capital funding			
Capital expenditure			
> to meet additional demand	447	1,908	301
> to improve the level of service	350	3,104	1,163
> to replace existing assets	3,181	2,633	4,651
Increase (decrease) in reserves	176	(984)	(1,217)
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	4,155	6,661	4,898
SURPLUS/DEFICIT OF CAPITAL FUNDING	(3,629)	(3,363)	(3,350)
FUNDING BALANCE	-	-	-

Stormwater Management funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	1,589	1,922	2,949
Targeted rates	2,581	2,726	2,212
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	4,169	4,648	5,161
Applications of operating funding			
Payment to staff and suppliers	1,877	2,414	2,559
Finance costs	902	1,100	1,807
Internal charges and overheads applied	292	367	387
Other operating funding applications	-	-	-
Total applications of operating funding	3,071	3,882	4,753
SURPLUS/DEFICIT OF OPERATING FUNDING	1,098	767	409
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	150	166	364
Increase (decrease) in debt	4,823	5,790	11,050
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	4,973	5,956	11,414
Applications of capital funding			
Capital expenditure			
> to meet additional demand	536	598	1,056
> to improve the level of service	4,823	5,790	11,050
> to replace existing assets	864	(9)	(551)
Increase (decrease) in reserves	(151)	344	268
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	6,072	6,723	11,823
SURPLUS/DEFICIT OF CAPITAL FUNDING	(1,099)	(767)	(409)
FUNDING BALANCE	-	-	-

Sustainability & Resilience funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	1,258	1,283	1,155
Targeted rates	-	-	(6)
Grants and subsidies for operating purposes	-	-	-
Fees and charges	611	760	1,107
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	1,869	2,044	2,257
Applications of operating funding			
Payment to staff and suppliers	1,049	1,300	1,274
Finance costs	88	92	49
Internal charges and overheads applied	588	488	555
Other operating funding applications	-	-	-
Total applications of operating funding	1,725	1,880	1,878
SURPLUS/DEFICIT OF OPERATING FUNDING	144	163	379
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	-	-	-
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	132	631	551
Increase (decrease) in reserves	12	(467)	(172)
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	144	163	379
SURPLUS/DEFICIT OF CAPITAL FUNDING	(144)	(163)	(379)
FUNDING BALANCE	-	-	-

Economic Development funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	1,572	2,571	3,351
Targeted rates	565	565	564
Grants and subsidies for operating purposes	449	285	155
Fees and charges	10	176	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	31	-	-
Total operating funding	2,627	3,598	4,069
Applications of operating funding			
Payment to staff and suppliers	2,307	3,119	3,707
Finance costs	85	80	(19)
Internal charges and overheads applied	297	396	468
Other operating funding applications	-	-	-
Total applications of operating funding	2,689	3,595	4,155
SURPLUS/DEFICIT OF OPERATING FUNDING	(62)	3	(87)
Sources of capital funding			
Grants and subsidies for capital expenditure	865	1,115	233
Development and financial contributions	-	-	-
Increase (decrease) in debt	1,950	1,996	(791)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	2,815	3,111	(558)
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	2,815	3,111	(558)
> to replace existing assets	-	-	-
Increase (decrease) in reserves	(62)	3	(87)
Increase (decrease) in investments	-	-	-
Total applications of capital funding	2,754	3,114	(644)
SURPLUS/DEFICIT OF CAPITAL FUNDING	62	(3)	87
FUNDING BALANCE	-	-	-

Community Facilities and Community Support funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	1,021	958	1,011
Targeted rates	3,515	4,465	4,857
Grants and subsidies for operating purposes	-	-	-
Fees and charges	1,358	1,360	1,497
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	5	5	5
Total operating funding	5,899	6,788	7,369
Applications of operating funding			
Payment to staff and suppliers	2,688	3,058	3,780
Finance costs	395	377	88
Internal charges and overheads applied	1,155	1,268	1,234
Other operating funding applications	-	-	-
Total applications of operating funding	4,239	4,703	5,102
SURPLUS/DEFICIT OF OPERATING FUNDING	1,660	2,085	2,267
Sources of capital funding			
Grants and subsidies for capital expenditure	3,210	1,945	2,659
Development and financial contributions	361	400	572
Increase (decrease) in debt	2,986	3,790	2,145
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	6,557	6,135	5,376
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	6,196	5,735	4,804
> to replace existing assets	6,084	4,383	3,768
Increase (decrease) in reserves	(4,062)	(1,898)	(929)
Increase (decrease) in investments	-	-	-
Total applications of capital funding	8,218	8,220	7,643
SURPLUS/DEFICIT OF CAPITAL FUNDING	(1,660)	(2,085)	(2,267)
FUNDING BALANCE	-	-	-

Parks and Open Spaces funding impact statement for the year ended 30 June 2023			
	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	167	201	188
Targeted rates	6,912	6,812	6,683
Grants and subsidies for operating purposes	-	-	-
Fees and charges	467	509	470
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	7,576	7,522	7,341
Applications of operating funding			
Payment to staff and suppliers	4,008	3,422	3,727
Finance costs	231	260	(142)
Internal charges and overheads applied	1,752	1,900	1,837
Other operating funding applications	-	-	-
Total applications of operating funding	5,991	5,582	5,422
SURPLUS/DEFICIT OF OPERATING FUNDING	1,585	1,939	1,920
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	1,533	1,698	4,765
Increase (decrease) in debt	1,328	3,143	641
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	2,861	4,841	5,406
Applications of capital funding			
Capital expenditure			
> to meet additional demand	1,848	-	-
> to improve the level of service	1,328	3,143	641
> to replace existing assets	1,072	3,389	1,748
Increase (decrease) in reserves	198	248	4,937
Increase (decrease) in investments	-	-	-
Total applications of capital funding	4,446	6,780	7,326
SURPLUS/DEFICIT OF CAPITAL FUNDING	(1,585)	(1,939)	(1,920)
FUNDING BALANCE	-	-	-

Recreation and Leisure funding impact statement

for the year ended 30 June 2023			
	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	649	796	766
Targeted rates	9,009	10,084	10,478
Grants and subsidies for operating purposes	274	50	277
Fees and charges	1,703	1,803	1,815
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	75	25	68
Total operating funding	11,709	12,757	13,404
Applications of operating funding			
Payment to staff and suppliers	7,551	7,663	7,989
Finance costs	550	883	941
Internal charges and overheads applied	2,127	2,608	2,581
Other operating funding applications	-	-	-
Total applications of operating funding	10,228	11,154	11,511
SURPLUS/DEFICIT OF OPERATING FUNDING	1,482	1,603	1,893
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	89	86	300
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	89	86	300
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	89	86	300
> to replace existing assets	766	2,194	938
Increase (decrease) in reserves	715	(591)	955
Increase (decrease) in investments	-	-	-
Total applications of capital funding	1,570	1,690	2,193
SURPLUS/DEFICIT OF CAPITAL FUNDING	(1,481)	(1,603)	(1,893)
FUNDING BALANCE	-	-	-

Districtwide Planning funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	3,114	3,687	3,214
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	3,114	3,687	3,214
Applications of operating funding			
Payment to staff and suppliers	2,558	2,991	2,477
Finance costs	-	-	-
Internal charges and overheads applied	556	578	737
Other operating funding applications	-	-	-
Total applications of operating funding	3,114	3,569	3,214
SURPLUS/DEFICIT OF OPERATING FUNDING	-	118	-
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	1,027	974	202
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	1,027	974	202
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	1,027	1,091	202
> to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	-
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	1,027	1,091	202
SURPLUS/DEFICIT OF CAPITAL FUNDING	-	(118)	-
FUNDING BALANCE	1,027	-	-

Regulatory Services funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	4,894	5,173	6,432
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	100
Fees and charges	4,878	5,959	5,010
Internal charges and overheads recovered	449	893	1,353
Local authorities fuel tax, fines, infringement fees, and other	147	154	31
Total operating funding	10,368	12,179	12,927
Applications of operating funding			
Payment to staff and suppliers	6,385	7,705	8,235
Finance costs	11,	9	13
Internal charges and overheads applied	3,943	4,441	4,635
Other operating funding applications	-	-	-
Total applications of operating funding	10,339	12,156	12,883
SURPLUS/DEFICIT OF OPERATING FUNDING	29	23	44
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	11	-	26
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	11	-	26
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	11	-	26
> to replace existing assets	-	-	-
Increase (decrease) in reserves	29	23	44
Increase (decrease) in investments	-	-	-
Total applications of capital Funding	40	23	70
SURPLUS/DEFICIT OF CAPITAL FUNDING	(29)	(23)	(44)
FUNDING BALANCE	-	-	-

Community Support funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	2,721	3,070	2,353
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	2,721	3,070	2,353
Applications of operating funding			
Payment to staff and suppliers	2,070	2,270	1,738
Finance costs	10	10	12
Internal charges and overheads applied	641	790	602
Other operating funding applications	-	-	-
Total applications of operating funding	2,721	3,070	2,353
SURPLUS/DEFICIT OF OPERATING FUNDING	-	-	-
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	-	-	-
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	-
Increase (decrease) in investments	-	-	-
Total applications of capital funding	-	-	-
SURPLUS/DEFICIT OF CAPITAL FUNDING	-	-	-
FUNDING BALANCE	-	-	-

Governance funding impact statement for the year ended 30 June 2023

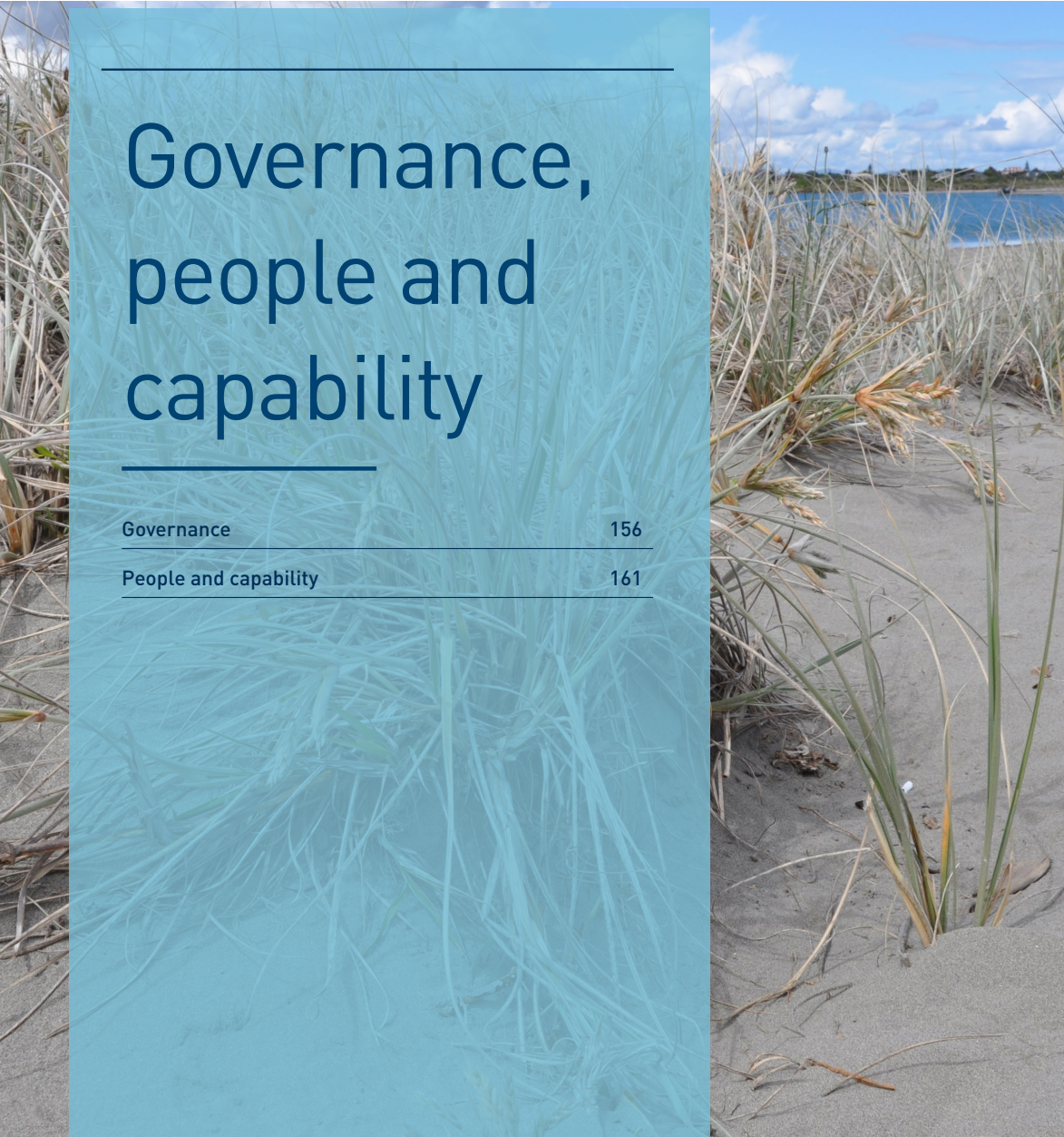
	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	3,256	4,236	4,055
Targeted rates	339	579	447
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	41	65
Total operating funding	5,595	4,856	4,567
Applications of operating funding			
Payment to staff and suppliers	2,175	3,265	3,217
Finance costs	5	6	7
Internal charges and overheads applied	1,459	1,834	1,556
Other operating funding applications	-	-	-
Total applications of operating funding	3,639	5,104	4,780
SURPLUS/DEFICIT OF OPERATING FUNDING	(44)	(248)	(213)
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	-	(2,271)
Gross proceeds from sale of assets	-	-	2,271
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	-	-	-
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	-	57	90
Increase (decrease) in reserves	(44)	(305)	(303)
Increase (decrease) in investments	-	-	-
Total applications of capital funding	(44)	(248)	(213)
SURPLUS/DEFICIT OF CAPITAL FUNDING	44	248	213
FUNDING BALANCE	-	-	-

Tāngata Whenua funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	911	1,067	557
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	4
Total operating funding	911	1,067	562
Applications of operating funding			
Payment to staff and suppliers	760	864	404
Finance costs	-	-	-
Internal charges and overheads applied	191	203	158
Other operating funding applications	-	-	-
Total applications of operating funding	911	1,067	562
SURPLUS/DEFICIT OF OPERATING FUNDING	-	-	-
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	3	3	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	3	3	-
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	3	3	-
> to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	-
Increase (decrease) in investments	-	-	-
Total applications of capital funding	3	3	-
SURPLUS/DEFICIT OF CAPITAL FUNDING	-	-	-
FUNDING BALANCE	-	-	-

Corporate funding impact statement for the year ended 30 June 2023

	2021/22 Budget \$000	2022/23 Budget \$000	2022/23 Actual \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	2,048	3,573	1,637
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	289	296	307
Internal charges and overheads recovered	21,879	23,129	22,629
Local authorities fuel tax, fines, infringement fees, and other	1,666	3,593	4,130
Total operating funding	25,881	30,591	28,703
Applications of operating funding			
Payment to staff and suppliers	16,506	20,319	17,976
Finance costs	2,391	2,770	3,505
Internal charges and overheads applied	6,420	6,693	6,719
Other operating funding applications	-	-	-
Total applications of operating funding	25,318	29,782	28,199
SURPLUS/DEFICIT OF OPERATING FUNDING	564	809	503
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	(1)
Increase (decrease) in debt	3,539	2,803	7,019
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	3,539	2,803	7,018
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	3,539	2,803	7,019
> to replace existing assets	1,186	1,215	1,013
Increase (decrease) in reserves	(621)	(406)	(512)
Increase (decrease) in investments	-	-	-
Total applications of capital funding	4,104	3,612	7,521
SURPLUS/DEFICIT OF CAPITAL FUNDING	(565)	(809)	(503)
FUNDING BALANCE	-	-	-



Governance

This activity supports Kāpiti Coast District Council’s wider strategy of working with the community and being good partners, as well as meeting our statutory requirements relating to governance, consultation, and decision-making responsibilities.

Elected members

The Kapiti Coast District Council consists of a Mayor and 10 Councillors. Three Kāpiti District Councillors are elected from across the district and seven are elected from four wards.



Janet Holborow

Mayor, Kāpiti Coast District Council
janet.holborow@Kapiticoast.govt.nz



Lawrence Kirby

Deputy Mayor and Districtwide Councillor
lawrence.kirby@Kapiticoast.govt.nz



Glenn Cooper

Paraparaumu Ward Councillor
glen.cooper@Kapiticoast.govt.nz



Martin Halliday

Paraparaumu Ward Councillor
martin.halliday@Kapiticoast.govt.nz



Sophie Handford

Paekākāriki-Raumati Ward Councillor
sophie.handford@Kapiticoast.govt.nz



Rob Kofoed

Districtwide Councillor
rob.kofoed@Kapiticoast.govt.nz



Liz Koh

Districtwide Councillor
liz.koh@Kapiticoast.govt.nz



Jocelyn Prvanov

Waikanae Ward Councillor
jocelyn.prvanov@Kapiticoast.govt.nz



Kathy Spiers

Paraparaumu Ward Councillor
kathy.spiers@Kapiticoast.govt.nz



Shelly Warwick

Ōtaki Ward Councillor
shelly.warwick@Kapiticoast.govt.nz



Nigel Wilson

Waikanae Ward Councillor
nigel.wilson@Kapiticoast.govt.nz

Community boards

Supporting the Council are five district community boards: Ōtaki, Paraparaumu, Raumati, Waikanae and Paekākāriki. Community boards are the grassroots of local democracy, where people in each of our towns and villages can take their concerns or seek assistance.

The Council has a strong partnership base with community boards on local matters. Council is represented at Community Boards through ward Councillor representation which sees two Paraparaumu ward Councillors sitting on the Paraparaumu Community Board, one Waikanae ward Councillor sitting on the Waikanae Community Board and the ward Councillors for Paekākāriki-Raumati and Ōtaki sitting on their respective community boards. As far as practicable, local issues are referred to community boards for consideration, comment or recommendations before decisions are made.

Community Board representatives are also nominated as representatives to Council and committees where they can contribute to the debate, helping ensure that the interests of the whole district are considered. Community board representatives do not have voting rights at Council meetings but have voting rights at Council's two subcommittees. A Community Board's role is mainly advocacy, but it also has powers to make some decisions about issues within its boundaries. Boards make submissions to the Council and other statutory agencies.

Community Board's control local funds for making grants to individuals and groups for community purposes.

Community board members

Ōtaki Community Board

The area covered by the Ōtaki Community Board includes north of Marycrest, Te Horo, Ōtaki and north to Forest Lakes.

Cam Butler, Chair
cam.butler@kapiticoast.govt.nz

Simon Black, Deputy Chair
simon.black@kapiticoast.govt.nz

Jacki Elliott
jackie.elliott@kapiticoast.govt.nz

Chris Papps
Christine.Papps@kapiticoast.govt.nz

Waikanae Community Board

The Waikanae Community Board covers an area from Waikanae Downs in the south through to Te Horo Beach Road and School Road in the north.

Richard Mansell, Chair
richard.mansell@kapiticoast.govt.nz

Michael Moore, Deputy Chair
michael.moore@kapiticoast.govt.nz

Tonchi Begovich
tonchi.begovich@kapiticoast.govt.nz

Michelle Lewis
michelle.Lewis@kapiticoast.govt.nz

Paraparaumu/Raumati Community Board

The Paraparaumu Community Board covers an area up to the Waikanae River in the north (excluding Waikanae Downs), and bounding Mannson Lane, the southern boundary of the Kāpiti Coast Airport, Rata Road/Conifer Street, and the old State Highway One in the south.

Glen Olsen, Chair
glen.olsen@kapiticoast.govt.nz

Guy Burns, Deputy Chair
guy.burns@kapiticoast.govt.nz

Karl Webber
karl.webber@kapiticoast.govt.nz

Bernie Randall
bernie.randall@kapiticoast.govt.nz

Raumati Community Board

The Raumati Community Board covers an area from Whareroa Stream in the south, bounding Mannson Lane, the southern boundary of the Kāpiti Coast Airport, Rata Road/Conifer Street, and the old State Highway One.

Bede Laracy, Chair
bede.laracy@kapiticoast.govt.nz

Johnny Best, Deputy Chair
johnny.best@kapiticoast.govt.nz

Tarn Sheerin
tarn.sheerin@kapiticoast.govt.nz

Tim Sutton
tim.sutton@kapiticoast.govt.nz

Paekākāriki Community Board

The Paekākāriki Community Board covers an area up to Whareroa Stream in the north, down to Fisherman's Table in the south.

Sean McKinley, Chair
sean.mckinley@kapiticoast.govt.nz

Kelsey Lee, Deputy Chair
kelsey.lee@kapiticoast.govt.nz

Christian Judge
christian.judge@kapiticoast.govt.nz

Sorcha Ruth
sorcha.ruth@kapiticoast.govt.nz

Council meetings

Council meetings are generally scheduled monthly with additional meetings arranged as required. These meetings are publicly advertised in local newspapers and on Council's website. The Council has delegated some of its powers to committees, sub-committees, and hearing commissioners (standing committees) to meet regularly to discuss matters within their delegation and/or make recommendations to the Council.

In total for the new triennium beginning in October there were 11 Council meetings, 10 committee meetings and 8 subcommittee meetings.

Committees for the 2022-25 triennium

As well as Council and community boards, committees are established with each new triennium to better channel the Council's resources for an efficient governance structure. For the 2022–25 triennium these are:

- Strategy, Operations and Finance Committee
- Risk and Assurance Committee
- Social Sustainability Subcommittee
- Climate and Environment Subcommittee
- Chief Executive Performance and Employment Committee
- Appeals Hearing Committee
- Campe Estate Committee
- Grants Allocation Committee

Te Whakaminenga o Kāpiti

Te Whakaminenga o Kāpiti is the independent advisory to Council representing Council's partnership with the three iwi and hapū on the Kāpiti Coast: Ātiawa ki Whakarongotai Charitable Trust, Ngā Hapū o Ōtaki, Ngāti Toa Rangatira and Ngāti Haumia. Council's Memorandum of Understanding with iwi and hapū is one of the longest-lasting partnerships between mana whenua and local government in New Zealand. During the new triennium which began in October, there were four Te Whakaminenga o Kāpiti meetings held.

Mana whenua Representatives

As part of its governance structure for the 2022–2025 triennium, Council has invited mana whenua to nominate governance representatives from each iwi to participate in Council and committee meetings to represent its partnership with mana whenua. Since the start of the 2022 – 2025 triennium, all three iwi have nominated representatives to attend Council and its committees, with the ability to participate and contribute to debate at Council and to vote on committees and subcommittees.

Council's mana whenua representatives are:

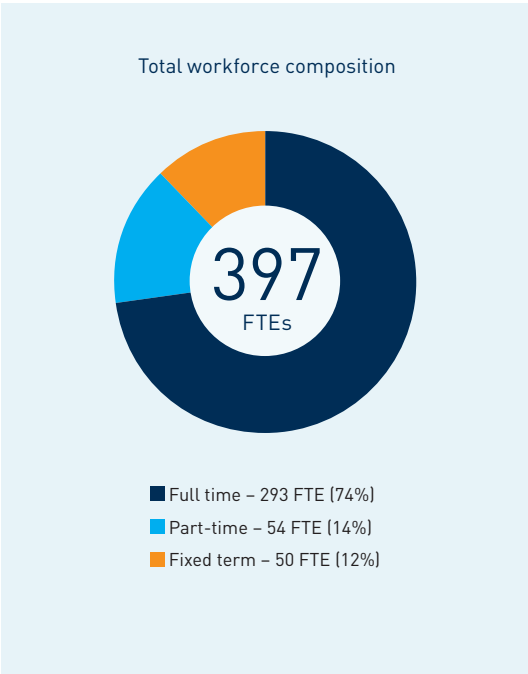
André Baker, Chair

- representatives from Ātiawa ki Whakarongotai
– André Baker, Chair of Te Whakaminenga, Christopher Gerretzen and Janine Huxford
- representatives from Ngā Hapū o Ōtaki
– Denise Hapeta, Kirsten Hapeta and Kim Tahiwī
- representative from Ngāti Toa Rangatira
– Huriwai Paki

People and capability

Workforce profile

At the end of June 2023, our workforce comprised 397 full time equivalent (FTE) employees. This figure is made up both full time and part time employees but excludes casual employees. This equated to a headcount of 454 people (excluding casual employees).



Our employees were spread across eight business groups with the following headcount per Group:

- Chief Executive Office - includes Group Managers – 8 FTE
- Corporate Services - 54 FTE
- Infrastructure Services – 111 FTE
- Organisational Development – 12 FTE
- People and Partnerships – 42 FTE
- Place and Space – 125 FTE **includes seasonal fixed term workers
- Regulatory Services – 70 FTE
- Strategy and Growth – 32 FTE

Staff Turnover for the 1 July 2022 – 30 June 2023 was 17.5%, down from 27% for the previous financial year.

The first post Covid-19 organisational wide Gallup Staff Survey was undertaken in February 2023. Results saw an increase from the previous staff survey which was completed pre COVID-19 in October 2021 in levels of staff participation, engagement, and satisfaction.

capability



Statement of compliance and responsibility

Statement of compliance and responsibility

1 July 2022 to 30 June 2023

Compliance

The elected members and management of Kāpiti Coast District Council confirm that all statutory requirements of sections 98 and 99 of the Local Government Act 2002 have been complied with.

Responsibility

We accept responsibility for the preparation of the annual financial statements and the judgements used in them, and for establishing and maintaining a system of internal control that provides reasonable assurance as to the integrity and reliability of our financial reporting.

In our opinion, the annual financial statements for the year ended 30 June 2023 fairly reflect the financial position and operations of the Council.



Janet Holborow
Mayor, Kāpiti Coast District

26 October 2023



Darren Edwards
Chief Executive

26 October 2023

responsibility





INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF KĀPITI COAST DISTRICT COUNCIL'S ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2022

The Auditor-General is the auditor of Kāpiti Coast District Council (the District Council). The Auditor-General has appointed me, David Borrie, using the staff and resources of Ernst & Young, to report on the information in the District Council's annual report that we are required to audit under the Local Government Act 2002 (the Act). We refer to this information as "the audited information" in our report.

COMING

We are also required to report on:

- whether the District Council has complied with the requirements of Schedule 10 of the Act that apply to the annual report; and
- the completeness and accuracy of the District Council's disclosures about its performance against benchmarks that are required by the Local Government (Financial Reporting and Prudence) Regulations 2014.

We refer to this information as "the disclosure requirements" in our report.

We completed our work on 29 September 2022. This is the date on which we give our report.

Opinion on the audited information

In our opinion:

- the financial statements on pages 98 to 141:
 - present fairly, in all material respects:
 - the District Council's financial position as at 30 June 2022;
 - the results of its operations and cash flows for the year ended on that date; and

- comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards;
- the funding impact statement on page 100, presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's Long-term plan.
- the statement of service provision referred to as 'Activities & Services' on pages 24 to 94:
 - presents fairly, in all material respects, the District Council's levels of service for each group of activities for the year ended 30 June 2022, including:
 - the levels of service achieved compared with the intended levels of service and whether any intended changes to levels of service were achieved;
 - the reasons for any significant variation between the levels of service achieved and the intended levels of service; and
- complies with generally accepted accounting practice in New Zealand; and

- the statement about capital expenditure for each group of activities on pages 146 to 153, presents fairly, in all material respects, actual capital expenditure as compared to the budgeted capital expenditure included in the District Council's Long-term plan; and
- the funding impact statement for each group of activities on pages 146 to 153, presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's Long-term plan.

Report on the disclosure requirements

We report that the District Council has:

- complied with the requirements of Schedule 10 of the Act that apply to the Annual Report; and
- made the disclosures about performance against benchmarks as required by the Local Government (Financial Reporting and Prudence Regulations 2014) on pages 142 to 145, which represent a complete list of required disclosures and accurately reflects the information drawn from the District Council's audited information and, where applicable, the District Council's Long-Term Plan.

Emphasis of matter – The Government's three waters reform programme announcement

Without modifying our opinion, we draw attention to note 11 on page 121, which outlines that, in June 2022, the Government introduced legislation to establish four publicly owned water services entities to take over responsibilities for service delivery and infrastructure from local authorities with effect from 1 July 2024. The impact of these proposed reforms, once legislated, will mean that the District Council will no longer deliver three waters services or own the assets required to deliver these services. The bill is currently before Parliament and as such, the impacts of the proposed reforms are currently unclear. Additional legislation is expected later in 2022 that will provide detail on the transfer of assets and liabilities to the water service entities.

Basis for our opinion on the audited information

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand)

issued by the New Zealand Auditing and Assurance Standards Board. We describe our responsibilities under those standards further in the *"Responsibilities of the auditor for the audited information"* section of this report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on the audited information.

Responsibilities of the Council for the audited information

The Council is responsible for meeting all legal requirements that apply to its annual report.

The Council's responsibilities arise under the Local Government Act 2002 and the Local Government (Financial Reporting and Prudence) Regulations 2014.

The Council is responsible for such internal control as it determines is necessary to enable it to prepare the information we audit that is free from material misstatement, whether due to fraud or error.

In preparing the information we audit the Council is responsible for assessing its ability to continue as a going concern. The Council is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to amalgamate or cease all of the functions of the District Council or there is no realistic alternative but to do so.

Responsibilities of the auditor for the audited information

Our objectives are to obtain reasonable assurance about whether the audited information, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an audit report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of this audited information.

For the budget information reported in the audited information, our procedures were limited to checking that the budget information agreed to the District Council's Annual Plan or Long-term Plan 2021-41.

We did not evaluate the security and controls over the electronic publication of the audited information.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the audited information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing

an opinion on the effectiveness of the District Council's internal control.

- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council.
- We determine the appropriateness of the reported intended levels of service in the statement of service provision referred to as "Activities & Services", as a reasonable basis for assessing the levels of service achieved and reported by the District Council.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Council and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast a significant doubt on the District Council's ability to A member firm of Ernst & Young Global Limited continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our audit report to the related disclosures in the audited information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our audit report.

However, future events or conditions may cause the District Council to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the audited information, including the disclosures, and whether the audited information represents, where applicable, the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Other Information

The Council is responsible for the other information included in the annual report. The other information comprises the information included on pages 1 to 23, 97, 154 to 170 and 175 to 181, but does not include the audited information and the disclosure requirements, and our auditor's report thereon.

Our opinion on the audited information and our report on the disclosure requirements do not cover the other information, and we do not express any form of audit opinion or assurance conclusion thereon.

Our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the audited information and the disclosure requirements, or our knowledge obtained during our work, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the District Council in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: International Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board.

In addition to our audit and our report on the disclosure requirements, we have carried out an assurance engagement in relation to the District Council's debenture trust deed, which is compatible with independent requirements. Other than these engagements we have no relationship with or interests in the District Council.



David Borrie
Ernst & Young
Chartered Accountants
On behalf of the Auditor-General
Wellington, New Zealand
06 October 2022





Kāpiti Coast
DISTRICT COUNCIL
Me Huri Whakamuri, Ka Titiro Whakamua

Contact information

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Facebook: facebook.com/Kapiticoastdistrictcouncil

The Kāpiti Coast District Council disclaims any liability whatsoever in connection with any action taken in reliance of this document for any error, deficiency, flaw or omission contained in it.

Securing our future

Summary Annual Report 2022/23

TOITŪ KĀPITI



Captured by Friday Photography



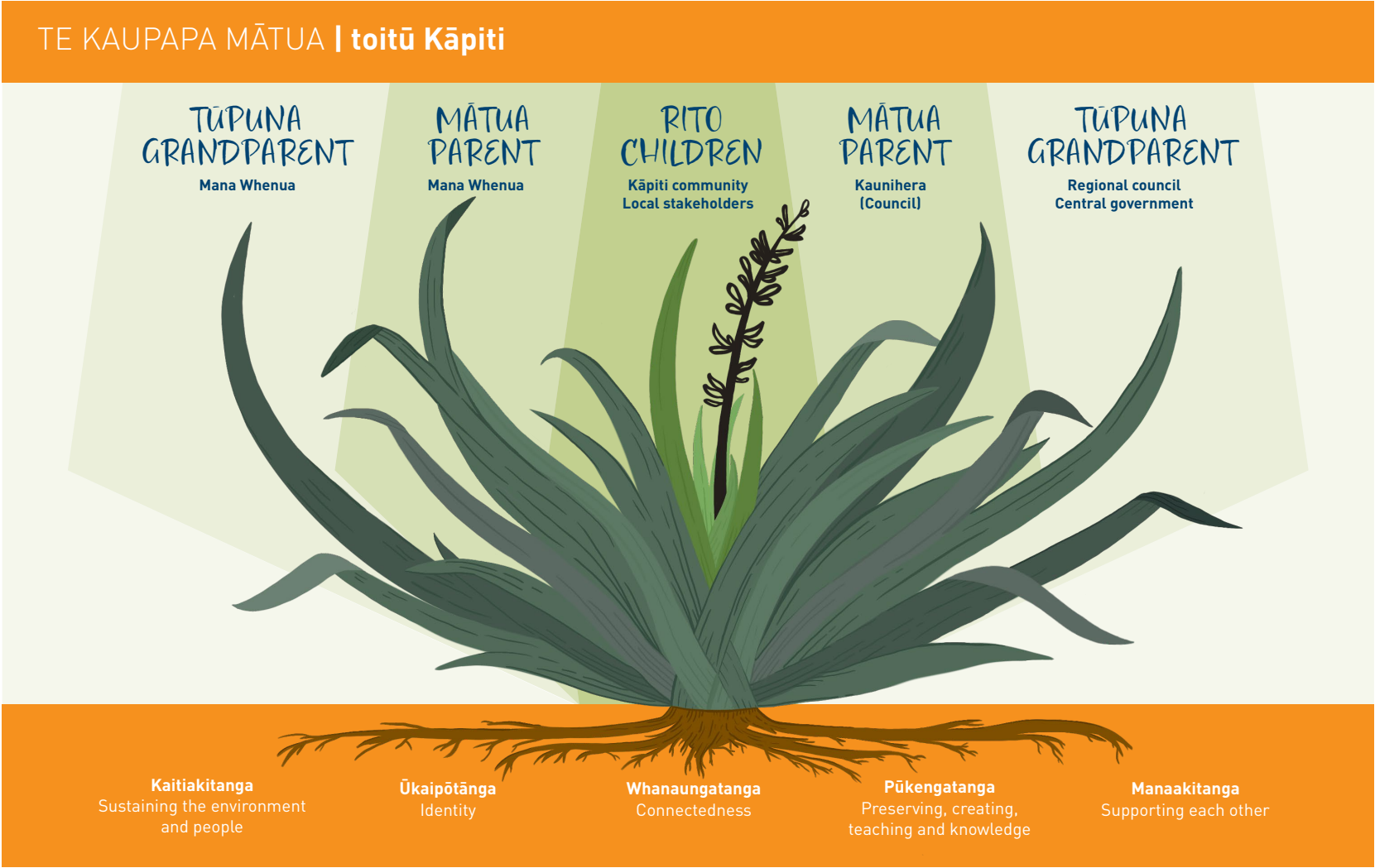
Introduction

Mihimihi greetings from tangata whenua

Ka rere tāwhangawhanga te au o te kupu
ki te Toi o Ngā Rangi, ki ngā pou tiriao o te
ao wairua ōtira o te waahi ngaro e poipoia
ana ngā tāonga kāmeheameha no tua
whakarere nei ra te mihi matakuihui nā
te mana, nā te tapu o te whenua e hōrapa
ana te mihi tēna koutou katoa!

The tangata whenua of the District are Te Ātiawa
ki Whakarongotai, Ngāti Raukawa represented through
Ngā Hapū o Ōtaki and Ngāti Toa Rangatira, including
whānau and hapū. In the 1820s–1830s they were
firmly established in the District and were signatories
to the Treaty of Waitangi at various locations on the
Kāpiti coast. We recognise and affirm their whakapapa
and their responsibilities to our past, present and
future peoples by protecting and improving the
wellbeing of our land and waters, so we can create an
environment that is able to sustain, support and
nourish its communities.





Mayor and Chief Executive message



Mayor of the Kāpiti Coast District, Janet Holborow (left) and Chief Executive of the Kāpiti Coast District Council, Darren Edwards (right).

Nau mai haere mai. Tēnā koutou, tēnā koutou, tēnā koutou katoa. Welcome to the Kāpiti Coast District Council's Annual Report for 2022/23.

This is the second Annual Report against the Kāpiti Coast District Council's Long-term Plan for 2021–2041.

It's a snapshot of how we performed against the goals we set in the plan, including how well we managed our finances, and delivered our core services and other initiatives to enhance and futureproof the District.

A lot has changed since we adopted the Long-term Plan 2021–41 amid pandemic lockdowns and European conflict. Sharp inflation and interest rate increases drove up the cost of the materials and skills we need to deliver our work programmes. Like households and businesses, we've had to re-prioritise, slowing down some work in favour of a sharper focus on other areas, such as building the resilience of the District's core infrastructure and services.

We're optimistic of a more settled economy and improved affordability in a few years. When that day comes, we'll be ramping up our plans to invest in the future – one that aligns with what our community wants and needs. Right now we are asking our residents what they think through Vision Kāpiti, which is exploring the community's aspirations for how future generations might live, work, and play in Kāpiti. The outcomes from this will help guide Council decision-making for many years to come, so thank you in advance for talking to us.

On the financial front, we had our AA credit rating reaffirmed by S&P Global. This means we have a very strong capacity to meet our financial obligations. It's fantastic news, especially given some of the challenges we've faced over the past few years. While the rating was adjusted from stable to negative in recognition of the rising costs of essential materials and skills, the AA rating means we're able to secure better interest rates for debt than would have been otherwise commercially possible.

We achieved 75 percent of our non-financial performance measures this year – an improvement from the 68 percent recorded in 2021/22 – but we didn't do quite so well on the residents' opinion survey, with overall satisfaction down from 70 percent to 64 percent.

In the survey, residents told us we can do better in a few specific areas, such as traffic flow, and road and footpath conditions. Less tangible, but equally important, areas for improvement are perceptions of how well Council is making decisions, guiding the District, and demonstrating value for money. It's humbling to hear, and we're taking this feedback on board. This is where the insights from Vision Kāpiti will be so important for both lifting resident satisfaction, and for our short-term and long-term planning.

Now let's talk about some of the big wins from the past year

In roading, the McKays to Peka Peka portion of the Old SH1 is now almost complete. This separates local and expressway traffic, helping to make travelling through the District safer and shorter. The transport hub at Paraparaumu, which aims to improve people's experience of public transport and connections to our retail area, is also receiving its finishing touches.



Lorna Irene playground.

It's been a big year for stormwater renewals and upgrades, with completed works in Paraparaumu, Waikanae and Ōtaki and progress on the multi-stage Amohia catchment upgrade in Paraparaumu. In Ōtaki the site of the new water reservoir has been confirmed so we can start construction later this year. The reservoir is a huge asset for the community as it will improve firefighting capability and provide secure water supply for existing and future homes in Ōtaki.



Kāpiti expressway.

Highlights in our community spaces include completing the new Toi Mahara Gallery, introduction of an Open Space Strategy and implementation plan to deliver on the aspirations of our communities as our District grows, and planting of more than 20,000 plants, shrubs, and trees. The Lorna Irene Drive Reserve playground in Raumati South was upgraded to cater for all abilities, with a bonus win of the Playground of the Year award at the Recreation Aotearoa NZ Parks Awards.

We've achieved a lot despite a challenging year and we're looking forward to the economy picking up so we can get back to some of the projects and initiatives that had to be put on hold or slowed down. In the meantime, our priorities will be to safeguard our essential infrastructure and strengthen community wellbeing with the knowledge and support of the people of Kāpiti.

Toitū te whenua, toitū te wai, toitū te tāngata – toitū Kāpiti.



Janet Holborow
Mayor



Darren Edwards
Chief Executive



Kāpiti road planting.



Exterior of the new Toi Mahara Gallery.



We've had a big year

13,459 service requests received

28,140 front counter customers welcomed

Over 42,000 customer calls answered

1110 voicemails responded to

17,511 e-mail, antenna, and website submissions received

48.8 kilometres of open waterways cleaned

11.6 kilometres of local roads re-sealed

5 kilometres of new footpaths constructed

6 billion litres of treated potable water consumed delivered to households

18 new or upgraded street lights across the District

12,000m² of wastewater treated at Paraparaumu and Otaki treatment plants

Registered 8324 dogs

284,000 visits to our libraries

12,000 visitors to the Kāpiti Coast Art Trail

Hosted 3000 people Movies in the Park

20,000 plants, shrubs and trees planted

6,231 hours weed eating and 8,625 hours on mowers and tractors last year

312,000 visitors to our aquatics centres.



Snapshot of the Council's performance for the year

summary

Financial performance/ position

\$8.5m

Surplus mainly due to higher than budgeted development contributions, unbudgeted Infrastructure Accelerated Fund and the gain on assets disposal

70%

Total income is derived from rates.

7.5%

Average rates increase 2022/23.

\$103.6m

Actual rates revenue for the year.

\$1.9b

The Council's net value as at 30 June 2023.

\$199.8m

Net debt at 30 June 2023.

AA/A-1+

credit rating from S&P Global.

Capital projects



\$61.5m

Actual spend for the year. Despite supply and resource shortages we achieved our highest capital spend.

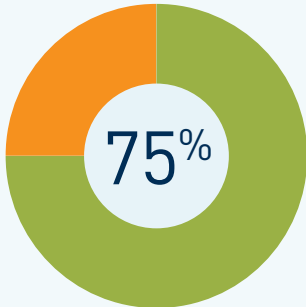
73%

Capital expenditure budget spent.

\$22.2m

Carried over to 2023/24 and outyears.

Service performance



Achieved 75%
Not achieved 25%

63

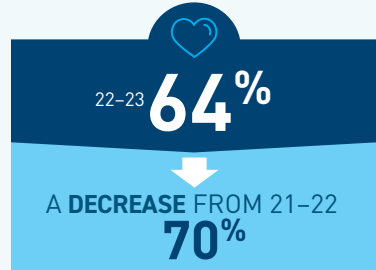
Achieved

21

Not achieved

Out of 84 performance measures.

Residents' satisfaction



Compared to the previous year:

- overall adjusted **satisfaction** ↓ 6 %
- satisfaction with **value for money** ↓ 5%

The three drivers of change in satisfaction relate to the Council:

- Making good decisions
- Guiding the District in the right direction
- Value for money.

Financial overview

Revenue for the year was
\$116.8 million

Total revenue was \$49.4 million below budget mainly due to budgeted vested assets that will not be recognised until 2023/24.

Total expenses for the year were
\$108.3 million

Operating expenses were \$700,000 higher than budget mainly due to higher than budgeted interest expense.

Operating surplus for the year was
\$8.5 million

The operating surplus was \$50.1 million lower than budget.

This is mainly due to higher than budgeted development contributions income, unbudgeted Infrastructure Accelerated Fund income, and a gain on assets disposal.



Unrealised gain on derivatives

\$2.9 million

Unrealised gains in derivatives refers to the increase in the value of our interest rate swap portfolio that has not yet been closed or settled. This gain is considered “unrealised” because it has not been converted into actual profit until the swap contract is closed or settled. It represents the difference between the current market value of the derivative and its original cost of value when acquired.

Swaps is to manage and mitigate interest rate fluctuations and is a hedging tool to protect against adverse movements in interest rates, by exchanging cash flows based on predetermined terms instead of debt on floating rate.

Unrealised gain from revaluation of property, plant and equipment

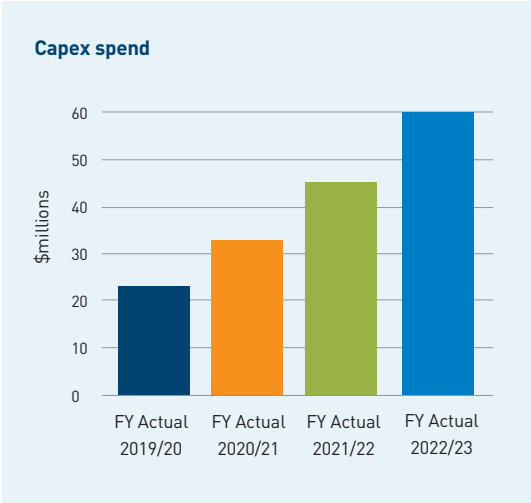
\$221.1 million

All assets were revalued this year and the assets values have increased for land and buildings (\$124.8 million), roading and bridges including land under roads (\$67 million) and three waters (\$29.3 million) to reflect fair value, being current reflect costs, depreciation to account for the age of the assets.

Capex spend by the year was

\$61.5 million

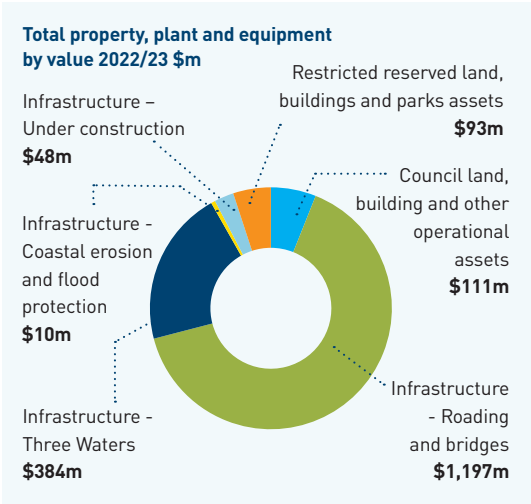
Capital expenditure is more and more year on year with \$16 million more for 2022/23 than for 2021/22, yet still not delivered as high as the budget. Delivering capital projects has proved challenging due to materials and labour shortages combined with changing circumstances and community preferences. A few projects that were not completed as planned. \$22.2 million have been carried over to 2023/24 and out years.



Financial position

Council assets at 30 June 2023
\$2.2 billion

95 percent of the council assets is property, plant and equipment (PPE). The PPE value is 189.8 million higher than the budget due to the significant increase resulted from revaluation.



Council liabilities at 30 June 2023
\$309.7 million

Gross borrowing of \$275 million made up 89 percent of the total liability. The remainder is mainly trade creditors (8 percent of council liabilities).

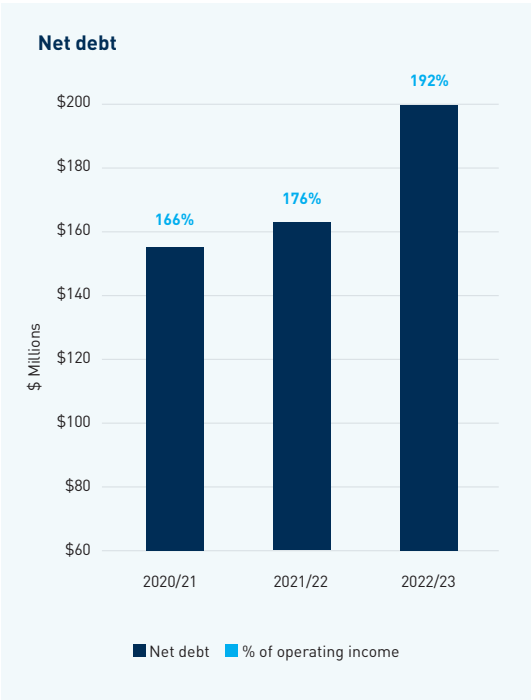
Public equity at 30 June 2023
\$1.9 billion

Ratepayers' equity being the difference between total assets and liabilities, stood at \$1.9 billion, \$0.2 billion more than budget due to higher than budgeted revaluation increases of PPE.

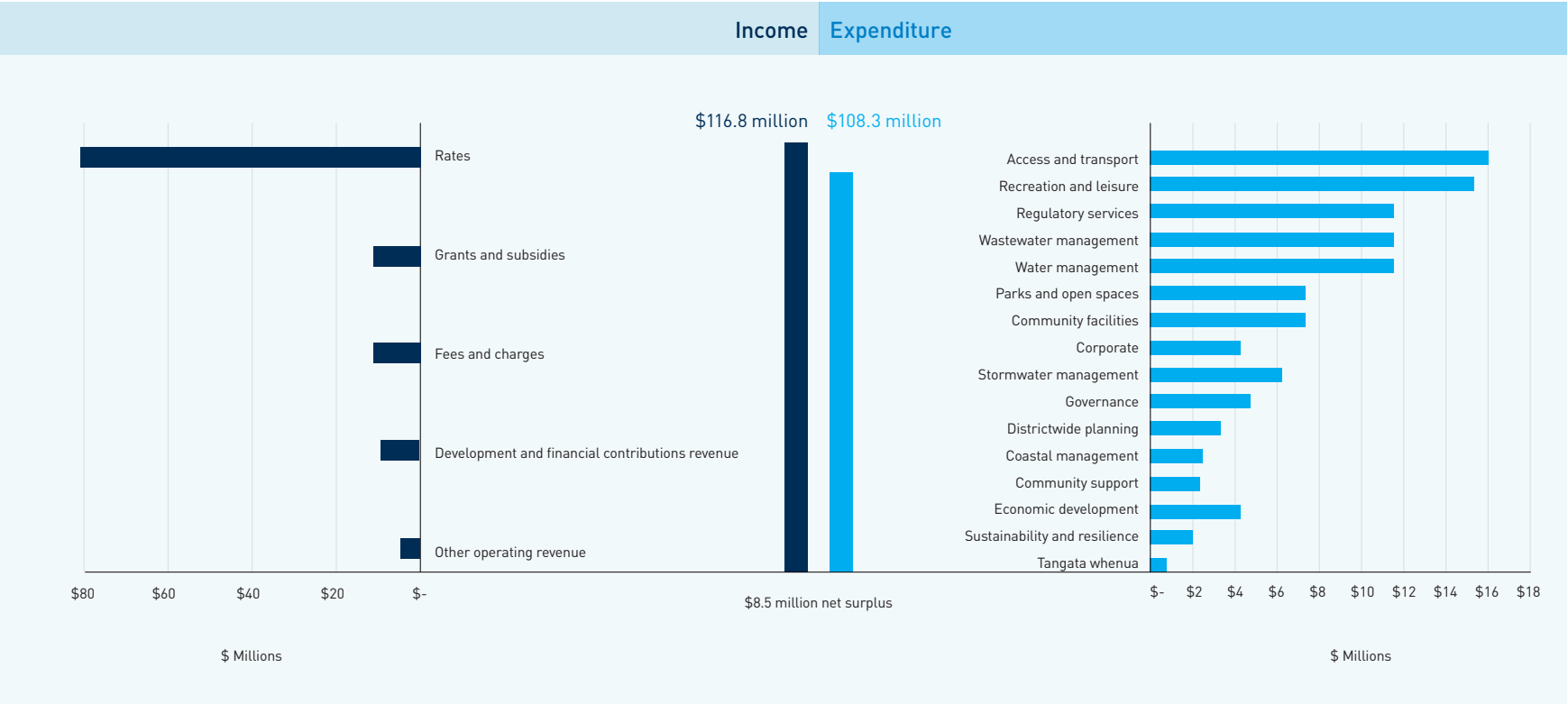
Cash and debt management

Net debt was
\$199.8 million
192.4 percent of operating income

Net debt (total borrowings less term deposits, borrower notes and cash) is well below the upper limit of 280 percent and preferred limit fo 250 percent set out in the LTP.



Financial performance (\$ millions)

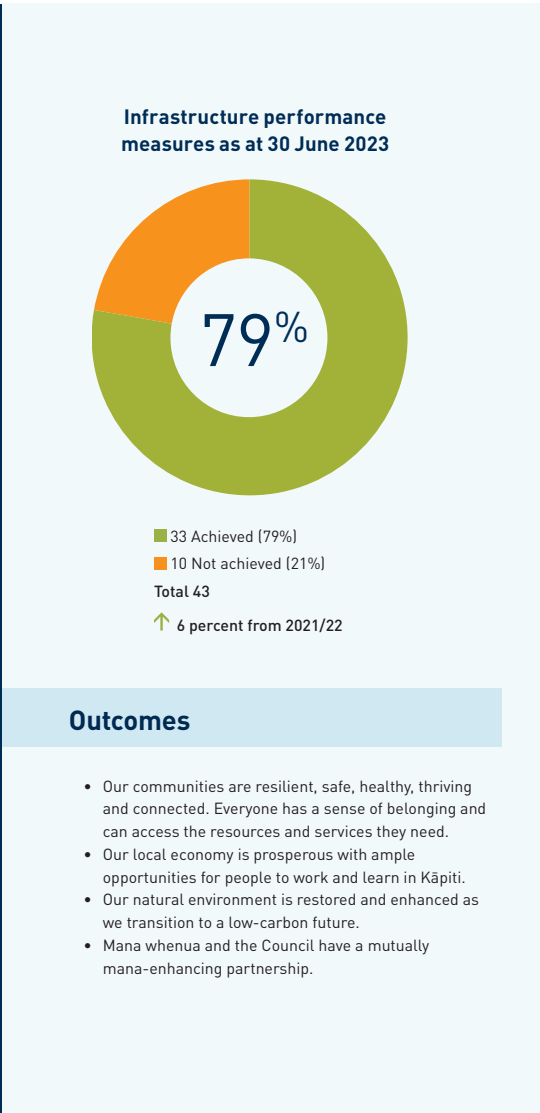
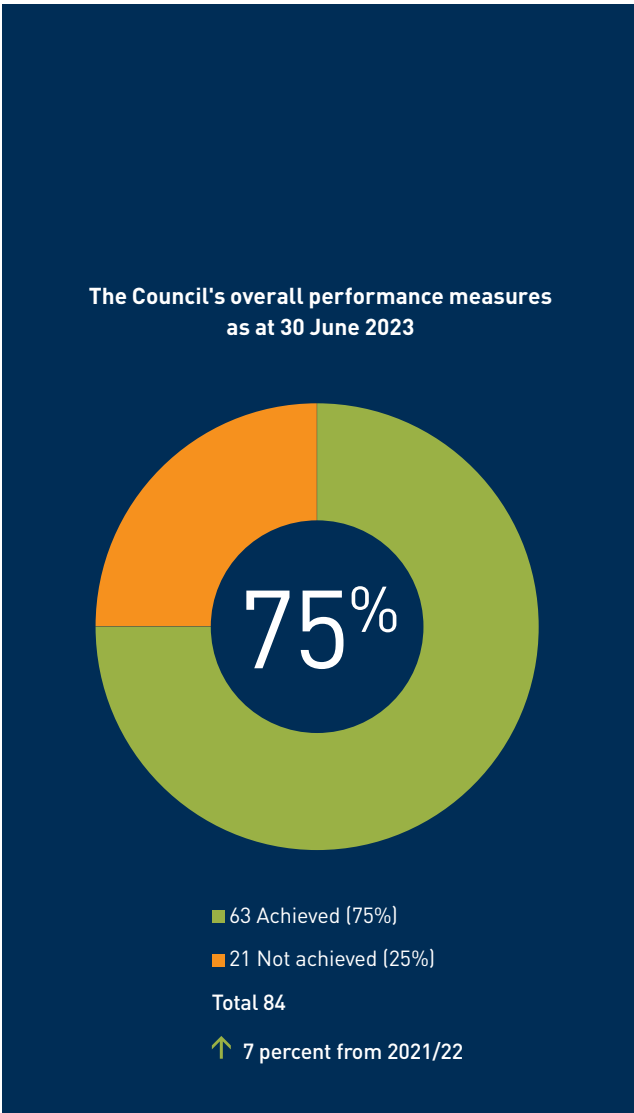


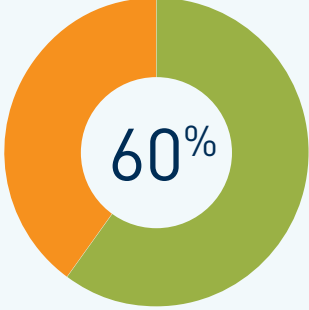
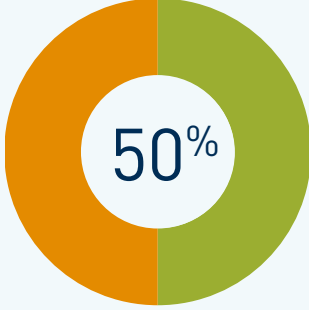
Service performance overview

Council achieved 75 percent of the 84 performance targets that support the delivery of levels of service.

This result is higher than the previous year when 68 percent of performance measures were achieved.

While the 2022/23 year has seen improved performance in many areas, opportunities to improve are apparent.



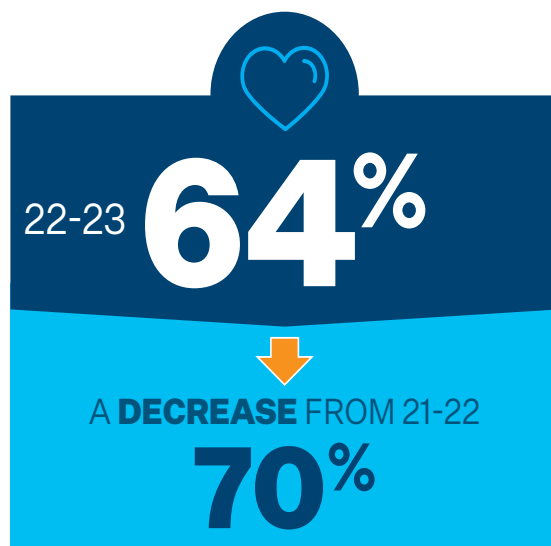
<p>Community services performance measures as at 30 June 2023</p>  <p> 20 Achieved (83%) 4 Not achieved (17%) Total 24 ↑ 16 percent from 2021/22 </p>	<p>Partnerships performance measures as at 30 June 2023</p>  <p> 6 Achieved (60%) 4 Not achieved (40%) Total 10 No change from 2021/22 </p>	<p>Planning and regulatory performance measures as at 30 June 2023</p>  <p> 3 Achieved (50%) 3 Not achieved (50%) Total 6 ↓ 17 percent from 2021/22 </p>	<p>Corporate performance measures as at 30 June 2023</p>  <p> 1 Achieved (100%) Not achieved Total 1 No change from 2021/22 </p>
<p>Outcomes</p>			
<ul style="list-style-type: none"> Our communities are resilient, safe, healthy, thriving and connected. Everyone has a sense of belonging and can access the resources and services they need. Our natural environment is restored and enhanced as we transition to a low-carbon future. Mana whenua and the Council have a mutually mana-enhancing partnership. 	<ul style="list-style-type: none"> Mana whenua and the Council have a mutually mana-enhancing partnership. Our local economy is prosperous with ample opportunities for people to work and learn in Kāpiti. 	<ul style="list-style-type: none"> People have access to suitable housing in Kāpiti so that they can live and thrive. Our communities are resilient, safe, healthy, thriving and connected. Everyone has a sense of belonging and can access the resources and services they need. Our natural environment is restored and enhanced as we transition to a low-carbon future. Mana whenua and the Council have a mutually mana-enhancing partnership. 	<ul style="list-style-type: none"> Corporate activity supports other Council activities to deliver against outcomes.

summary

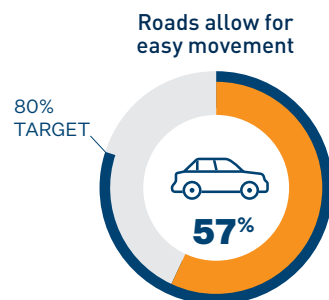
Residents' Opinion Survey results

Results that informed 2022/23 performance measures

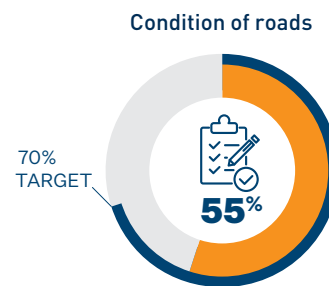
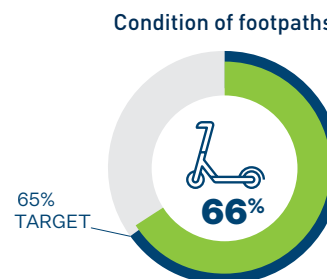
Overall Satisfaction



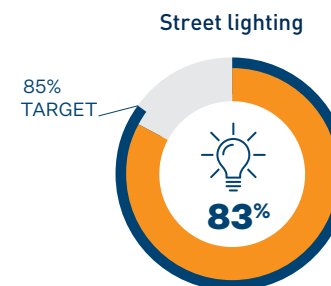
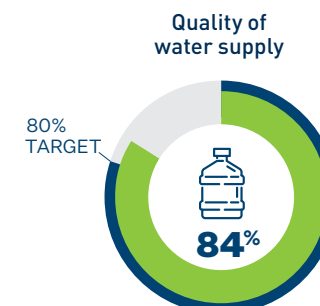
Infrastructure services



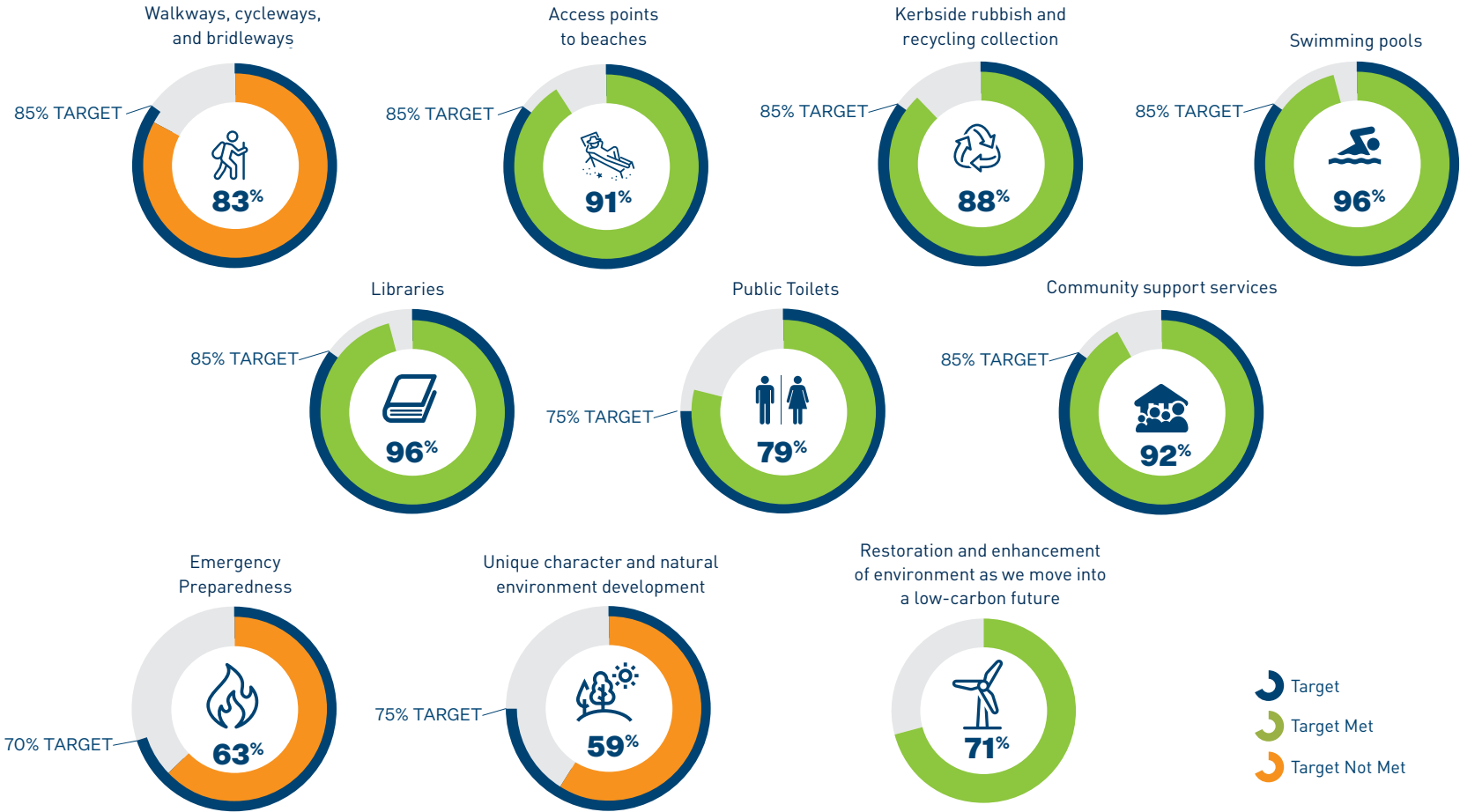
48% of residents who had an issue with an infrastructure service explained it was due to **poor road maintenance**.



31% of residents who had an issue with an infrastructure service explained it was due to **traffic flow issues**.



Target
Target Met
Target Not Met

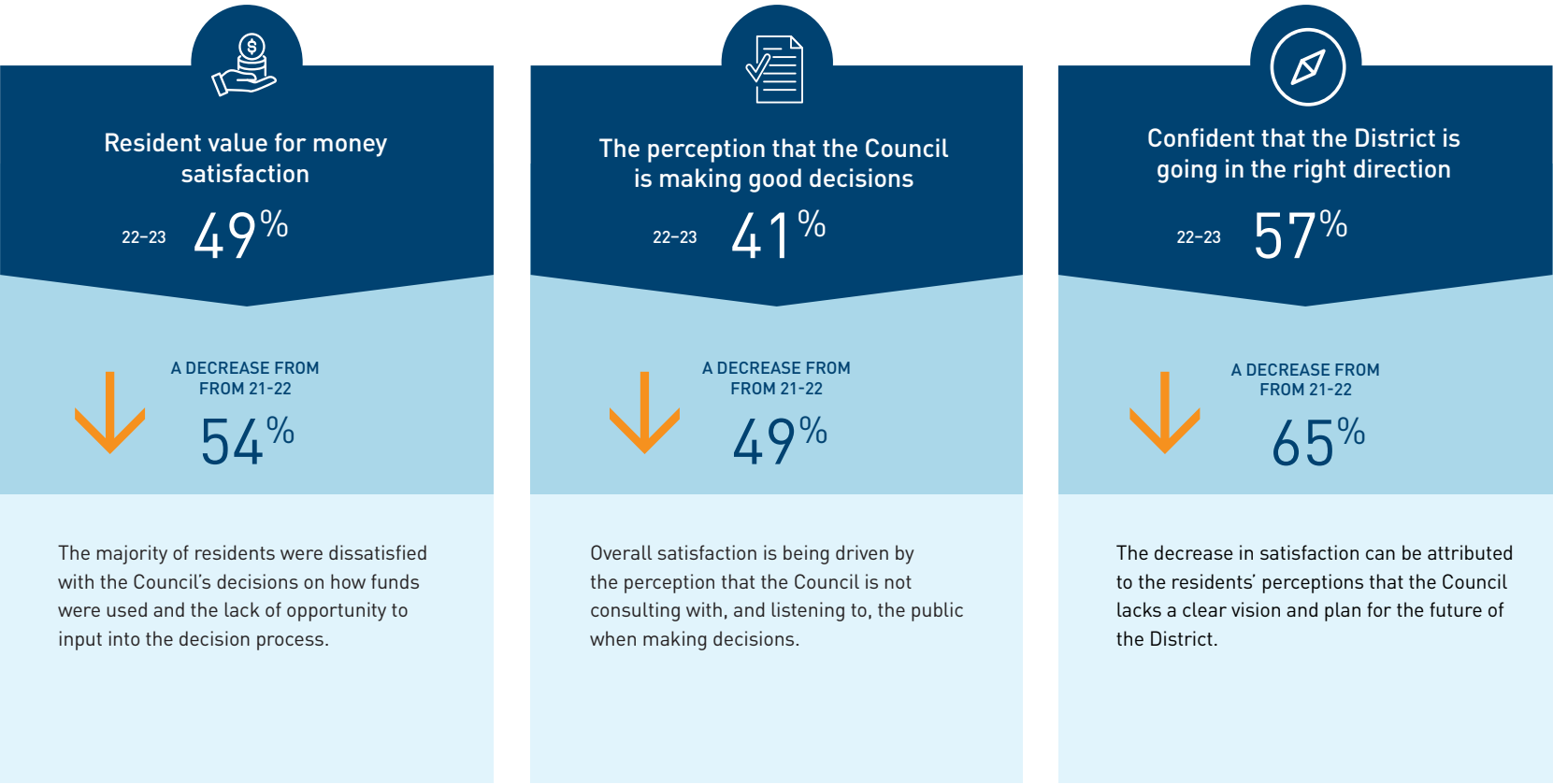


summary

Drivers of change in satisfaction

These three drivers are very important to resident satisfaction, but they are performing poorly and trending down.

Improving these aspects may improve residents’ perceptions of the Council and ultimately raise overall satisfaction with the Council.





Our finances

In this section we provide summary financial information required by law as part of the Annual Report.

It includes the summary financial statements that show our actual expenditure and income, changes in our equity, total assets and liabilities and our cash flows for the 2022/23 financial year against budget.

Summary statement of comprehensive revenue and expense for the year ended 30 June 2023

2021/22 Actual \$000		2022/23 Actual \$000	2022/23 Budget \$000
Revenue			
75,667	Rates	81,366	81,735
29,155	Other operating revenue	35,464	84,527
104,822	Total revenue excluding gains	116,830	166,262
Expenses			
90,695	Operating expenses	100,729	100,128
90,695	Total expenses	100,279	100,128
Interest			
1,346	Interest income	2,570	1,500
8,543	Interest expense	10,137	8,983
7,197	Net interest expense	7,567	7,483
6,930	OPERATING SURPLUS/(DEFICIT)	8,534	58,651
Unrealised gains/(losses)			
23,370	Unrealised gain/(loss) on revaluation of financial derivatives	2,947	7,210
30,300	NET OPERATING SURPLUS/(DEFICIT)	11,481	65,861
Other comprehensive revenue and expense			
117,071	Revaluation of property, plant, and equipment	221,945	36,633
147,371	TOTAL COMPREHENSIVE REVENUE AND EXPENSE	233,426	102,494

Summary statement of financial position as at 30 June 2023

2021/22 Actual \$000		2022/23 Actual \$000	2022/23 Budget \$000
74,837	Current Assets	92,644	81,687
1,883,146	Non-Current Assets	2,123,679	1,965,419
1,957,983	TOTAL ASSETS	2,216,323	2,047,106
72,353	Current Liabilities	87,646	93,837
212,512	Non-Current Liabilities	222,020	248,952
284,865	TOTAL LIABILITIES	309,666	342,789
1,673,118	TOTAL EQUITY	1,906,657	1,704,317
1,957,983	TOTAL LIABILITIES AND EQUITY	2,216,323	2,047,106

Summary statement of changes in net assets/equity for the year ended 30 June 2023

2021/22 Actual \$000		2022/23 Actual \$000	2022/23 Budget \$000
1,525,865	Equity at 1 July 2022	1,673,326	1,601,823
30,300	Net operating surplus/(deficit)	11,481	65,861
117,071	Revaluation of property, plant, and equipment	221,945	36,633
147,371	Total comprehensive revenue and expense	233,426	102,494
1,673,236	CLOSING EQUITY AT 30 JUNE	1,906,752	1,704,317
<i>Equity is represented by:</i>			
624,595	Accumulated funds	633,245	688,847
9,632	Reserves and special funds	13,525	8,306
1,039,009	Revaluation reserve	1,260,160	1,007,164
1,673,236	CLOSING EQUITY AT 30 JUNE	1,906,930	1,704,317

Summary statement of cash flows for the year ended 30 June 2023

2021/22 Actual \$000		2022/23 Actual \$000	2022/23 Budget \$000
28,948	Net cash flow from operating activities	32,526	41,547
(41,575)	Net cash flow from investing activities	(44,514)	(78,012)
16,768	Net cash flow from financing activities	10,798	36,032
4,141	Net increase/(decrease) in cash and cash equivalents	(1,190)	(433)
11,133	Total cash and cash equivalents at 1 July	15,274	16,029
15,274	TOTAL CASH AND CASH EQUIVALENTS AT 30 JUNE	14,084	15,596

Notes

Kāpiti Coast District Council (Council) is a territorial authority governed by the Local Government Act 2002.

The summary financials have been prepared in accordance with PBE FRS 43. They are presented in New Zealand dollars and rounded to the nearest thousand (\$'000).

The summary financial statements do not provide as complete an understanding as the full financial statements in the Annual Report 2022/23.

There have been no changes in the accounting policies in the year ended 30 June 2023.

Water services reform

Under the water services reforms, the water services and the people who currently run the three waters (wastewater, stormwater, and water) across 67 councils will be combined into 10 publicly owned, specialised water service entities. The entities will be owned by local councils on behalf of the public but will be operationally and financially independent from them. This enables the entities to borrow more money to fund the significant long-term investment required in water services infrastructure.

The 'go-live' date for the council's three waters to the new water services entity is yet determined but will be in between 1 July 2024 and 30 June 2026. Details of revenues, expenses, assets, and liabilities that will transfer to the new entities from Councils are still to be determined. There is likely to be a material impact on the Councils financial statements from 1 July 2024. No allowance has been made in the 30 June 2023 financial statements for this possibility. The combined book value of the three waters assets at 30 June 2023 is \$404.7 million.

Compliance

A statement of compliance to generally accepted accounting practice in New Zealand can be found in the full annual report. Council is a Tier 1 entity and the full financial statements comply with the standards for public sector public entities (PBE Standards) reporting.

The full and summary financial statements have been subject to audit and both received unqualified audit opinions.

Events after the end of the reporting period

There are no material non-adjusting events after the reporting date.

This summary has been extracted from the Annual Report 2022/23, which was adopted by the Council on 26 October 2023. It contains detailed information about Council's service and financial performance for the year ending 30 June 2023.

The full annual report can be viewed on the Council website www.kapiticoast.govt.nz. Printed copies of the annual report are available at the district's libraries and service centres.

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Paraparaumu 5254

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Toll free: 0800 486 486
Fax: (04) 296 4830
Email: kapiti.council@kapiticoast.govt.nz

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auditor's report



Kāpiti Coast
DISTRICT COUNCIL
Me Huri Whakamuri, Ka Titiro Whakamua

Contact information

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Phone: 04 296 4700

0800 486 486 (toll free)

Email: Kapiti.council@Kapiticoast.govt.nz

Website: www.Kapiticoast.govt.nz

Facebook: facebook.com/Kapiticoastdistrictcouncil

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9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**9.1 CONFIRMATION OF MINUTES**

Author: Jessica Mackman, Senior Advisor, Democracy Services

Authoriser: Mark de Haast, Group Manager Corporate Services

Taunakitanga | Recommendations

That the minutes of the Risk and Assurance Committee meeting of 3 August 2023 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Minutes of Risk and Assurance Committee Meeting of 3 August 2023 [↓](#)

RISK AND ASSURANCE COMMITTEE MEETING MINUTES**3 AUGUST 2023**

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
RISK AND ASSURANCE COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 3 AUGUST 2023 AT 1.30PM**

PRESENT: Mr David Shand (Chair), Mayor Janet Holborow, Deputy Mayor Lawrence Kirby (via Zoom), Cr Liz Koh, Cr Jocelyn Prvanov, Cr Glen Cooper, Mr David Cochrane, Ms Oriwia Raureti

IN ATTENDANCE: Cr Martin Halliday, Mr Ewen Church, Ms Steffi Haefeli, Ms Kate Coutts, Mr Evan Dubisky, Mr Darren Edwards, Mr Bernie Randall, Mr Richard Mansell, Mr Cam Butler, Mr Bede Laracy, Ms Sarah Wattie, Ms Jing Zhou, Mr Mike Mendonça, Ms Hara Adams, Ms Janice McDougall, Mr James Jefferson, Mr Sean Mallon, Ms Kris Pervan
Via Zoom: Mr Mark de Haast

APOLOGIES: There were no apologies.

LEAVE OF ABSENCE: There were none.

1 WELCOME

David Shand, the Chair, welcomed everyone to the meeting.

2 COUNCIL BLESSING

The Chair opened the meeting with karakia.

3 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION RAC2023/13

Moved: Cr Liz Koh

Seconder: Cr Jocelyn Prvanov

That the Risk and Assurance Committee accept the retrospective apology from Cr Glen Cooper for the 16 May 2023 meeting.

CARRIED

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

There were no declarations of interest.

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

Conrad Peterson spoke to Item 8.7 - Top 10 Organisational Risk Report, in particular organisational risk 8 – 'failure to prudently manage Council's financial stability including fraudulent activity'. The Chair answered Mr Peterson's questions, and Jing Zhou, Chief Financial Officer spoke to matters raised by Mr Peterson.

RISK AND ASSURANCE COMMITTEE MEETING MINUTES**3 AUGUST 2023****6 MEMBERS' BUSINESS**

- (a) Leave of Absence
There were none.
- (b) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)
There were no matters of an urgent nature.

7 HE KÖRERO HOU | UPDATES

There were no updates.

8 PŪRONGO | REPORTS**8.1 HEALTH AND SAFETY QUARTERLY REPORT: 1 APRIL 2023 - 30 JUNE 2023**

Dianne Andrew, Organisational Development Manager spoke to the report and answered members' questions.

COMMITTEE RESOLUTION RAC2023/14

Moved: Cr Jocelyn Prvanov

Seconded: Cr Liz Koh

- A. That the Risk and Assurance Committee notes the Health and Safety Quarterly Report for the period 1 April 2023 – 30 June 2023 attached as Appendix One to this Report.

CARRIED**8.2 AUDIT PROPOSAL FOR THE 2023, 2024 AND 2025 FINANCIAL YEARS**

Sam Nicolle, Ernst & Young Partner, spoke to the report and answered members' questions.

COMMITTEE RESOLUTION RAC2023/15

Moved: Mr David Cochrane

Seconded: Mr David Shand

- A. That the Committee receives and notes this report.
- B. That the Committee notes the EY audit fees, on behalf of the Auditor-General, for the 2023, 2024, 2025 financial years, as per attachment one to this report.
- C. That the Committee notes the EY Audit Engagement Letter, dated 27 June 2023, on behalf of the Auditor-General for the years ending 30 June 2023, 2024 and 2025, as per attachment two to this report
- D. That the Committee confirms the EY audit fees and Audit Engagement Letter, on behalf of the Auditor-General, and recommends approval to the Council at its next appropriate meeting.

CARRIED**8.3 PROGRESS UPDATE REGARDING AUDIT CONTROL FINDINGS 2021/22**

Mark de Haast, Group Manager Corporate Services took the report as read and answered

RISK AND ASSURANCE COMMITTEE MEETING MINUTES**3 AUGUST 2023****8.6 CHIEF EXECUTIVE REPORT**

Darren Edwards, Chief Executive spoke to the report and answered members' questions.

COMMITTEE RESOLUTION RAC2023/19

Moved: Mayor Janet Holborow

Seconder: Cr Jocelyn Prvanov

- A. That the Risk and Assurance Committee receives and notes this report.

CARRIED**8.7 TOP 10 ORGANISATIONAL RISK REPORT**

Mark de Haast, Group Manager Corporate Services spoke to the report and alongside Ewen Church, Chief Information Officer, answered members' questions.

COMMITTEE RESOLUTION RAC2023/20

Moved: Mr David Cochrane

Seconder: Cr Glen Cooper

- A. That the Risk and Assurance Committee receives and notes this report, including Appendix 1 to this report.

CARRIED**8.8 INTERNAL AUDIT - PROGRESS UPDATE INTERNAL AUDIT WORK PROGRAMME**

Mark de Haast, Group Manager Corporate Services took the report as read.

COMMITTEE RESOLUTION RAC2023/21

Moved: Cr Liz Koh

Seconder: Mayor Janet Holborow

- A. That the Risk and Assurance Committee receives and notes the Internal Audit progress update on the work programme for 2023.

CARRIED**8.9 COUNCIL'S CREDIT RATING FOR 2023/24**

Jing Zhou, Chief Financial Officer and Mark de Haast, Group Manager Corporate Services spoke to the report and answered members' questions.

COMMITTEE RESOLUTION RAC2023/22

Moved: Mayor Janet Holborow

Seconder: Mr David Shand

- A. That the Risk and Assurance Committee receives this report, including attachment 1 to this report.
- B. That the Risk and Assurance Committee notes that S&P Global have re-affirmed the Council's credit rating for 2023/24 as AA but has revised the Council's outlook from stable to negative.

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- C. That the Risk and Assurance Committee notes that budgetary management concerns raised by S&P Global will be monitored and reported during 2023/24 and taken into further consideration when developing the budgets for the 2024-34 Long Term Plan.

CARRIED**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION RAC2023/23**

Moved: Mr David Cochrane

Seconder: Cr Jocelyn Prvanov

That the minutes of the Risk and Assurance Committee meeting of 16 May 2023 be accepted as a true and correct record.

CARRIED**10 CONFIRMATION OF PUBLIC EXCLUDED MINUTES****11 PUBLIC EXCLUDED REPORTS****RESOLUTION TO EXCLUDE THE PUBLIC****PUBLIC EXCLUDED RESOLUTION RAC2023/24**

Moved: Mr David Shand

Seconder: Cr Liz Koh

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Confirmation of Minutes	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information</p>	Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

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	<p>would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	
11.1 - Legislative Compliance Report - 1 April 2023 to 30 June 2023	<p>Section 7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>Section 7(2)(f)(ii) - the withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of Council members, officers, employees, and persons from improper pressure or harassment</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
11.2 - Litigation and External Investigations Report	<p>Section 7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>Section 7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	<p>Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
CARRIED		

RISK AND ASSURANCE COMMITTEE MEETING MINUTES**3 AUGUST 2023**

The Te Komiti Whakamauru Tūraru | Risk and Assurance Committee meeting went into public excluded session at 3.59pm.

COMMITTEE RESOLUTION RAC2023/28

Moved: Mr David Shand

Seconder: Cr Liz Koh

That the Te Komiti Whakamauru Tūraru | Risk and Assurance Committee moves out of a public excluded meeting.

CARRIED

The Te Komiti Whakamauru Tūraru | Risk and Assurance Committee came out of public excluded session at 4.29pm.

Oriwia Raureti closed the meeting with karakia.

The Te Komiti Whakamauru Tūraru | Risk and Assurance Committee meeting closed at 4.30pm.

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HEAMANA | CHAIRPERSON

10 TE WHAKAŪNGA O NGĀ ĀMIKI KĀORE E WĀTEA KI TE MAREA | CONFIRMATION OF PUBLIC EXCLUDED MINUTES

RESOLUTION TO EXCLUDE THE PUBLIC

PUBLIC EXCLUDED RESOLUTION

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Confirmation of Public Excluded Minutes	<p>Section 7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>Section 7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>Section 7(2)(f)(ii) - the withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of Council members, officers, employees, and persons from improper pressure or harassment</p>	Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	Section 7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	