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# Securing our future

Annual Report  
2023/2024

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## TOITŪ KĀPITI

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# Introduction

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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,  
te hapori o Kāpiti. Nau mai! Nau mai!  
Arohia ki tō tatou rautaki ā tau 2023/24.  
Welcome to the Kāpiti Coast District  
Council's Annual Report for 2023/24.**

This is the third and final Annual Report assessing our progress against the Kāpiti Coast District Council's Long-term Plan (LTP) for 2021–2041.

It provides a snapshot of how we performed in meeting the goals we set out in the plan, including financial management, delivery of core services, and implementation of initiatives designed to enhance and futureproof the district. Throughout, we've aimed to strike a balance between affordability and resilience to support future growth.

Over the past year we developed our LTP for 2024–2034, and it was no easy task balancing a high-cost economy with keeping rates rises as conservative as possible. We don't think we're there yet; more hard decisions will come in the next several years as we look for opportunities to contain costs to enable single-figure rates increases and reduce debt levels, all while continuing to deal with the challenges of growth, climate change, and changes of direction from central government.

Despite a challenging year, we achieved 79 percent of our non-financial performance measures, a slightly better result from the 76 percent recorded in 2022/23. Although the residents' opinion survey recorded a result similar to last year (one percent down), the 800 residents surveyed throughout the year told us we can do better in a few specific areas, such as traffic flow, and road and footpath conditions. Our performance in these areas is improving over time, but we know we've got more work to do.

Our financial performance during the year was sound, and capital expenditure of \$81 million continued the steady increase of recent years as we invested for growth and resilience. Good news too was our AA credit rating being reaffirmed by S&P Global. The rating again comes with a 'negative outlook', driven by rising infrastructure costs and responsibilities, and uncertainty about central government water reform policy. However, retaining our AA credit rating, especially when other councils faced downgrades, reaffirms that we have the right plans and strategies in place.

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

Despite some abrupt about-turns from central government on the Three Waters and other reform programmes, and a busy year developing our new LTP, we've got plenty to be proud of.

Earlier this year we agreed to establish an Affordable Housing Trust to partner with Council, iwi and other organisations to deliver social and affordable housing in Kāpiti.

We continued a substantial programme of work to develop operating strategies for climate change and resilience, and environment and health.

We also made really good progress on several large infrastructure projects as part of our capital works programme:

- A \$24.5 million investment in infrastructure improvements in Ōtaki was completed as part of a larger project to build resilience in our communities, with earthworks for the first of two reservoirs starting in October 2023. At year end, construction of the tank was well underway, and the main pipeline was installed. We also completed the upgrade of the Paraparaumu stormwater network, which involved the installation of almost 900 metres of pipes to reduce flooding in the Amohia and Ruahine Street catchment areas, and help prepare our district to live with more water due to climate change.



Ōtaki Reservoir.



The Paraparaumu stormwater network is now completed.

- We progressed the 30-month \$22 million upgrade to increase earthquake resilience and replace aging equipment at the Waikanae water treatment plant. Earthworks began in February, and we've almost completed excavating for the new clarifier.

- In transport, the plaza areas of the new Paraparaumu transport hub opened to the public in April. The hub is a vibrant space that increases accessibility and safety for users of our public transport system. It was fully operational in August, when the bus shelters, in partnership with Greater Wellington, were completed.
- In the community facilities space, Council committed to the refurbishment and extension of Te Ara Whetū (the former Waikanae library building) to transform it into a multifunctional library and community hub. This came after a lot of debate and discussion with our community. The new Toi MAHARA gallery, which opened in October 2023, has doubled the district's number of exhibition galleries and almost trebled the exhibition space. A new skate park is also well underway at Maclean Park in consultation with users of the previous one. As part of the upgrade, we installed 10 new wharepaku (toilets) and accessible changing rooms adorned with designs from a local artist were also installed at the park.

- In June 2024 we saw the opening of the Otaihanga Zero Waste Hub to receive reusable building materials that would otherwise go to landfill. This is a huge boon for both the community and our ongoing waste minimisation and resource recovery efforts.

As we develop this annual report we're also reminded of the importance of ensuring the voices of our communities are heard, with the Raumati Community Board winning the Engaging with Communities award at the recent Local Government Community Board conference, celebrating the importance of community-driven change for current and future generations.

On that note, it's been a big year of consulting with our communities. Throughout the year we sought your thoughts on a wide range of topics, from conversations through our Vision Kāpiti work on the long-term future development of our district, to how you want to be represented by your Council and the establishment of a Māori ward. We also asked for your feedback on various operational and regulatory matters. Your contributions have been invaluable, and we sincerely appreciate how your feedback has helped to shape our district. Our people are a huge part of what makes Kāpiti a place to be proud of – proof of that is the 329 new citizens we welcomed to our district over six citizenship ceremonies held during the year.

Finally, we want to acknowledge the community groups and volunteers who contribute to the vibrancy and health of our district. This of course includes those recognised at the Good Sorts and Wellington Regional Airport Community Awards.



A new skate park is well underway at Maclean Park.



New wharepaku (toilets) and accessible changing rooms adorned with designs from a local artist were installed at Maclean Park.

We've accomplished so much this year, even with the challenges we faced, and we couldn't have done it without you – our community. Your input has been crucial as we navigated some tough decisions and worked on projects that continue to make Kāpiti a fantastic place to call home.

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

**Janet Holborow**  
Mayor

**Darren Edwards**  
Chief Executive



Waikanae water treatment plant upgrade.

# WE'VE HAD A BIG YEAR

18,063 service requests received

27,410 front counter customers welcomed

Over 42,000 customer calls answered

Approximately 1,000 voicemails responded to

15,697 e-mail and website submissions received

45.2 kilometres of open waterways cleaned

5.7 kilometres of local roads re-sealed

2.5 kilometres of new footpaths constructed

6,290,000 m3 of treated potable water delivered to households

48 new or upgraded street lights across the District

4,150,000 m3 of wastewater treated at Paraparaumu and Ōtaki treatment plants

Registered 8,433 dogs

331,974 visits to our libraries

13,500 visitors to the Kāpiti Coast Art Trail

Hosted approximately 2000 people at both 'Movies in the Park' and the December 'Christmas Parade'

20,000 plants, shrubs and trees planted

6,210 hours weed eating, 10,770 hours on mowers and tractors, 1,749 hours using leaf blowers, and 78 hours operating chainsaws

330,364 visitors to our aquatics centres

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



Dancers at the Toi Mahara Gallery opening, October 2023.



# Mihimihi greetings from mana whenua

Whakakaupapa i te nohotahi, a Awa,  
a Toa, a Raukawa

I heke mai i Kawhia ki te kawē tikanga

Hei ora mō nga uri o muri nei – Tau  
mai e Kāpiti

The mana whenua Iwi of Kāpiti are Te Ātiawa, Ngāti Raukawa represented through Ngā Hapū o Ōtaki and Ngāti Toa Rangatira. Since the 1820's as we began to firmly establish ourselves in this rohe we have committed to working together. Through the years this relationship has endured, and our ART (Āti Awa, Toa, Raukawa) connections remain strong, working together to uphold the principles of Te Tiriti. United by our common goal to uplift our people, protect our environment, and continue to revitalise our reo me ngā tikanga. Our relationship with our Council partners is ever evolving as we take on new challenges together, working in the spirit of Kotahitanga. Although the pathway to success may be different for each of us, we are united by our common goal to be active kaitiaki in our rohe of Kāpiti.

  
TE ĀTIAWA KI KĀPITI



  
Ngā Hapū o Ōtaki  
*The united we are  
The more we are the more we together*



# Te moemoeā o te tangata whenua

## The vision of tangata whenua

**Te Harakeke, Te Kōrari**  
**The flax plant, the flax flower**

**Ngā taonga whakarere iho**  
**Treasures left down here**

**O te rangi. O te whenua. O ngā tūpuna**  
**Of the sky. Of the land. Of the ancestors**

**Homai he oranga mō mātou**  
**Give wellness to us all.**

**Tīhei Mauri Ora**  
**Sneeze the breath of life**

In developing the Long-term Plan 2021–41 (LTP), mana whenua of the district agreed to use Te Pā Harakeke (the flax bush) as a metaphor for their vision of the relationship between mana whenua and Kaunihera (the Council).

In the graphic representation used in the LTP, the roots of the Pā Harakeke are the principles and values agreed by iwi representatives and the councillors to guide our work together:

**Kaitiakitanga** – Guardianship. Sustaining the environment and people.

**Ūkaipōtānga** – Identity. Having a place where one belongs, where one counts, where one is important, and where one can contribute.

**Whanaungatanga** – Connectedness. A system of 'kinship', including rights and reciprocal obligations that underpin the social organisation of family, and community.

**Pūkengatanga** – Wisdom. Preserving, creating, teaching in building knowledge and understanding.

**Manaakitanga** – Support. Supporting each other through generosity, care, respect and reciprocity towards others.

Pā Harakeke is about protection of our most vulnerable, and collective strength. It fosters connection to the whenua (land) and to Papatūānuku (Earth Mother), as well as our connection to family (including extended family) and people – past, present and future.

Our principles and vision remain the same as we navigate another year working to establish the means to achieve our moemoeā (vision).

It has been a great year which has seen the elevation of the Iwi Partnerships function within Council to its own group – Honongā a-Iwi.

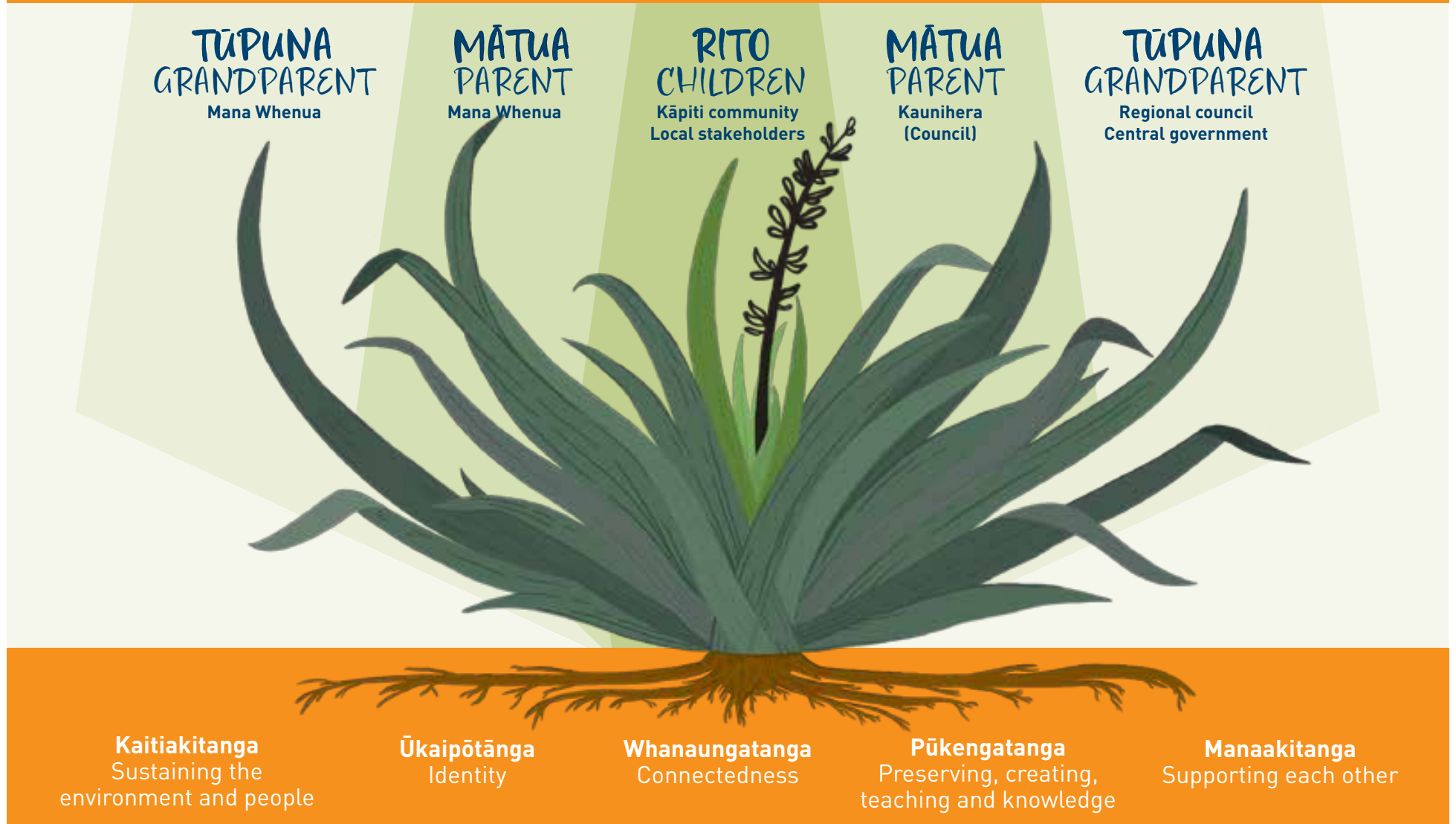
Mana whenua continue to be directly involved in governance through the Council and its committees – increasing capability within iwi and the Council. These developments reflect the mana-enhancing partnership we strive for.

There is still much to be done, but we are heading in the right direction, with the refresh and review of our Partnership Agreement being a priority.

Nāku noa nei

**Kim Tahiwī**  
**Kaihautu Te Whakaminenga o Kāpiti**

## TE KAUPAPA MĀTUA | toitū Kāpiti



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# Performance summary

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Rugby League 'Have a go day' at Matthews Park, Raumati South.

# Snapshot of the Council's performance for the year

## Financial performance/position

\$85.2m

Operating surplus includes \$82 million non-cash revenue from vesting of Old State Highway One roading assets

\$87.6m

Actual rates revenue for the year

\$2.05b

Council net value as at 30 June 2024.

\$244.6m

Net debt at 30 June 2024

AA/A-1+

credit rating from S&P Global.

## Capital projects

\$81.7m

Actual capital spend for the year

91%

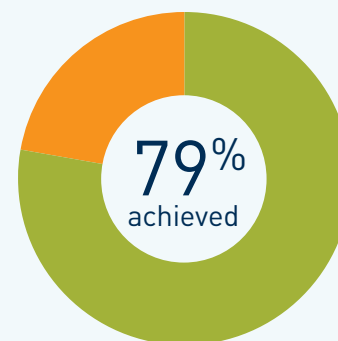
Capital expenditure budget spent



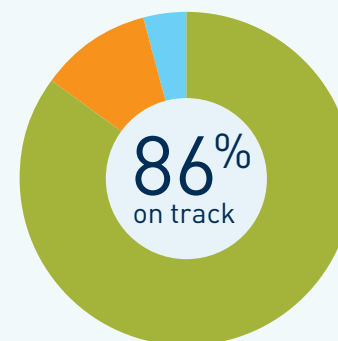
## Top 10 Priorities

- 24 on track (86%)
- 3 progressing with delays (11%)
- 1 complete (4%)

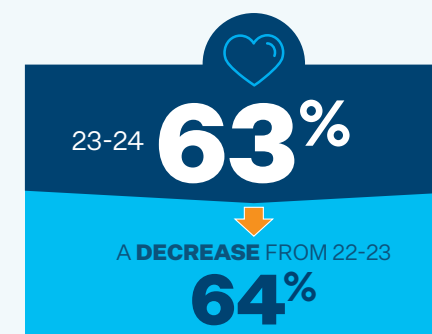
## Service performance



- 67 achieved (79%)
  - 18 not achieved (21%)
- Out of 85 performance measures



## Residents' satisfaction



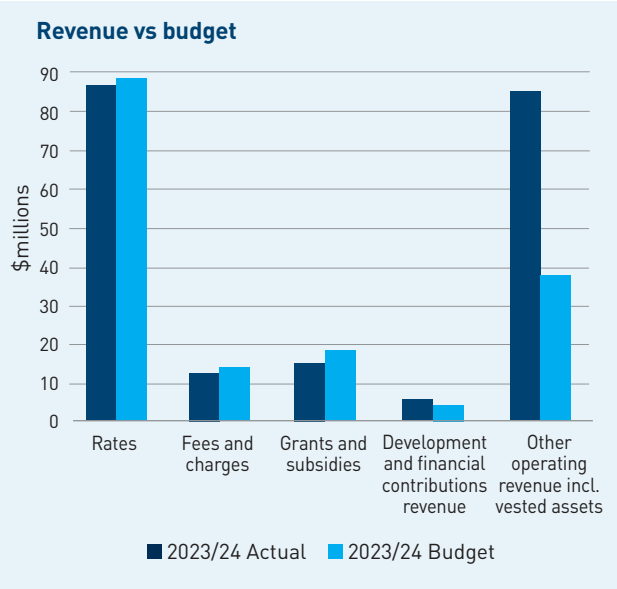
Compared to the previous year:

- overall adjusted **satisfaction** ↓ 1 %
- satisfaction with **value for money** ↓ 3%

# Financial overview

Revenue for the year was **\$204.5 million**

Total revenue was \$41.9 million above budget mainly due to Old State Highway One assets vested to Council of \$82 million, \$46 million higher than budgeted. Offsetting this, grants and subsidies were \$4.4 million lower than budget mainly due to the timing of Infrastructure Acceleration Fund subsidies being later than budgeted.



Total expenses for the year were **\$119.4 million**

Operating expenses were \$2.7 million higher than budget mainly in the areas of personnel, maintenance, facility operations, and insurance. Interest expenses were \$0.4 million above budget with floating interest rates higher than budgeted during the year.

Operating surplus for the year was **\$85.2 million**

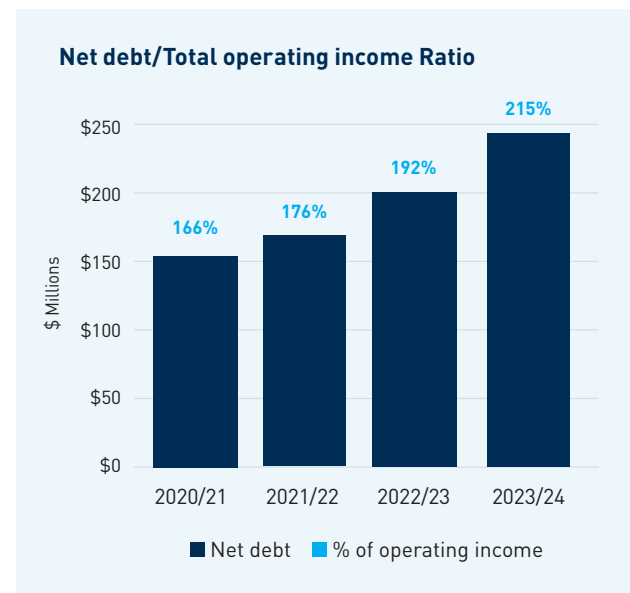
The operating surplus was \$38.7 million more than budget. This is mainly due to Old State Highway 1 assets being vested to Council, higher than budgeted development contributions income, and timing of income received for grants and subsidies. This does not represent a cash surplus.



Net debt was  
**\$244.6 million**

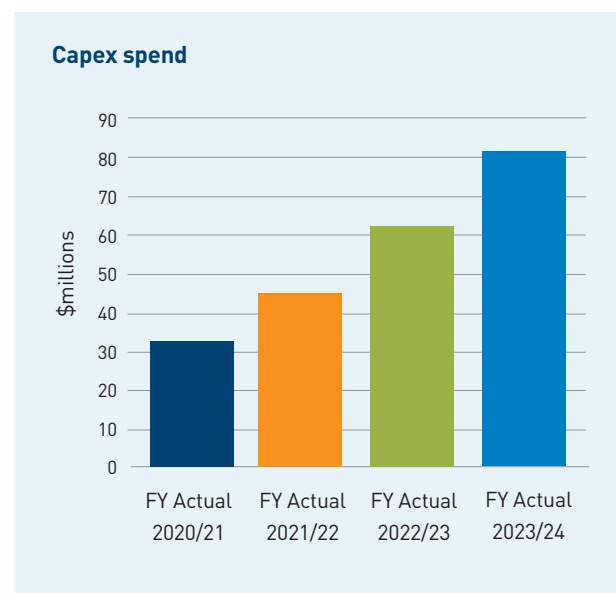
215 percent of operating income

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 2021–41 LTP.

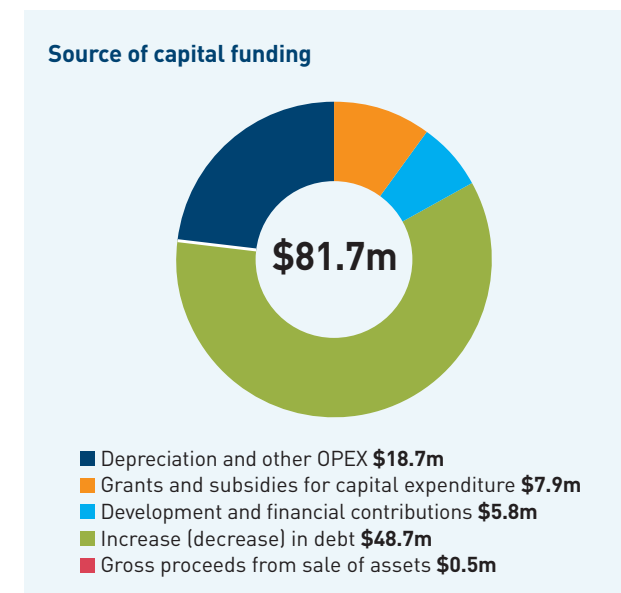


Capex spend this year was  
**\$81.7 million**

Capital expenditure was \$81.7 million for the year, \$20.1 million higher than the previous year and continuing the increasing trend over the 2021–41 LTP period as Council has invested for growth and resilience.



Capital expenditure was funded by a combination of debt, capital subsidies, development and financial contributions, and depreciation/operating funding.



## Financial position

Council assets at 30 June 2024

**\$2.4 billion**

Property, plant and equipment value was \$231 million higher than budget due mainly to higher roading assets vested (\$46 million above budget), and asset revaluations at June 2023 and 2024 (\$170 million above budget).



Council liabilities at 30 June 2024

**\$366 million**

Gross borrowings of \$320 million made up 87 percent of the total liability, with the remainder mainly trade creditors.

Public equity at 30 June 2024

**\$2.05 billion**

Ratepayers' equity, the difference between total assets and liabilities, stood at \$2.05 billion, \$209 million more than budget, largely reflecting higher than budgeted revaluations and roading assets vested.

Unrealised loss on derivatives

**\$3.7 million**

An unrealised loss was recorded on derivatives, being our interest rate swap portfolio, which we use to fix interest rates on our debt. This occurred because floating interest rates are forecast to decrease, reducing the advantage our fixed rate swaps provide relative to market rates. Overall, however, our swap portfolio remains an asset and has helped to protect Council in the recent environment of relatively high interest rates.

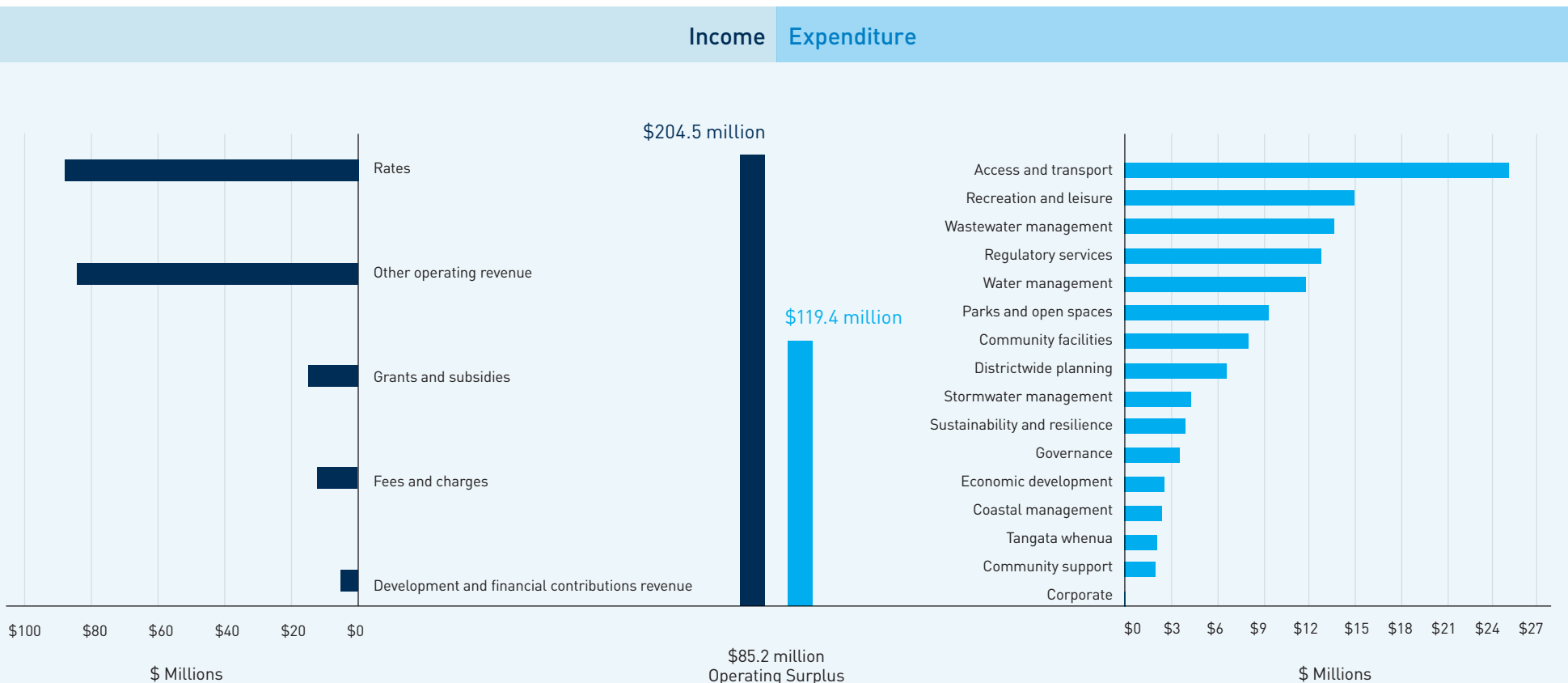
Unrealised gain from revaluation of property, plant and equipment

**\$62.1 million**

Three waters, coastal and erosion assets were revalued during the year. Asset values have increased, driven by higher replacement costs.



## Financial performance (\$ millions)

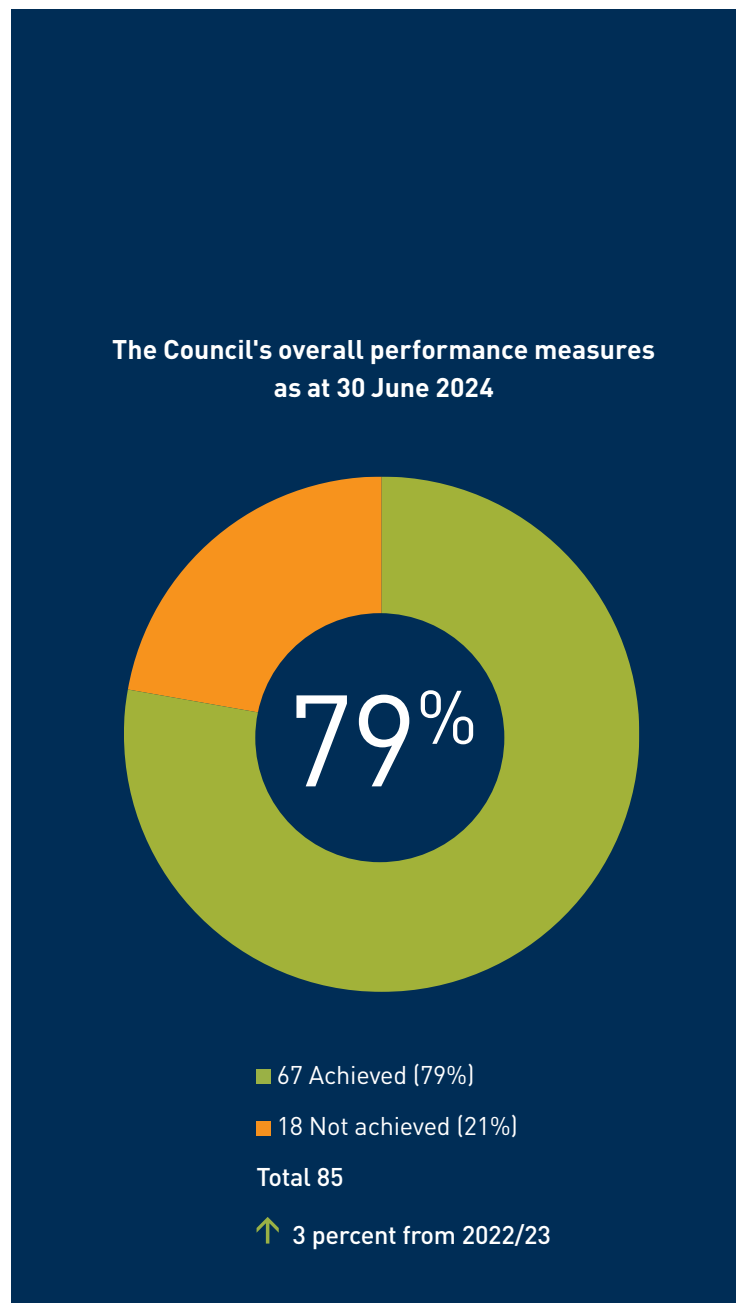


# Service performance overview

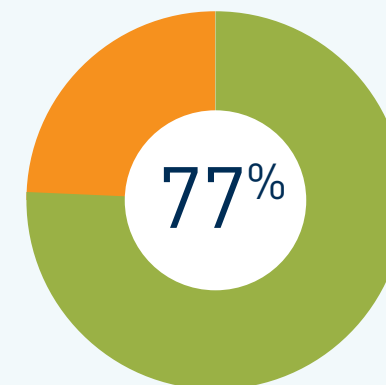
Council achieved 79 percent of the 85 performance targets that support the delivery of levels of service.

This result is higher than the previous year where 76 percent of performance measures were achieved.

While the 2023/24 year has seen improved performance in some areas, opportunities to improve are apparent.



Infrastructure performance measures as at 30 June 2024



34 Achieved (77%)  
10 Not achieved (23%)  
Total 44  
↓ 2 percent from 2022/23

## Community Outcomes

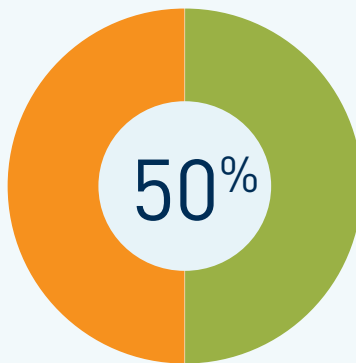
- Our communities are resilient, safe, healthy, thriving and connected. Everyone has a sense of belonging and can access the resources and services they need.
- Our local economy is prosperous with ample opportunities for people to work and learn in Kāpiti.
- Our natural environment is restored and enhanced as we transition to a low-carbon future.
- Mana whenua and the Council have a mutually mana-enhancing partnership.
- Pages 28–60.

### Community services performance measures as at 30 June 2024



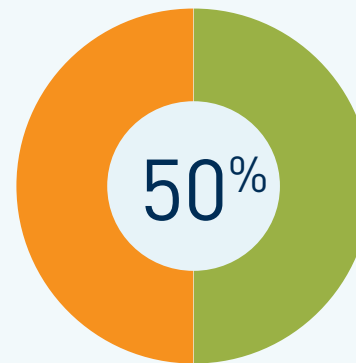
■ 24 Achieved (100%)  
 ■ 0 Not achieved (0%)  
 Total 24  
 ↑ 17 percent from 2022/23

### Partnerships performance measures as at 30 June 2024



■ 5 Achieved (50%)  
 ■ 5 Not achieved (50%)  
 Total 10  
 ↓ 10 percent from 2022/23

### Planning and regulatory performance measures as at 30 June 2024



■ 3 Achieved (50%)  
 ■ 3 Not achieved (50%)  
 Total 6  
 No change from 2022/23

### Corporate performance measures as at 30 June 2024



■ 1 Achieved (100%)  
 ■ 0 Not achieved  
 Total 1  
 No change from 2022/23

## Community Outcomes


- 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.
- Pages 61–73.


- 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.
- Pages 74–88.


- 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.
- Pages 89–97.

- Corporate activity supports other Council activities to deliver against outcomes.
- Pages 98–100.

# Progress against Top 10 priorities

PLACE	Your Needs	Our Priority	Targeted Action	2023/24 Progress	Status
	Looking after our rivers, streams, and oceans; and ensuring supporting infrastructure is resilient and in top condition.	<b>A</b> Develop a plan to address inland flooding and ponding – stormwater, infrastructure, and the impacts of 3-waters reforms.	Deliver stormwater infrastructure program to upgrade systems, future-proof and increase drainage capacity.	<ul style="list-style-type: none"> <li>- Existing 'waters' strategies in place to drive focus. Refresh of 'waters policies' now underway; was deferred due to previous three-waters regime.</li> <li>- Progressing new Awa flood risk model to share with Councillors in Q4.</li> <li>- Engaging in 'better waters' regional discussions to position Kāpiti in best position for the future.</li> </ul>	On track
			Use "whole-of-catchment" focus to manage quality, flow, and sediment levels.	<ul style="list-style-type: none"> <li>- Delivery against capital works programme is on-track, \$10m spent on stormwater including major Paraparaumu Rimu Road works, \$10m on drinking water, and \$5m on wastewater.</li> <li>- Introduced new infrastructure strategy in the Long-Term Plan, with funding prioritised for three waters infrastructure.</li> </ul>	On track
	Making the most of our land so that we meet the needs of current and future residents in a sustainable way.	<b>B</b> Implement a 'good' growth strategy that balances needs for housing & our environment, via appropriate district & regional spatial planning.	Drive solutions around 'good growth' at the right place and pace for Kāpiti, with room for open space.	<ul style="list-style-type: none"> <li>- Adopted PC2 changes to District Plan to enable medium-density development with qualifying matter counter for some key factors.</li> <li>- With input from Vision Kāpiti, initiating masterplanning (spatial and structural planning for social and physical infrastructure) to ensure balanced approach for how we grow and to ensure communities are supported to thrive.</li> </ul>	On track
			Work in partnership to ensure accountability for environmental goals.	<ul style="list-style-type: none"> <li>- Improved discussions between Greater Wellington Regional Council (GWRC) and KCDC on work programme alignment, however GWRC LTP funding commitments are unclear.</li> <li>- Attempting to engage with GWRC on Kāpiti Whaitua (GWRC fresh water quality community engagement project)."</li> </ul>	Emerging issues
			Improve safety, reach, & accessibility of active mode transport network.	<ul style="list-style-type: none"> <li>- Delivery against capital works programme is on-track, \$2m spent on road resealing and safety; \$1m on footpaths; and \$4.5m on transport hub.</li> </ul>	On track
	A healthy, enhanced natural environment for us to live as a part of, so that we are resilient to climate change, as our population grows.	<b>C</b> Develop a climate strategy, to reach our bold emissions reduction goals, and an environment strategy to set out the state of the Environment, and how we enhance it.	Introduce (publicly) an emissions reduction target by June 2023.	<ul style="list-style-type: none"> <li>- Completed, set districtwide emissions reduction target in 2023.</li> </ul>	Complete
			Implement a Climate Strategy and Environment strategy to deliver on this and other targets.	<ul style="list-style-type: none"> <li>- Direction of Travel endorsed by Strategy, Operation and Finance Committee for Climate Strategy, and Environment strategy in 2023.</li> <li>- Climate and Resilience Think Tank established to inform the Climate Change Strategy. With the initial phase now complete, working to develop Phase 2 Advisory Group and focus towards action.</li> <li>- Monitored and set future targets for Council's category 3-6 corporate carbon emissions, focusing on supplier emissions.</li> </ul>	On track
			Be a role model – implement sustainable practices.	<ul style="list-style-type: none"> <li>- Progressing climate action plan for KCDC emissions reduction.</li> <li>- First council to call for negotiation of a Fossil Fuel Non-Proliferation Treaty.</li> <li>- Implementing the regional Waste Management and Minimisation Plan.</li> <li>- Approved Climate Action grants to community projects that support reducing emissions and enhancing resilience.</li> </ul>	On track

PEOPLE	Your Needs	Our Priority	Targeted Action	2023/24 Progress	Status
	Supporting the rights of all people in Kāpiti to connect and participate in community life now and in the future.	<b>D</b> Increase inclusive spaces and creative opportunities for all, and ensure intergenerational inequity is addressed.	Build strong community centres, both precincts and physical buildings.	<ul style="list-style-type: none"> <li>- Considering redevelopment options for Te Newhanga Kāpiti Community Centre. Feasibility study completed for an indoor sports and recreation centre.</li> <li>- Community hui on youth, community safety and community resilience.</li> </ul>	On track
			Progressively refresh our townships, so that current and future generations bear the burden and benefits.	<ul style="list-style-type: none"> <li>- Progressing Ōtaki as a priority development area, in the regional work.</li> <li>- Progressing township design for Waikanae and Paraparaumu, in line with private developments.</li> </ul>	On track
			Progress towards an Age-friendly Kāpiti.	<ul style="list-style-type: none"> <li>- Endorsed the Age-Friendly Approach in 2023.</li> <li>- Now working with Age-Friendly reference group on implementation.</li> </ul>	On track
	Ensuring the Kāpiti economy thrives, so that people can 'make a living' in our District.	<b>E</b> Enable residents to earn a living in Kāpiti, through increased tourism and economic development.	Land the Kāpiti story.	<ul style="list-style-type: none"> <li>- Progressed the Kāpiti Destination story with initial option shared with Strategy, Operations, and Finance Committee in July 2024, and the tourism sector in August 2024.</li> </ul>	On track
			Refresh our Destination Management Plan to refocus effort and increase tourism.	<ul style="list-style-type: none"> <li>- Economic Development Kotahitanga Board (EDKB) and Tourism Board set priorities for 2023/24, endorsed by Council.</li> <li>- Reintroducing Kapiti.co.nz website.</li> <li>- Exploring opportunity for Kāpiti to be a RTO.</li> </ul>	On track
			Increase support for the tourism and hospitality industry.	<ul style="list-style-type: none"> <li>- Major Events \$ to Māoriland Film Festival, Kāpiti Food Fair, Kāpiti Half Marathon, Ōtaki Kite Festival, Women's Triathlon, Xterra, and Matariki.</li> <li>- Preparing to stand-up a creativity cluster in Q4.</li> </ul>	On track
	Improving access to affordable, warm, dry and safe housing options that meets our local need.	<b>F</b> Implement the housing strategy.	Progress an Affordable* Housing Entity or approach to improve access to housing.	<ul style="list-style-type: none"> <li>- Council approved new Affordable Housing Entity. Trustees now appointed.</li> <li>- One-off contestable community and affordable housing seed fund established.</li> <li>- New process with Kāinga Ora established re social housing allocation and a combined Kāpiti list.</li> <li>- Secured Central government funding of just under \$10m for housing in Ōtaki.</li> </ul>	On track
			Improve older persons housing.	<ul style="list-style-type: none"> <li>- Two-phased review of Older Persons Housing completed in 2023.</li> <li>- Options to improve housing via Trust now in LTP consultation.</li> </ul>	On track
	Improving our overall health through access to affordable health services in our community.	<b>H</b> Shape the design for a health strategy to create more coordination and more service.	Take a lead advocacy role in local health, along with the community and iwi.	<ul style="list-style-type: none"> <li>- Refresh of KHAG, and its work programme. Engaging sector in Kāpiti and Ōtaki (two different regions) on the health strategy. This includes iwi-partnership boards, as locality work is clarified under new government.</li> </ul>	On track
			Map local health need.	<ul style="list-style-type: none"> <li>- The Kāpiti Health Advisory Group (KHAG) is updating its initial analysis; this will be incorporated into a social needs assessment in 2024/25.</li> </ul>	On track
			Develop local solutions to health services	<ul style="list-style-type: none"> <li>- KHAG is progressing 'access to services' work, and a business case for polyclinic now in progress.</li> </ul>	On track
			Set a health strategy.	<ul style="list-style-type: none"> <li>- Community consultation undertaken on health strategy 'direction of travel'.</li> </ul>	On track

PARTNERSHIP	Your Needs	Our Priority	Targeted Action	2023/24 Progress	Status
	<p>Ensuring the community is involved in decisions about Kāpiti's future.</p>	<p><b>I</b> Create a shared vision for Kāpiti.</p>	<p>Set aspirations for Kāpiti life in 2060+.</p>	<ul style="list-style-type: none"> <li>- Vision Kāpiti phase one engagement complete, with direct feedback from close to 2,500, and a further 6,500 through wider engagement over the last 18 months. Finalisation of phase one due in September 2024.</li> </ul>	On track
			<p>Land a pathway for actioning change to achieve this vision, that is affordable and locally supported.</p>	<ul style="list-style-type: none"> <li>- An online interactive product outlining community goals for 2060+ to be issued at finalisation of Vision Kāpiti phase one.</li> <li>- Work is underway to scope the focus for masterplanning to set out options for driving change over next four decades to deliver on Vision Kāpiti, and process will be in earnest in September 2024.</li> </ul>	On track
			<p>Set goals to ensure we meet local need and report progress.</p>	<ul style="list-style-type: none"> <li>- New outcomes framework endorsed by Strategy, Operations and Finance committee.</li> <li>- LTP adopted with measures incorporating impact measures to show how we are meeting local needs.</li> </ul>	On track
	<p>Ensuring Kāpiti Council engages well, and delivers value locally.</p>	<p><b>J</b> Lift mana and pride in KCDC's operational culture so that we deliver more value to you.</p>	<p>Build a sense of community, recognise achievements and encourage professional development.</p>	<ul style="list-style-type: none"> <li>- One-team ethos set across organisation, encouraging operations and governance to work together.</li> <li>- Working more closely with advisory groups, to bring community-led advice to the table.</li> <li>- Completed 'preparing for our future', lifting human resource function to more strategic level. Initiated review of Regulatory: resource consents in response to feedback to understand opportunities and challenges.</li> </ul>	On track
			<p>Improve engagement and feedback to the community on what we do and why.</p>	<ul style="list-style-type: none"> <li>- Introduction of engagement hub, and pop-ups with Councillors.</li> <li>- More proactive communications on key projects underway.</li> <li>- Initiated review of communications and engagement in response to feedback to understand opportunities and challenges.</li> </ul>	Early progress, but missing targeted plan
			<p>Improving trust and confidence in our role and service for the community we serve.</p>	<p><b>K</b> Support KCDC to remain on-track and improve accountability.</p>	<p>Simplify reporting to share a dashboard of what's been achieved.</p>
	<p>Engage regularly on decisions that manage hazards or risk but impact rates.</p>	<ul style="list-style-type: none"> <li>- New significance and engagement policy adopted.</li> <li>- Targeted engagements on key projects such as Takutai Kāpiti, Road Speed Review, Community Facilities, Older Persons Housing Review, Ōtaki Reservoir, Blue Bluff, Fast-Track Consent projects, and Representation Review.</li> </ul>			Early progress, but missing proactive communications plan
	<p>Optimise the use of funding to improve residents 'bang for buck'.</p>	<ul style="list-style-type: none"> <li>- Strategy, Operations and Finance committee endorsed introduction of productivity and social return on investment assessment from 2024/25.</li> <li>- LTP consultation topics on debt-management, and opportunities to more fundamentally reduce unnecessary cost to our community. Cost savings included reducing capital budget by third, and staff cap introduced.</li> <li>- Post LTP adoption: maintained credit rating on basis of sound financial strategy.</li> </ul>			On track

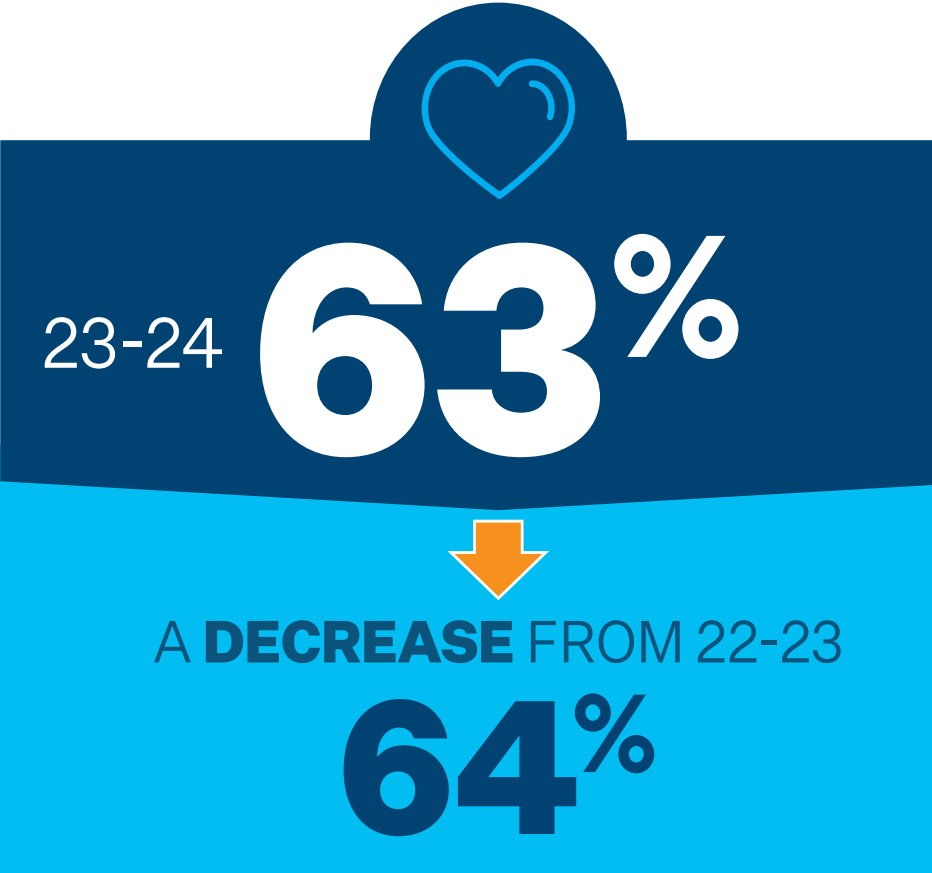
A new skate park is well under way at Maclean Park.



# Residents' Opinion Survey results

Results that informed 2023/24 performance measures

## Overall Satisfaction



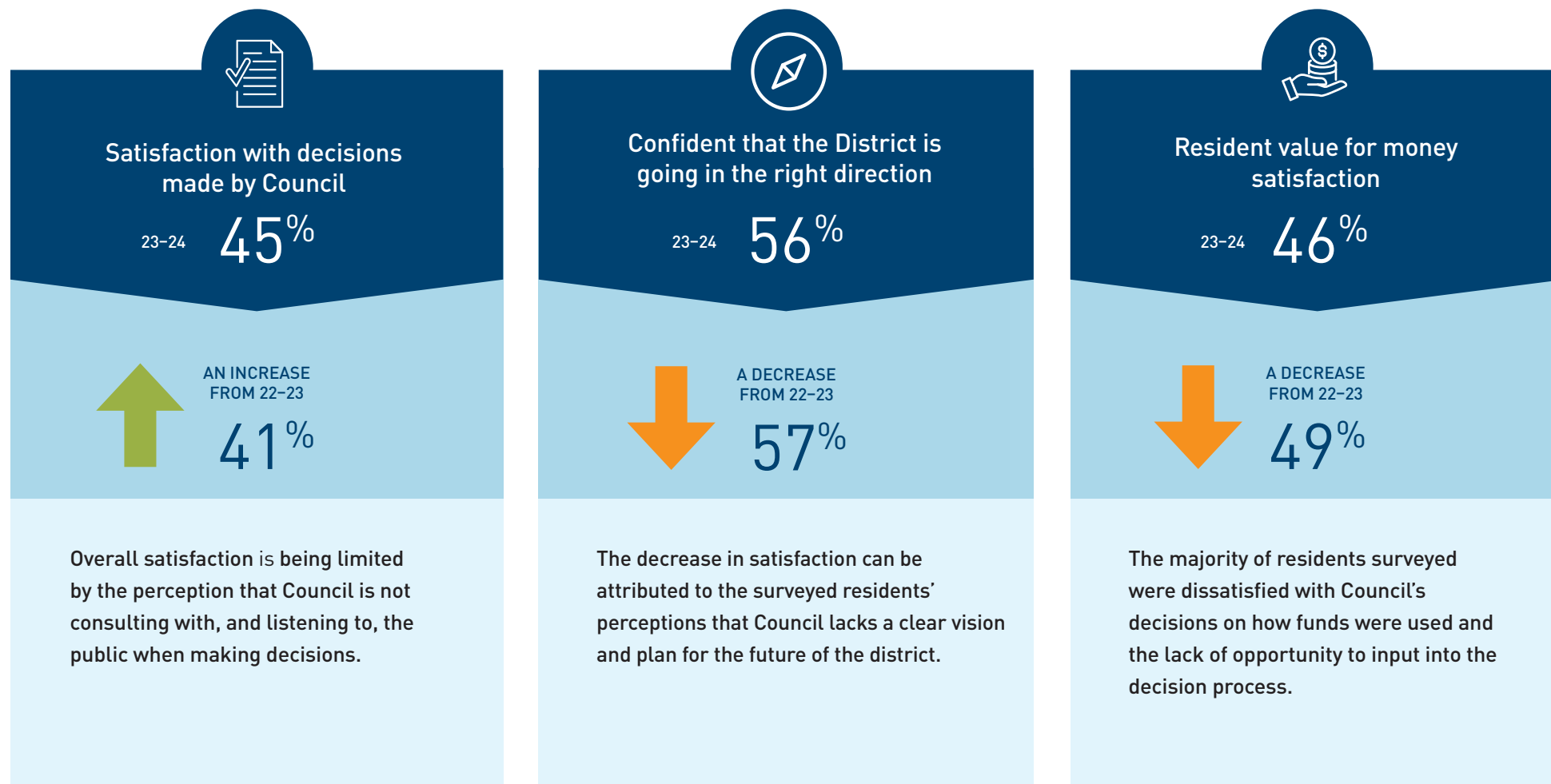
800 residents were surveyed during the year. This is considered to be a statistically valid sample size.



## Drivers of change in satisfaction

Quarterly surveys throughout the year indicate that the below drivers have influenced opinions during 2023/24.

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

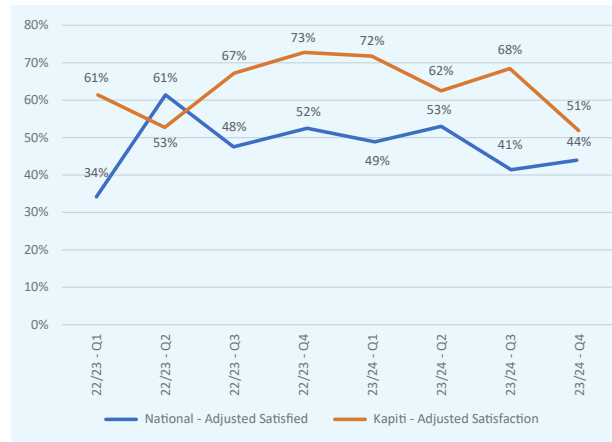


## National comparisons<sup>1</sup>

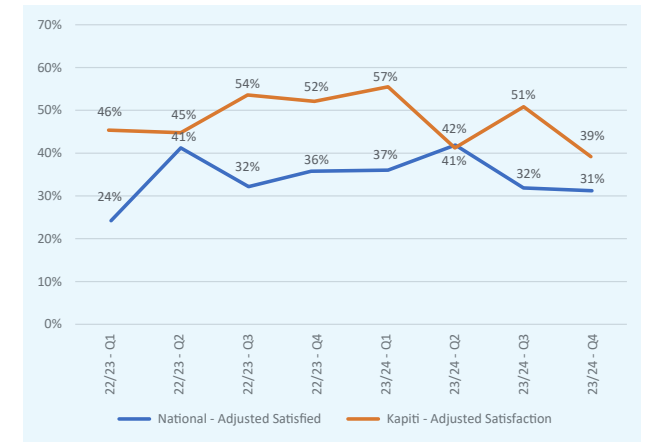
Overall satisfaction and value for money satisfaction in Kāpiti are trending higher than national satisfaction results measured by quarter.

However, whilst we are improving in these areas, we are still trending lower than the national average in terms of opportunities to have a say and information on decisions that may affect people, measured by quarter.

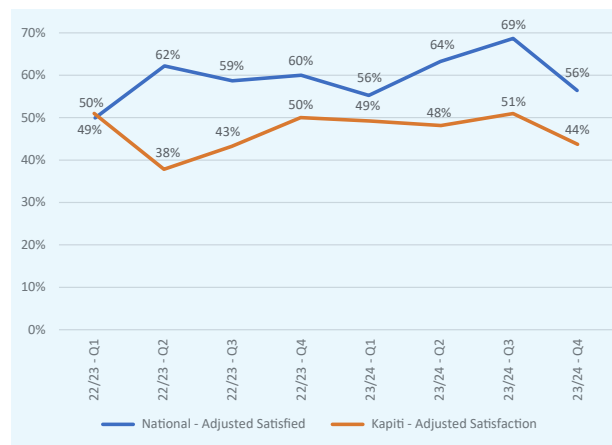
**Adjusted satisfaction – Overall satisfaction**



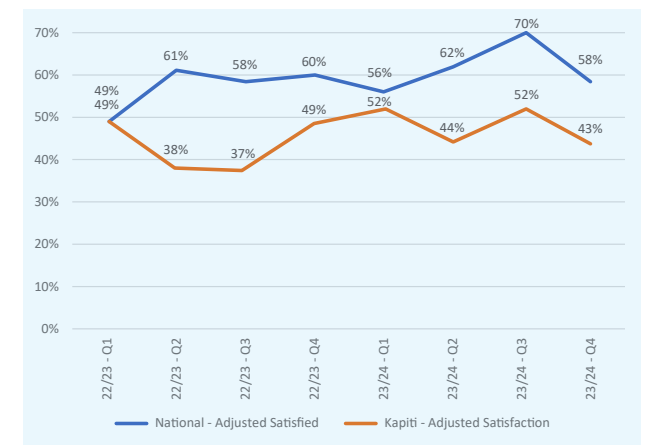
**Adjusted satisfaction – Value for money**



**Adjusted satisfaction – Opportunities to have my say**



**Adjusted satisfaction – Information on decisions that affect your area**



<sup>1</sup> Source: What is driving perceptions of Local Government? Research First, 2023.

# Our activities

The Council's strategic direction	26
Overview of activities and services	27
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Community services	61
Partnerships	74
Planning and regulatory services	89
Corporate	98

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 2021–41 Long-term Plan

# 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 2023/24 year were progressed to support achievement of these outcomes.

OUR VISION: **THRIVING ENVIRONMENT | VIBRANT ECONOMY | STRONG COMMUNITIES**  
 toitū te whenua, toitū te wai, toitū te tāngata — toitū Kāpiti: the lifestyle choice

## OUR CHALLENGES AND OPPORTUNITIES

Liveability of our District

Rising costs and limited income

Growing well

Being connected and resilient

Caring for our environment

## OUR CONTRIBUTION

### Our core services

Delivering efficient, reliable services, facilities and infrastructure to meet the needs of our growing communities.

Infrastructure



Community



Partnerships



Planning and regulatory



Corporate



### Our projects and priorities

Acting on important issues.

### Our financial strategy

Managing how we pay for services and fund our community's development.



# Overview of activities and services



## Infrastructure



Access and transport – Putanga me te waka



Coastal management – Whakahaere takutai



Stormwater – Wai āwhā



Water – Wai



Wastewater – Wai para



Sustainability and resilience – Toiūtanga me te manawaroatanga



## Community services



Parks and open space – Ngā papa rēhia me ngā papa



Recreation and leisure – Ruhanui



Community facilities – Whare tapere hapori



## Partnerships



Tangata whenua



Community support – Ngā hāpai hapori



Governance – Mana whakahaere



Economic development – Whakawhanake umanga



## Planning and regulatory services



Districtwide planning – Mahere ā-rohe



Regulatory services – Ratonga whakaritenga



## Corporate



Corporate – Paheko rangapū

**Collectively activities are aimed at delivering Council outcomes**

### 1. Communities

Our communities are resilient, safe, healthy, thriving and connected. Everyone has a sense of belonging and can access the resources and services they need

### 2. Economy

Our local economy is prosperous with ample opportunities to work and learn in Kāpiti

### 3. Environment

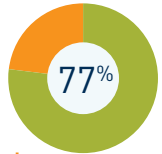
Our natural environment is restored and enhanced as we transition to a low carbon future

### 4. Housing

Our people have access to suitable housing in Kāpiti so that they can live and thrive

### 5. Mana whenua

Mana whenua and Council have a mutually Mana-enhancing partnership



↓ 2% from last year

# Infrastructure

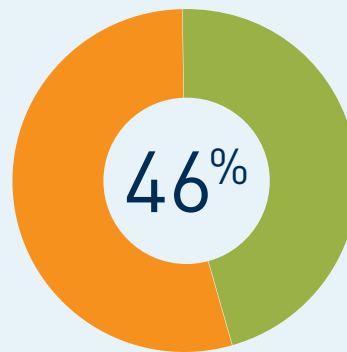


## Putanga me te waka – Access and transport

### 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 2024

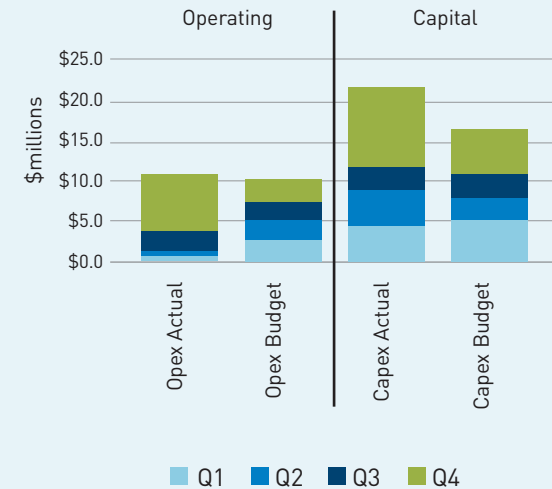


Achieved 46% Not achieved 54%

2022/23: 46%

6 Achieved 7 Not achieved 13 Total

### Operating and capital expenditure 2023/24



The full year capex overspend is due to the purchase of land for the Ihakara Link Road and the Paraparaumu transportation hub completion.

## Key highlights for the year

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

Council is working with the new landowners on the design and consenting for the new road. The work continues to develop a formal funding and delivery plan for the construction of the Arawhata Road to Ihakara Street. The purchase of the road corridor was completed in June 2024.

The Single Stage Business Case, which is required for NZTA funding, is complete and waiting for updates to the Regional Land Transport plan to be advised.

### SH1 Revocation (M2PP/PP20)

The Mckays to Peka Peka (M2PP) revocation is complete and was handed over to Council in May. This 16 km route is a key north-south arterial connection through the southern half of our district and includes significant pedestrian and cycleway improvements.

The Waikanae River bridge pedestrian clip-on was completed and opened in early May.

The planning for the Peka Peka to Ōtaki (PP20) revocation (the final stage) is underway with the final detailed design due for completion in September 2024. This will include significant work to change the road layout from a national highway to a local activity street in Ōtaki and local arterial route from Ōtaki to Peka Peka.

### Footpath renewals

Maintenance of our footpaths remains a key focus across the district. A footpath grinding programme has removed many trip hazards.

Footpath renewals are completed with 2.5 km of new footpath constructed in the 2023/24 financial year.



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## Road maintenance and surfacing

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Network road maintenance continues to be challenging. Some access and transport funding has been reallocated to keep the network safe. A funding increase has been requested in this area for future long-term plans to allow for an increasing work volume and increasing contract rates.

The Waitohu Valley pavement rehabilitation was completed in May from Greenwood Boulevard to the first 90-degree corner. This is the first major rehabilitation in our district in recent years and is the beginning of an increased pavement strengthening programme.

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## Paraparaumu Transport Hub

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The plaza areas have been opened to the public since April, with the Greater Wellington new bus shelters with “living roofs” scheduled for opening in late August.

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## Bridges and retaining walls

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Planning for the Kāpiti Road and Marine Parade culvert replacement is underway, with the initial condition assessment restricted by limited access, so work is planned to de-water the culvert so a more detailed inspection can be conducted before finalising replacement plans.

Two retaining walls have been completed on Paekākāriki Hill Road to respond to slumped shoulder areas.





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## Minor safety improvements

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Following acceptance of the Speed Management Plan 2023–33, the first phase of implementation was delivered in the first half of 2024. This includes 30km/hr variable speed limits around 13 schools, a dual raised pedestrian zebra/cycle crossing at Poplar Avenue, and raised pedestrian zebra crossings for Raumati Road and Mill Road.

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## Blue Bluff

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Ōtaki Gorge Road remains closed due to the underslip and overslip at Blue Bluff. In determining the way forward, Council considered options including swing bridges, access through the alternative route and allowing pedestrian access only, and repairing the slip and re-opening the road.

Since Council decided to reinstate the road access at its May meeting, the design and construction team have been established. Construction is programmed for early 2025. Council officers are also exploring alternative routes, as part of longer-term resilience.

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## Other progress

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### Resource consents

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109 resource consents and 51 temporary event applications were received by the Access and Transport team during the 2023/24 financial year.

Officers attended pre-application meetings and provided advice and input into resource consent information responses, and conditions on consents. They also actioned service requests as required. In addition to this, officers have provided input into the Ōtaki to North Levin expressway planning.

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### Strategy and Policy

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The Access and Transport Activity Management Plan 2024–33 is underway for being finalised in September, following release of the Government Policy Statement for land transport.

The Speed Management Plan 2023–33 was adopted by Council and certified in October 2023 by NZTA for implementation. This followed a public consultation programme.

The Cycleway and Walkway Network Plan update is under development. The team has run workshops with community representatives and the Cycleway, Walkway and Bridleway Advisory Group, along with general community consultation. This plan updates the 2014 Strategic Network Plan with the successfully delivered “stride and ride” programme.

## Challenges

- Inflation has increased costs well above predictions. Councils in the Wellington Region are seeing tender prices 30–60 percent above those seen in 2021. Our Access and Transport team has prioritised work to keep the network in reasonable condition in the short term and reflected these cost increases in the 2024–27 funding request.
- Contractor capacity and availability is changing from an ebb to a flow due to less funding from both the private and public sectors. This uncertainty is reflected in two of our larger contracting firms restructuring their resources to match their expected workflow. This may cause loss of overall capacity in the region and potentially impact the ability to increase output when funding increases in the future.

- Major projects continue to impact traffic flow and the ease of getting around the Kāpiti Coast. Major projects that have been completed include M2PP revocation, Rimu Road/Kāpiti Road/Amohia Street stormwater upgrade, the Paraparaumu transport hub and the NZTA Waikanae bridge clip-on. However, the next round of major projects will have more impact to the northern district, with projects including the PP20 revocation (Ōtaki impact) and Ōtaki watermain upgrades and Ōtaki clip on bridge.
- NZTA is in the process of indicating their funding support for the 2024–27 LTP cycle. Our continuous programme (maintenance, operations, and renewals) is supported; however, early indications to our upgrades and improvements suggest shortfalls in NZTA contributions. This information will be more certain in the coming months.



## 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	56 percent	Not achieved	This result is derived from the Resident's Opinion Survey of 800 residents. 31 percent of those 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 which is now largely complete, and works associated with revocation of SH1 resulting in disruption to traffic flows. The 2022/23 result was 57 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	11 crashes rolling average	Not achieved	The 5-year rolling average for serious and fatal crashes increased from 10 crashes annually from 2018–2023 to 11 crashes annually from 2019–2024. This includes the recently handed over M2PP section of old SH1. The 2022/23 result was achieved (10 crashes).
Residents who are satisfied with street lighting.	85 percent	84 percent	Not achieved	This result is derived from the Resident's Opinion Survey of 800 residents. 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 2022/23 result was 83 percent (not achieved).
Percentage of sealed local road network that is resurfaced.	5 percent	1.3 percent	Not achieved	Reduced seal budgets constrained the target length to less, followed by contractor failure to deliver the full programme during the chipseal season. While funding was able to be applied to asphalt sites, the higher cost does not enable delivery to the chipseal level. The 2022/23 result was 2.9 percent (not achieved).

Performance measures	Target	Result	Status	Comment and previous years' result
Residents who are satisfied with the condition of roads.	70 percent	60 percent	Not achieved	This result is derived from the Resident's Opinion Survey of 800 residents. 52 percent of those surveyed who had an issue with the transport network service explained it was due to poor road maintenance. This is reflective of 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 2022/23 result was 55 percent (not achieved).
Roads that meet smooth roads standards.	Overall smooth travel exposure is above 85 percent	85 percent	Not achieved	The smooth travel exposure for roughness is up from 84 percent in 2022/23 to 85 percent in the 2023/24 year. While this is a slight improvement the target is not achieved. The 2022/23 result was 84 percent (not achieved).
Residents who are satisfied with the condition of footpaths.	65 percent	67 percent	Achieved	The 2022/23 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	97 percent	Achieved	The 2022/23 result was 99.6 percent (achieved).
Average cost of local roading per kilometre is comparable with similar Councils.	Achieve	Comparable costs for reseal and asphalt sites	Achieved	The 2022/23 result was achieved.

Performance measures	Target	Result	Status	Comment and previous years' result
Service requests relating to roads responded to within 3–5 hours (urgent)	85 percent	60 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 2022/23 result was 62 percent (not achieved).
Service requests relating to roads responded to within 15 days (non-urgent).	85 percent	90 percent	Achieved	The 2022/23 result was 99 percent (achieved).
Service requests relating to footpaths responded to within 3–5 hours (urgent).	85 percent	95 percent	Achieved	The 2022/23 result was 45 percent (not achieved).
Service requests relating to footpaths responded to within 15 days (non-urgent).	85 percent	93 percent	Achieved	The 2022/23 result was 98 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 2024

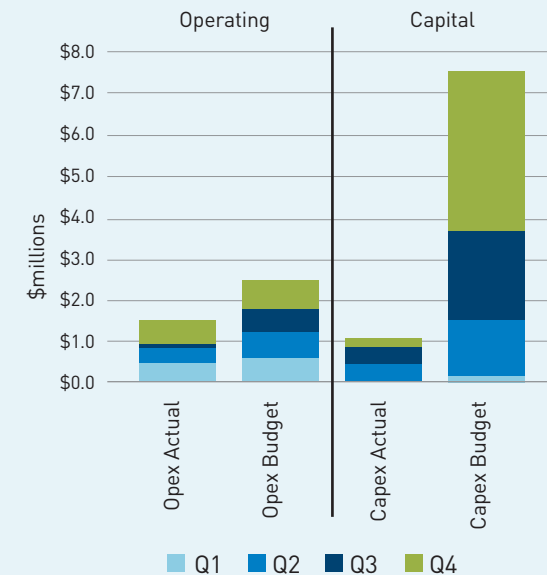


■ Achieved 100%  
■ Not achieved 0%

2022/23: 100%

3 Achieved    0 Not achieved    3 Total

### Operating and capital expenditure 2023/24



The opex underspend is due to changes in the method used to calculate interest on debt. The capex underspend is due to delayed delivery of the Paekakariki seawall replacement and Wharemauku block wall projects.

## Key highlights for the year

### Paekākāriki seawall

The detailed design phase is underway. We are working closely with a local construction company to ensure the constructability of the design and provide construction estimates. The detailed design includes a review of current accessways to ensure the current locations fit the Beach Accessway Asset Management Plan approved by Council.

A condition assessment showed a small portion of the wall is failing. Ongoing monitoring will continue to assess how quickly the wall is moving, and if needed repairs will be completed.

A review of the current resource consent was completed. Applications for Wildlife Act permits are in progress, with building consent to be applied for once detailed design is completed. Construction is expected to start early 2025.



Raumati Seawall.

### Raumati Seawall

Detailed design is complete, with construction set to start in 2027/28 and continue over the following 10 years in line with the LTP 2024–34.

Resource consent, building consent and wildlife permit applications are currently being worked through for application this financial year.

### Paekākāriki stormwater outfall

Between weather tides and penguins, we still have not done this yet. We are hoping that January–February 2025 will provide ideal tidal and penguin conditions to remove the rest of the outfall and construct the new one.

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## Wharemauku block wall

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The preferred option design was submitted to Greater Wellington Regional Council (GWRC) in May 2024 (12 months prior to the consent's expiry) in accordance with the resource consent condition. Initial meetings have been held with GWRC to discuss consenting options and pathway. The Old Coach route continues to be a problem. Work will commence on re-consenting the block wall and pathway to its replacement.

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## Takutai Kāpiti

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The Coastal Advisory Panel (CAP) completed multiple rounds of engagement across the district between July 2022 and April 2024, both in person and online, receiving over 3,900 pieces of feedback. They also drew on technical advice and mana whenua knowledge before presenting their recommendation report to Council in June 2024. Council received the report and will consider its findings before making any decisions. This concludes CAP's work and the Takutai Kāpiti project.

## Challenges

- The presence of animals protected under the Wildlife Act along the Kāpiti coastline remains a challenge. To undertake significant physical works along the coast, the risk of disturbing these animals must be a consideration. Common protected animals include penguins, lizards, and spiders.
- Construction costs have increased substantially in recent years.
- Constructability in the coastal environment is difficult, and as a result more simplistic designs are required.
- While the major coastal assets will need renewing in the next few years, there is the risk of a major storm causing significant failure to these assets.
- Navigating the ownership of the Old Coach route continues to be an issue when consenting coastal structures or activities between Raumati and Paraparaumu.



A New Zealand Grass Skink.



## 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 2022/23 result was achieved.
Final recommendations are developed to inform an implementation plan to address coastal hazards.	2022/2023	Achieved	Achieved	The 2022/23 result was achieved.
Respond within 48 hours to urgent requests to repair seawalls or rock revetments.	85 percent	100 percent	Achieved	No urgent requests were received. The 2022/23 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, 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 2024

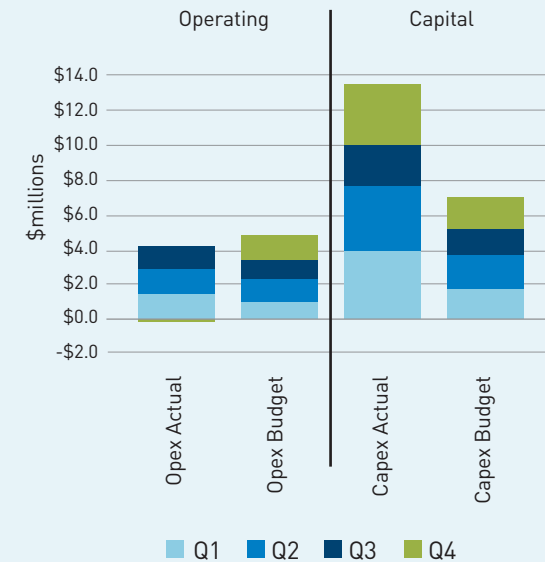


- Achieved 100%
- Not achieved 0%

2022/23: 100%

**7** Achieved    **0** Not achieved    **7** Total

### Operating and capital expenditure 2023/24



Higher capex reflects the completion of the Amohia stormwater project more quickly than budgeted.

## Key highlights for the year

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

### Flood hazard models

The re-build of Council's base flood hazard models for all its urban catchments is complete.

### Amohia stormwater upgrade

This project was completed in the 23/24 financial year. It forms stage one of a three-stage upgrade programme in the Wharemauku Stream catchment. This work was completed over two years instead of three in order to achieve cost efficiencies while also bringing ahead the Access and Transport project to remove 23 Amohia Street and build a slip lane at the intersection of Kāpiti Road and Amohia Street. This resulted in less disruption to the community and less risk to existing services by reducing the frequency of disturbance.

The project installed over 800m of stormwater pipes ranging from 1.05m to 1.6m diameter and 10 manholes ranging up to 3m in diameter.

### Jeep Road stormwater upgrade

Works were substantially completed within the 2023/24 financial year. This contract was tendered over three financial years and the decision has been made on cost efficiency grounds (to avoid disestablishment and reestablishment costs) to bring forward the 2024/25 budget for the project into the current financial year. The overall benefit to the community is less cost and disruption while also securing the contractors on site and associated efficiencies without them having to mobilise on and off the project.



### CCTV condition assessment

Substantial progress was made on obtaining stormwater pipe condition assessments. Additional benefits for the network have been obtained because of the pre-cleaning of the pipes prior to inspection, which ensures that the networks are functioning at their highest level.

### Kenakena Stormwater upgrade project

All consents and permits required for the works were granted by mid-November 2023.

The high-volume (fish friendly) positive displacement pumps have been ordered, with an expected delivery date on site February 2025.

Tender documents for the design and build of the pump station, and the replacement of the culverts under Manly Street with a bridge, is underway.

## Other progress

- Open drain maintenance continued.
- Continued with water quality monitoring, districtwide flood modelling, and providing technical inputs for subdivision applications.
- A global stormwater discharge consent application has been submitted and accepted by GWRC. Staff are working through the further information request by GWRC.
- A global open drain/stream maintenance consent application has been submitted to GWRC. We are continuing to work with iwi, finalising the Code of Practice, and responding to further information requests.
- A districtwide inflow infiltration control project (joint with the water/wastewater team) has been put on hold due to resourcing constraints and prioritisation of the advancement of other physical works contracts.

## Challenges

- Maintaining progression of the major Amohia and Jeep Road projects, while trying to maximise efficiencies in combination with other projects like the Kāpiti Road slip lane project, will result in an overspend in the 2023/24 financial year as the funds identified in the 2024/25 year are brought forward.
- While overall the progress of these two major stormwater projects is a significantly good outcome for the community, it has resulted in Council having to delay other stormwater work in the interim, and results in us completing significant parts of our 2024/25 stormwater capex work early.



- Consenting requirements associated with new Natural Policy Statement for Freshwater Management requirements are impacting on our ability to proceed with necessary works in a timely manner. The Government has indicated that it is going to be reviewing these requirements and staff are currently awaiting announcements on what changes will be proposed. Indication from the Government is they intend on making it easier to build new infrastructure, and maintain existing infrastructure, under these requirements.
- Significant increases in construction costs continued. While costs stabilised, the underlying costs are still significantly higher than what was budgeted in the 2023/24 annual plan.
- The community often struggles with how to live with more water. Ratepayers often have unrealistic expectation of Council's ability to "fix"

the situation. In addition, ratepayers living in rural (non-stormwater-rated) areas often expect the same or similar level of service to ratepayers in urban (stormwater-rated) areas. This needs to be addressed at a Council level as it becomes increasingly difficult for staff to manage these expectations.

- The minor works programme is on hold due to the new footbridge being added to old SH1 Waikanae bridge. This is due to Council receiving several complaints from businesses in Waikanae not wanting more disruption. The work is likely to proceed in Q1 2024/25 (weather dependant) along with some minor work to tidy up previous work. This will complete the contract.
- The GWRC's draft Waitua Implementation Plan may significantly impact Council's ability to maintain and operate its stormwater network.

## 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	2.2 hours	Achieved	The 2022/23 result was 2 hours (achieved).
Median response times to attend a flooding event from notification to attendance on site.	Non-urgent = less than or equal to five days	28.9 hours	Achieved	The 2022/23 result was 1 day (achieved).
Percentage of all buildings that have been inundated due to minor flooding that are visited within four weeks.	90 percent	100 percent	Achieved	The 2022/23 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	6 per 1,000 connections	Achieved	The 2022/23 result was 15.5 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 2022/23 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	No habitable floor flooding occurred	Achieved	The 2022/23 result was 0.09 per 1,000 properties (achieved).
Compliance with the Council's resource consents for discharge from our stormwater system measured by the number of: a) abatement notices b) infringement notices c) enforcement orders d) convictions received by the Council in relation to those resource consents.	No notices or convictions	No notices or convictions	Achieved	The 2022/23 result was achieved.

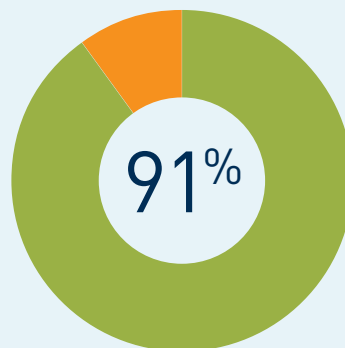


## Wai – Water management

### 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 2024

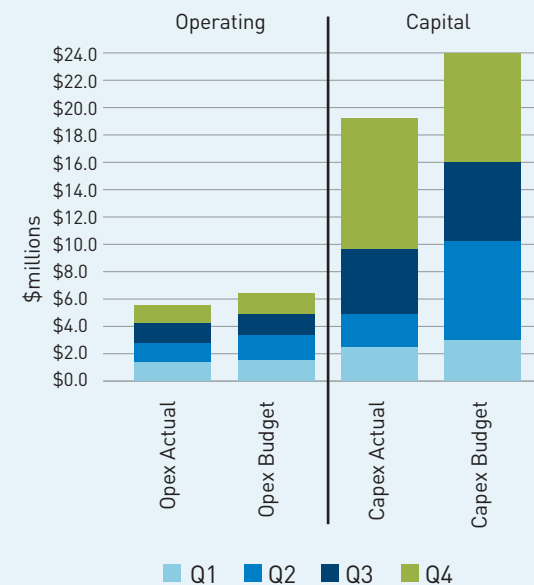


- Achieved 91%
- Not achieved 9%

2022/23: 100%

**10** Achieved    **1** Not achieved    **11** Total

### Operating and capital expenditure 2023/24



Lower capex reflects delays in the Waikanae Water Plant Treatment project, now scheduled for completion in the 2024/25 financial year.

## Key highlights for the year

### Progress drinking water safety and resilience

The Ōtaki Fire Loop Watermain Installation (stage 1) commenced in June 2024 and is expected to be complete by December 2024.

### Hautere Water Treatment Plant

The project is 40 percent complete – progress has been made with soak pit testing, installation of pole transformer, and signing of easement agreement with landowner.

Negotiating the easement agreement took longer than expected, which resulted in the project underspending the budget by \$800k in 2023/24.

There is currently insufficient budget in 2024/25 to complete the initially planned works. Construction of a new generator and filter shed will only be able to proceed if budget is made available through reprioritisation of the capex programme.

### Rangiuru Water Treatment Plant

The environmental monitoring bore has been completed.

Planning is advanced for installing the new building to house the generator, filters, and a future fluoride system. However, upgraded flood mapping has shown that the building location falls into GWRC's ponding zone and this work now requires further planning.

The new chlorine precast concrete bunker has been constructed and will be delivered to site in early 2024/25.

Additional electrical work will be required to complete the upgrade and establish communications with the treatment plant at Tasman Road if that upgrade is completed. The timing of this work will depend on budget being made available through reprioritisation of the capex programme.



Visual real time stages of Water Treatment.



### Tasman Road (Ōtaki) Water Treatment Plant

Environmental monitoring bores have been installed and the ecological impact assessment was completed in September 2023.

The resource consent has been completed and submitted to GWRC. A cultural impact assessment and landowner consent response have been completed to support the consent application. Changes to the requirements in these documents along with reprioritisation of the capex programme in 2024/25 have required a review of the project scope.

### Paekākāriki Water Treatment Plant upgrade

The project is 30 percent complete. Work completed to date includes the design for the new plant, purchase of UV equipment, geotech work on the site, and the installation of the new precast concrete bunker for the chlorine cylinders.

For most of 2023/24 a significant part of the site was occupied by the Transmission Gully team. The site was only cleared late in the year, which delayed the planned works.

Further planned works include a new shed for the generator and the other equipment. However, as with the other water treatment plant upgrades, this will depend on sufficient budget being made available through reprioritisation of the capex programme.



Waikanae water treatment plant.

### Waikanae Water Treatment Plant (Stage 2)

The project is 35 percent complete and is on track with the revised schedule.

At the end of 2022/23 it had been expected that earthworks for the new clarifier would start around October 2023; however, finalising details of the main construction contract took significantly longer than expected. The contract was finally signed in late 2023 and earthworks started in February 2024.

Progress since February has been rapid, with earthworks completed and stabilised for the winter

period, and the new clarifier central foundation steel reinforcing being completed along with 30 percent of the perimeter ring beam. The new access road has also been completed and sealed. The new chlorine room foundation slab has been completed.

While this work was underway, we procured a range of equipment needed for the upgrade, including the clarifier mechanism, fluoride and polymer dosing equipment, blowers, chemical storage, and new surge vessels.

Due to the contract finalising delays earlier in the year, there was a \$4.41m underspend against budget this year.

Ōtaki Reservoir, photo taken 1st August, 2024.

## Upgrade our water network

### Ōtaki 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 was purchased in March 2023 and earthworks started in October 2023.

The site has been stabilised and landscape planting has been completed. Pipework to connect the reservoir to the Ōtaki water supply is nearing completion, with testing and disinfection currently underway.

Construction of the tank itself is underway, with the tidy pad installed, all underfloor pipework completed, and pre-cast columns and panels in production.

The construction of the main reservoir is planned to be completed by November 2024.

### Ōtaki Reservoir pipeline

The tender for the main section of pipeline connecting the reservoir from Te Manuao Road to County Road was completed in December 2023 and the preferred contractor selected. This pipeline installation is now complete.



### Water mains renewals

Work commenced in June 2024 and is expected to complete by or before December 2024.

### Challenges

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

- There are challenges getting required access agreements with the landowner for the Tasman Road water treatment plant upgrade project.
- The government's announcement amending the course of the Affordable Waters reform introduces uncertainty regarding transition timing and ongoing operations and management of assets/availability of resource. The requirements in the National Policy Statement on Freshwater (Te Mana o te Wai) and the implications are not clear.

## 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 <b>attendance time</b> (from the time the Council is notified to the time that staff are on site).	Urgent = less than or equal to 1 hour	9 minutes	Achieved	The 2022/23 result was 15 minutes (achieved).
Median response times to a fault or unplanned interruption to our water network measured by <b>attendance time</b> (from the time the Council is notified to the time that staff are on site).	Non-urgent = 3 days or less	21 hours 41 minutes	Achieved	The 2022/23 result was 18 hours 24 minutes (achieved).
Median response times to a fault or unplanned interruption to our water network measured by <b>resolution time</b> (from the time the Council is notified to the time that staff confirm resolution).	Urgent = 5 hours or less	54 minutes	Achieved	The 2022/23 result was 1 hour 6 minutes (achieved).
Median response times to a fault or unplanned interruption to our water network measured by <b>resolution time</b> (from the time the Council is notified to the time that staff confirm resolution).	Non-urgent = 4 days or less	1 day, 23 hours and 35 minutes	Achieved	The 2022/23 result was 1 day 4 hours (achieved).
Compliance of the district's drinking-water supply with: a) Part 4 of the drinking water standards (bacteria compliance criteria)	100 percent	100 percent	Achieved	The 2022/23 result was 100 percent (achieved).
b) Part 5 of the drinking-water standards (protozoal compliance criteria).	100 percent	100 percent	Achieved	The 2022/23 result was 100 percent (achieved).

Performance measures	Target	Result	Status	Comment and previous years result
Residents who are satisfied with the quality of the Council's water supply (taste, odour, and clarity).	80 percent	84 percent	Achieved	The 2022/23 result was 84 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: 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	At or below 6.2 complaints per 1,000 connections	5.62 complaints per 1,000 connections	Achieved	The 2022/23 result was 4.62 complaints (achieved).
Peak water consumption in litres per person per day.	At or below 490 litres per person per day	338 litres per person per day	Achieved	The 2022/23 result was 393 litres (achieved).
Average water consumption in litres per person per day (l/p/d).	At or below 325 litres per person per day	268 litres per person per day	Achieved	The 2022/23 result was 286 litres (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	29.6 percent	Not achieved	Funding to investigate and remediate leaks in 23/24 was constrained by the prioritisation of funding elsewhere in the water management activity. 24/25 budgets will allow progression in this area in the coming year.  The 2022/23 result was 21.5 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 through wastewater management practices that ensure we respond efficiently and effectively to system blockages, faults, and overflow issues.

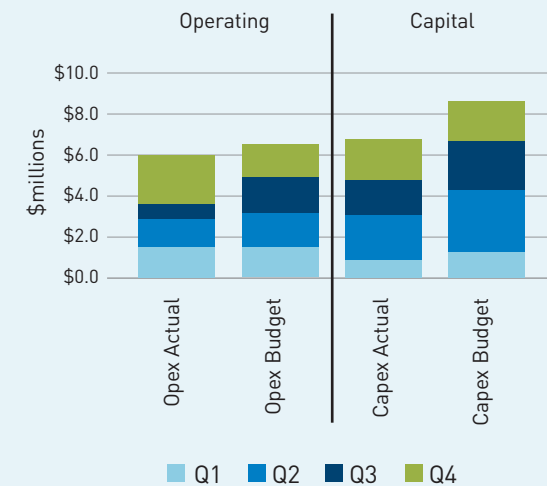
### Wastewater as at 30 June 2024



■ Achieved 100%  
■ Not achieved 0%  
 2022/23: 100%

5 Achieved    0 Not achieved    5 Total

### Operating and capital expenditure 2023/24



Lower capex is due to the timing of the Ōtaki Gravity Main project, which is now scheduled to commence in the 2024/25 financial year.

## Key highlights for the year

### Paraparaumu WWTP Clarifier 1 refurbishment

Completed.

### Paraparaumu Wastewater Treatment Plant (PWWTP)

The pond upgrade is complete. The sludge-bed decommissioning project is progressing but is impacted by non-availability of suitable soil from pond earthworks. Efforts are underway to get the clean fill through earthwork contractors to finish the remaining work. Some quantities of soil stockpiled (from Waka Kotahi's expressway work) at the landfill has been tested and approved by GWRC to fill the sludgebed. The shifting of the stockpiled topsoil is planned after winter.

A new PWWTP pH Correction System was commissioned in June 2024.

### Ōtaki Wastewater Treatment Plant (ŌWWTP)

Upgrade of the ŌWWTP inlet works was completed in May 2024.

Desludging the aeration lagoon, concrete sealing of the base, and an upgrade of the aeration system is expected to be complete by June 2025.

The resource consenting process is underway for the upgrade of the Land Disposal Treatment Area (LDTA). The upgrade scope included renewal of lateral, installation of risers and sprinklers, replenishment of soil, and grassing/planting in and around the LDTA. The testing of the laterals with new sprinklers was completed (a prerequisite for consenting) in July 2024. Upon granting of the consent, renewal of the pipes and installation of the sprinklers are expected to be completed by or before June 2025. The replenishment of soil is subject to the availability of suitable soil and is planned to happen one bed at a time to ensure continuity of plant operations.

### Wastewater network upgrade

Aotaki St – Mill Rd Gravity Trunk Sewer Main work is planned to commence in September 2024.

Three emergency generators were installed at Aotaki, Fieldway, and Rangiora wastewater pump stations.

A section of collapsed sewer main at Tutaneke was replaced.

The Ratanui Sewer upgrade commenced at the end of June 2024 and is expected to be complete by the end of August 2024.

## Other progress

- The design for hydraulic debottlenecking of the clarifier-3 outflow and upgrade of UV is in progress. Consultation with prospective suppliers is underway.
- The procurement of higher spec pumps for the upgrade of A-recycle pumps is complete. Physical work is planned after the winter period.
- The procurement of pumps to upgrade the RAS-1 pumpstation is complete. Physical work is planned after the winter period.
- The concept design of the inlet work upgrade is complete.
- The consenting and design review of the Waikanae duplicate sewer rising main is underway.

## Challenges

- The resource consent is delayed for the LDTA upgrade. The upgrade of pipes and sprinklers is planned for 2024/25 subject to the granting of the consent. The air quality assessment is complete. Replenishment of the LDTA bed is subject to the availability of suitable soil – the estimated requirement is around 40,000m<sup>3</sup>.
- 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). There is legislation before the House that may affect this, as a Bill to defer National Policy Statements was introduced in 2024. 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 Three Waters reform introduces uncertainty regarding any potential change to the operation and management of these assets.
- If implemented, the draft Whaitua Implementation Plan may impact on wastewater treatment and discharge, and future consenting.



Council's wastewater operations.

## 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 <b>attendance time</b> (from the time the Council receives notification to the time that staff are on site).	1 hour or less.	24 minutes	Achieved	The 2022/23 result was 22 minutes (achieved).
Median response times to sewage overflows resulting from a blockage or other fault measured by <b>resolution time</b> (from the time that the Council receives notification to the time that staff confirm resolution).	5 hours or less.	1 hour 15 minutes	Achieved	The 2022/23 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.	4.04 complaints per 1,000 connections	Achieved	The 2022/23 result was 3.14 complaints (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.	1.34 overflows per 1,000 connections.	Achieved	The 2022/23 result was 0.97 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"> <li>a) abatement notices</li> <li>b) infringement notices</li> <li>c) enforcement orders</li> <li>b) convictions, received by the Council in relation to those resource consents.</li> </ul>	<p>No notices, orders, or convictions.</p>	<p>No notices, orders, or convictions.</p>	<p>Achieved</p>	<p>The 2022/23 result was achieved.</p>

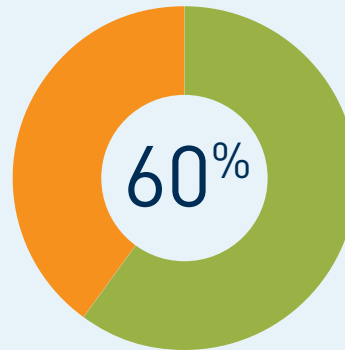


## Toiūtanga me te manawaroatanga – Sustainability and resilience

### 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 2024

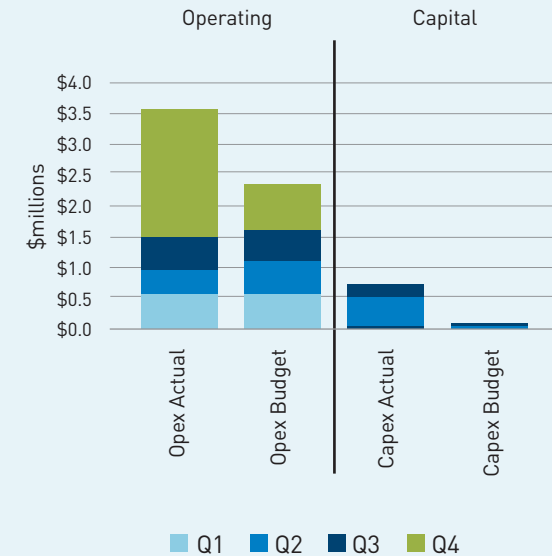


■ Achieved 60%
 ■ Not achieved 40%

2022/23: 60%

3 Achieved
 2 Not achieved
 5 Total

### Operating and capital expenditure 2023/24



The opex overspend is due to the reallocation of waste personnel and expenditure to the Sustainability & Resilience activity. Higher capex relates to the Zero Waste Hub project.

## Key highlights for the year

### Climate Emergency Action Framework

- The updated action plan was published to the Council's website in December 2023.
- An aspirational districtwide emissions reduction target was set for 2040.
- There were increased submissions to central government and continued support for asset owners.

### Council's emissions reduction programme

- The annual Toitū Carbon Reduce Audit was completed with 68 percent carbon reduction achieved since 2010. A requirement of the audit is to monitor and report upstream emissions, largely from contractor emissions. Planning has been largely completed and conversations with Council's largest supplier have begun.
- Council has bought five new hybrid/EV vehicles.
- A districtwide emissions model and a targeted transport emissions model was developed to inform the developing Climate and Resilience Strategy.

- The solar project for the civic hub was approved through the Long-term Plan to lower corporate emissions and operational costs.
- An energy efficiency project has been initiated to assess Council properties for additional reductions in emissions and operational costs.
- The annual travel and work habit survey for staff was completed.

### Regional projects

Officers have been on core and working groups to deliver the Wellington Region Emissions Reduction Plan (approved March 2024), and Climate Change Impact Assessment (approved June 2024), along with the other Councils within the district.

### Supporting community transition

Climate Action Grants were distributed for a second, and final year, to community applicants (\$100K). Support was provided for these recipients towards successful outcomes.

- A Love to Ride NZ campaign delivered to the community.
- The provision of Enviroschools increased to local schools.
- Development of internal climate education workshops and fostering of internal working groups to embed sustainability across Council work.
- Presentations at community events such as Kāpiti Coast Youth Summit and a Developer Forum.



Ōtaki librarian Debbie Brown demonstrates Ōtaki battery recycling.

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## Waste Minimisation and resource recovery

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### Otaihanga Zero Waste Hub

The site officially opened in June 2024 to receive reusable building materials that would otherwise go to landfill. Operators Kāpiti Zero Waste have signed a lease to operate the site.

### Waste Management and Minimisation Plan (2023–2029)

In December 2023 Council adopted the Wellington Region Waste Management and Minimisation Plan 2023–2029 (WMMP). Under the Waste Minimisation Act 2008, all councils must review and update the regional plan every six years.

The plan, which aims for less waste and a greater place through a circular economy model, has now been adopted by all eight councils in the region.

The plan includes 17 local actions for Kāpiti that will help reduce waste, including ongoing support for the Zero Waste Education programme, Paper4Trees, cloth nappies trial for pre-schools, waste minimisation grants, and resources for waste-free events in the district.

### Waste Minimisation education

Since June 2023 our internal educator has delivered lessons at two ECEs. Funding has been made available from the waste levy to increase capacity through an external educator, to be implemented in the second half of 2024.

### Community Workshops

- 356 residents attended workshops, including the Introduction to Composting workshop, waste reduction presentations at Kāpiti village, and a presentation to Kāpiti Enviro Youth Summit.
- 170 residents attended our Love Your Compost workshops, and 189 vouchers for a discounted composting system have been issued.

### Recycling programmes

Following a successful battery recycling pilot programme at Paraparaumu, it was rolled out to Ōtaki with Waikanae to follow. Our e-waste and car seat recycling programmes at our transfer stations remain popular.

### Waste Minimisation Grants

- 10 community waste minimisation grants were awarded.
- Five applications to the business waste minimisation grants were awarded.

### Waste Levy Spend Audit

Council received full compliance with no further recommendations for the annual waste levy spend audit by the Ministry for the Environment.

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## Emergency Management

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- Drinking Water Emergency Response Plan: The Community Water Station Project Year One funding was approved in the LTP. A project plan is being developed and will be rolled out in the second half of 2024/25.
- "All-in" approach: Rolling foundation training across Council was approved and commenced on 1 July 2024.

## Challenges

- In June 2023 Waste legislation reform Cabinet papers were proactively released to support the new Aotearoa New Zealand waste strategy (March 2023). These reforms and high-level directions from the Waste Strategy will shape how New Zealand, and Kāpiti, manages waste moving forward. However, since these were released there have been no updates or further progress.



Kāpiti Mountain bikers. Friday Photography.

## 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	91 percent	Achieved	The 2022/23 result was 88 percent (achieved).
Illegally dumped waste is removed within two working days.	85 percent	91 percent	Achieved	The 2022/23 result was 78 percent (not achieved).
Households have an emergency plan and kit sufficient for seven days following an emergency event.	70 percent	61 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 2022/23 result was 63 percent (not achieved).
The Council delivers a waste minimisation education programme in schools.	Minimum of 4 schools each year	2 schools	Not achieved	The 2022/23 result was 5 schools (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	16 vehicles	Achieved	The 2022/23 result was 10 vehicles (achieved).



↑ 17% 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 2024

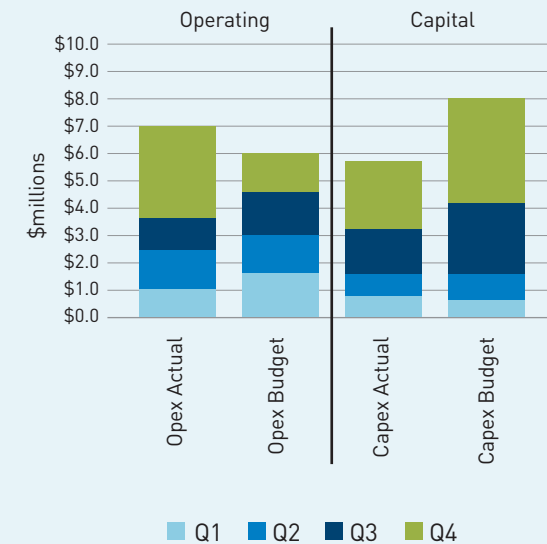


■ Achieved 100%   ■ Not achieved 0%

2022/23: 90%

10 Achieved   0 Not achieved   10 Total

### Operating and capital expenditure 2023/24



Lower capex is due to the timing of the Maclean Park project, which is now due for delivery in 2024/25.



Before and after – Maclean Park amenity block.

## Key highlights for the year

### Maclean Park renewal

This project encompassed upgrading the skatepark and replacing the amenity block.

The amenity block has been completed and is open to the public.

The skatepark construction remains on track for completion in late January/February 2025.

### Cemeteries

A recent development includes the installation of a new signage board at the entrance to Waikanae Cemetery. This board features a location map depicting various areas of the cemetery, accompanied by relevant information.

A new ashes garden has been installed in Waikanae cemetery and has resulted in increased interment capacity at this site. Planning for two new ashes gardens are also underway at Awa Tapu cemetery.

A new digital cemetery management and information system has been developed. The system is now live and funeral directors have received training. Enhancements integrating the system with Council's geographical information system is ongoing.

### Marine Gardens renewals

The planning phase for the upgrade of the splash pad pump shed and water tank is currently underway in conjunction with the aquatics team. Work has progressed to the advanced design stage and contractor engagement. The playground remains in a safe condition. Despite this, there is play equipment that will be affected by the plant room and water tank upgrade, and this presents an opportunity to upgrade certain equipment as a result. This will also include a renewal of the play surface/safety surface of the splash pad.



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## Playground renewals

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The Mahara Place playground underwent a comprehensive renewal and upgrade, incorporating accessible play equipment and the installation of a new safety surface.

Collaborative efforts with Paraparaumu library staff are currently in progress to relocate the play area to the opposite end of the library building, aimed at creating additional space for “play activation”. The original playground has been dismantled, and a new safety surface and fenced-off play area have been implemented, complemented by the acquisition and current use of play blocks. New shade sails have been installed over the balcony area. An accessible ramp will be installed pending further planning with the Property team.

Ongoing efforts are dedicated to the replacement of safety surfaces (bark) across all playgrounds to meet the stipulated 300 mm depth requirements.

The installation of new play equipment at Victor Weggery playground is completed.

The Waterstone, Regent Drive and Simpson Crescent playground upgrades are complete, and the Totara Park upgrade is almost complete.

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## Waikanae Park development

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Recreation Services Ltd (RSL) Consultants have held several successful stakeholder engagement sessions and public consultations. The insights gathered from these interactions are incorporated into the Park Development Plan, which is now complete. The delivery and implementation of this plan will then be worked through with the intention for improvement works to commence in 2024/25.

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## Restoration plantings

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In the 2023 planting season, Council staff and community volunteers planted 22,100 native plants across parks and reserves. This included 8,100 in wetland and forest ecosystems and 14,000 in dune ecosystems, enhancing biodiversity and environmental resilience. Planning is underway for the upcoming winter planting season and plant orders are being made.

In June volunteers and staff supported around 200 children in planting approximately 1500 plants at Pharazyn Reserve for Arbor Day.

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## Otaraua Park (stage 2)

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Although the development of the site has been put on hold, drainage upgrades to the sportsfields were still completed, resulting in increased playability across more of the year. The provision of temporary changing facilities is currently being investigated and will enhance usability over the winter months, especially by the junior clubs.



## Other progress

- Asset management plans for beach accessways, recreational tracks and trails and destination parks were completed and approved by the Strategy, Operations and Finance Subcommittee. A Tracks and Trails Advisor has been recruited and will be working on operationalising these plans.
- The Kāpiti Coast Art Trail continues to grow with over 152 participating artists and 13 exhibition spaces in 2024, the highest number yet. Each of the artists has a webpage on our website made specifically to assist the trail, allowing visitors to learn more about each artist, their medium and assisting them to plan their trail. The trail attracted almost 13,500 visitors over the first two weekends in November 2023, generating close to \$1 million in revenue for the artists.

## 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	100 percent	Achieved	The 2022/23 result was 99 percent (achieved).
Sportsgrounds are open when scheduled.	85 percent	99 percent	Achieved	The 2022/23 result was 93 percent (achieved).
Residents are satisfied with the current availability of facilities.	85 percent	99 percent	Achieved	The 2022/23 result was 92 percent (achieved).
Residents are satisfied with the quality of the Council's parks and open spaces.	85 percent	100 percent	Achieved	The 2022/23 result was 98 percent (achieved).
Residents who are satisfied with quality of recreation and sporting facilities.	85 percent	98 percent	Achieved	The 2022/23 result was 94 percent (achieved).
Residents are satisfied with the quality of playgrounds.	85 percent	98 percent	Achieved	The 2022/23 result was 90 percent (achieved).
Residents are satisfied with the appearance of, and accessibility to cemeteries.	85 percent	100 percent	Achieved	The 2022/23 result was 99 percent (achieved).
At least a 10-year burial capacity is maintained across the district.	Achieve	Achieved	Achieved	The 2022/23 result was achieved.
Users are satisfied with the Council's cycleways, walkways and bridleways.	85 percent	85 percent	Achieved	The 2022/23 result was 83 percent (not achieved).
Residents are satisfied with access points to beaches.	85 percent	93 percent	Achieved	The 2022/23 result was 91 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 2024

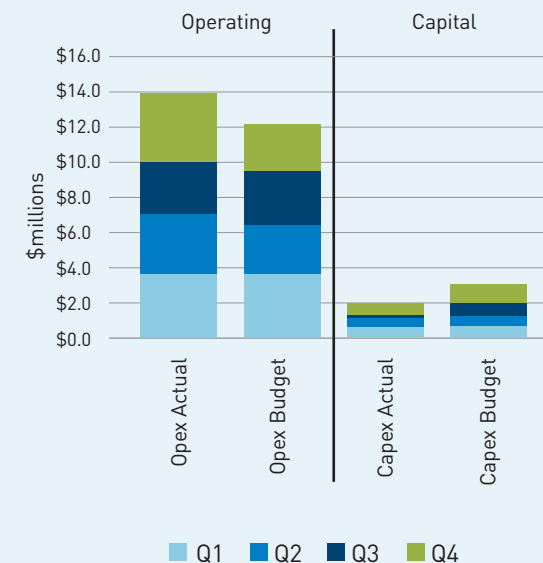


- Achieved 100%
- Not achieved 0%

2022/23: 71%

**7** Achieved    **0** Not achieved    **7** Total

### Operating and capital expenditure 2023/24



## Key highlights for the year

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

The Paraparaumu Library is poised for an expansion of its physical footprint, involving the conversion of the current ground floor meeting room into a dedicated Makers Space. Currently the space is closed to allow renovation work to proceed. This transformation aims to provide equitable access to digital programs and engagement with cutting-edge creative technologies for the community. The Makers Space provides a base for digital services to be provided in other library hubs and out in the community. The Library's Connector Van has now arrived and is being prepared to allow library services and resources to be accessible across the whole district. Both these new spaces/resources represent a transformative development for Kāpiti libraries, offering unprecedented opportunities for dynamic public engagement in the upcoming months.



Waikanae engagement hub.

### Te Ara Whetū (Waikanae Library and Community Service Centre)

Following an extensive community engagement process, a decision has been reached to undertake the refurbishment and extension of the former library building and build an additional floor. The objective is to transform it into a multifunctional space, serving as a central library and social hub for the community. The name Te Ara Whetū has been gifted by Te Ātiawa.

Building consent is not expected until mid-2025 due to additional investigation works required before concept design can begin. In the meantime, the fitout of the existing building has been removed and air monitoring has been assessed with results not yet available.

The design contractor is currently identifying design constraints and consulting stakeholders with potential design concepts. Cost estimates are being worked through to confirm funding allocations and project timelines.

## Ōtaki pool

Stage 2 of the pool development includes upgrading the changing amenities to current building standards and improving both the building envelope and accessibility to the facility. Heating systems will be upgraded by replacing the aged gas boiler with an air-sourced electric heat pump. This will result in significant energy cost savings and an improved experience for customers.

The project is very much at the beginning of the design phase. Early engagement has occurred with the community board and significant stakeholders to help understand the community's needs. Work has begun to design the cultural elements before preliminary designs are developed and finalised. Geotech, parking, and planning report assessments are complete, confirming preliminary resource consent requirements.



Ōtaki Pool, Jan 2024.

## Other progress

### Aquatic centres

- The aquatics facilities recorded 330,000 visits in the 2023/2024 year, a new record.
- The second half of 2023/24 has seen the Ōtaki Pool support community events such as Ōtaki Vibes and swimming sessions for local rangatahi.
- Kauora, as part of the Aquatics Outreach programme, is a new initiative at Ōtaki Pool, run as a pilot programme in conjunction with Dr. Terina Raureti from Coastal People Southern Skies. (Otago University) This pilot program is an opportunity for whānau to develop skills to contribute to the safety of our tamariki and whānau in the water environment.
- As a reflection of this community outreach, Ōtaki Pool's attendance has increased 38 percent and the relationship with local Māori continues to grow.

## 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	94 percent	Achieved	The 2022/23 result was 96 percent (achieved).
Visits to swimming pools in the District.	≥ 290,000 each year	330,364	Achieved	The 2022/23 result was 312,000 (achieved).
Learn-to-swim registrations.	≥ 3,200 per year	4,376	Achieved	The 2022/23 result was 2,398 (not achieved).
Users who are satisfied with the library services.	85 percent	97 percent	Achieved	The 2022/23 result was 96 percent (achieved).
Visits to libraries.	≥ 300,000 each year	331,974	Achieved	The 2022/23 result was 283,972 (not achieved).
Collections are refreshed in accordance with the New Zealand public library standards.	350 new items (including renewals) per 1,000 population	12,744	Achieved	The 2022/23 result was 14,646 (achieved)
Items borrowed and renewed per annum (including physical, digital, and SMART libraries).	520,000 each year	694,560	Achieved	The 2022/23 result was 561,600 items (achieved).



Raumati's Lorna Irene playground became fully accessible with the inclusion of communication boards (see right of photo) at the end of 2023.



## Whare tapere hāpori – 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 2024

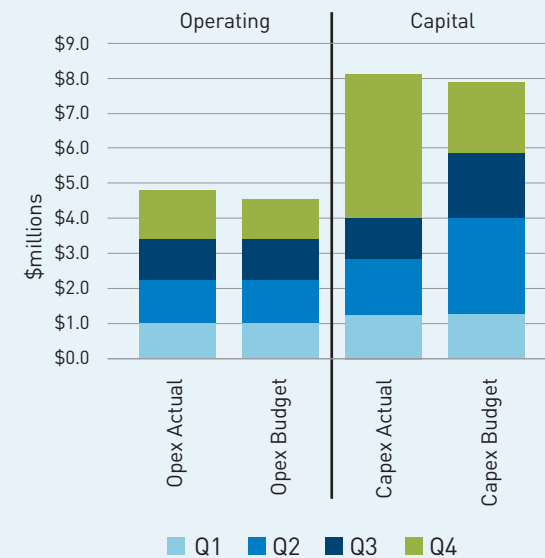


■ Achieved 100%  
■ Not achieved 0%

2022/23: 86%

7 Achieved    0 Not achieved    7 Total

### Operating and capital expenditure 2023/24





## Key highlights for the year

### Toi MAHARA Gallery

The project was completed within budget and was two-thirds funded by the Mahara Gallery Trust through a grant received from the Ministry of Culture and Heritage and donations from members of the public. The gallery was opened in October 2023.

### Te Newhanga Kāpiti Community Centre

The needs assessment and building condition assessment was completed and reported back to Council in April, with a subsequent decision to proceed with demolition of the building and further investigate how the current space can meet the current and future social and community needs with budget allocated in the 2028/29 financial year.

The Meanwhile Space opened during the year with positive feedback about it being a safer and more inclusive space for our community and staff.



Toi Mahara Gallery.

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## Public toilet renewals

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Notable developments include the planning and installation of four new toilets, and the upgrade of two of our existing toilet blocks within the Kāpiti District.

A new toilet has been built at Ashford Park Crossing near Chrystalls Bend on the Ōtaki River, and another at the Tui Road entrance to the Hemi Matenga Reserve in Waikanae. A third will be installed near the intersection of the Waikanae River Trail and the Kāpiti Coast Cycle Route, and a fourth is planned to be installed at Waikanae Beach by the Boating Club in the coming months.

We have also repainted and upgraded the existing toilet facilities at Te Horo Beach, and also at Campbell Park in Paekākāriki.

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## Older persons' housing renewal

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Full compliance with healthy homes standards was achieved well in advance of the March 2024 deadline.

Through the development of the Long-term Plan for 2024–34, Council asked the community whether the older persons' housing portfolio should be transferred to a new Council-established community housing provider (CHP) to enable access to Government rent subsidies, improving rent for approved residents, and taking the burden off our ratepayers. Support for the proposal was strong, with Council passing a resolution to do just that.

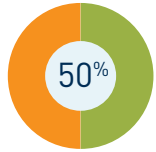
Council continues to maintain and renew these units until such time as the portfolio is transferred.

## Challenges

Financial constraints and budgetary considerations remain central challenges. Additionally, vandalism poses an ongoing challenge to the upkeep of community facilities. Dealing with such deliberate acts of damage requires a comprehensive security and maintenance strategy to mitigate the impact on our facilities. By acknowledging and actively addressing these challenges, we can develop targeted solutions that strengthen our financial resilience and enhance the overall security and longevity of our community assets.

## 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 2022/23 result was 91 percent (achieved).
Residents who are satisfied public toilets are clean, well-maintained and safe.	75 percent	81 percent	Achieved	The 2022/23 result was 79 percent (achieved).
Urgent requests relating to public toilet facilities that are responded to within 4 hours.	98 percent	99.4 percent	Achieved	The 2022/23 result was 76 percent (not achieved)
Users who are satisfied with Community halls.	85 percent	94 percent	Achieved	The 2022/23 result was 88 percent (achieved).
Occupancy rate of the total number of units available for older persons.	97 percent	99.1 percent	Achieved	The 2022/23 result was 97.5 percent (achieved).
Tenants of housing for older persons who rate services and facilities as good value for money.	85 percent	97 percent	Achieved	The 2022/23 result was 91 percent (achieved).
Tenants of housing for older persons who are satisfied with services and facilities.	85 percent	98.6 percent	Achieved	The 2022/23 result was 97 percent (achieved).



# Partnerships

↓ 10% from last year

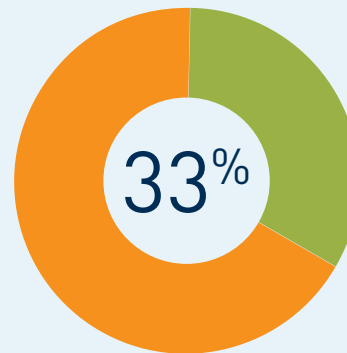


## Tangata whenua

### 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 2024

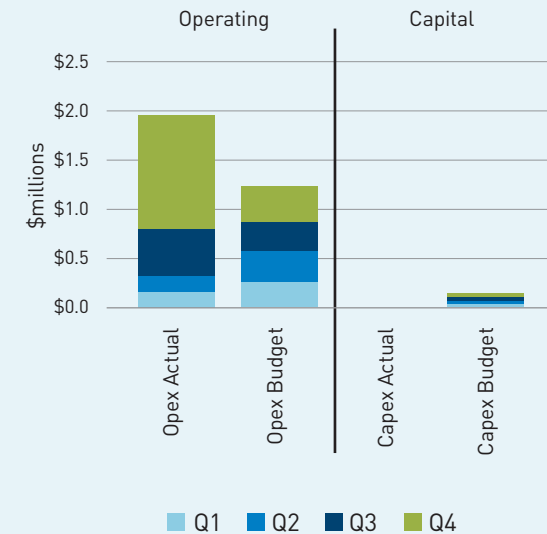


Achieved 33% Not achieved 67%

2022/23: 33%

1 Achieved 2 Not achieved 3 Total

### Operating and capital expenditure 2023/24



The opex overpend is driven by Iwi capacity payments and Māori economic development costs which were originally budgeted under other activities.

## Key highlights for the year

### Iwi Capacity Building

Each financial year, capacity funding is provided to our three iwi partners to assist our partners to engage in Council business in both governance and operational.

Iwi have worked alongside us on our visioning mahi to determine their priorities. We will fine tune this mahi as the Iwi Partnerships Group grows and resources increase, ensuring capacity funding is reviewed and is fit for purpose.

The Iwi Partnerships Group supports the increase of capacity within our iwi by guiding the relationship, so our iwi partners are comfortable and trust working within this space. This is ongoing mahi as both Council staff, as well as staff and representation within our iwi space, also changes.

We continue to explore avenues to enhance the participation of Māori in the governance framework. We need to do more within this space; however, working alongside and closely with our Democracy Services team has made this challenging space easier by collaboration. This is demonstrated through the Council's decision to re-affirm establishing a Māori Ward and the Representation Review which, will conclude prior to the local body election in October 2025.



2024 Waitangi Commemorations.

### Council Te Ao Māori capability

Te Ao Māori for Professionals online course (Education Perfect) is a resource Council adopted in 2022 and is made available to all staff.

Total number of enrollees:

- 190 enrolled
- 35 withdrawn
- 55 across two cohorts (inclusive of those who re-enrolled)
- 48 passed to date = 30 percent complete
- 18 percent withdrawn
- 17 percent re-enrolled.

### Challenges

Like many Council groups we are challenged with resourcing. The Iwi Partnerships team, which is now a group, will resource the team to better deliver our activities across Council and our work programme with our iwi partners.

## 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	Iwi, mana whenua and the Council are continuing to progress partnership arrangements. In the meantime, iwi will now receive their capacity funding within the first quarter of 2024/25 rather than towards the end of the financial year as was previous practice. Hopefully, this change in payment date will allow mana whenua partners to plan for the year ahead regarding capacity and resource. The scoping of Capacity Payment Agreements will commence in the 2024/25 financial year.  The 2022/23 result was not achieved.
Iwi partners are satisfied with their partnership with Council.	Achieve	Not achieved	Not achieved	Te Whakaminenga o Kāpiti Partnership Agreement is currently under review with the project starting in July 2024.  The 2022/23 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	Iwi and mana whenua have positions on Council committees and sub-committees. We continue to identify opportunities for Council and mana whenua to partner and collaborate on various operational kaupapa.  The 2022/23 result was achieved.

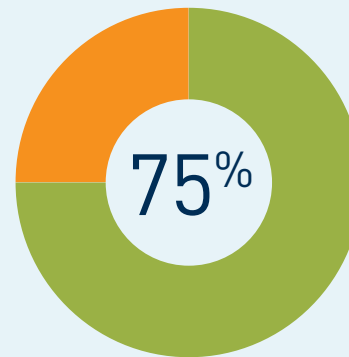


## Ngā hāpai hapori – Community support

### Purpose

Contributing to communities' resilience, safety, health, and connectedness so that they may thrive by providing resources and services to the community for capacity building and opportunities to influence Council social strategies, policies, and programmes to address community priorities.

### Community Support as at 30 June 2024

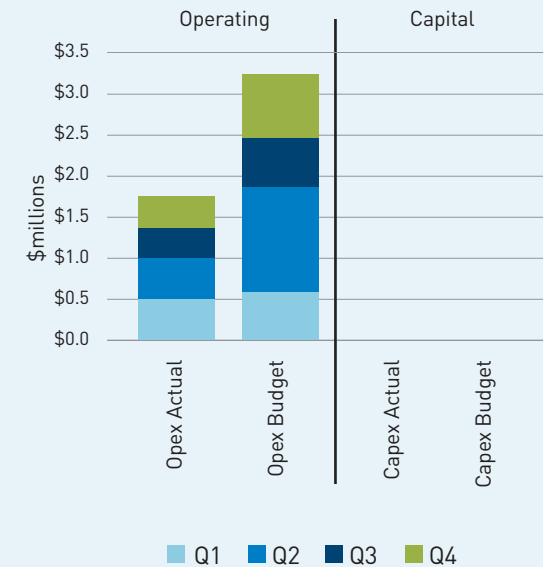


■ Achieved 75%   ■ Not achieved 25%

2022/23: 75%

**3** Achieved   **1** Not achieved   **4** Total

### Operating and capital expenditure 2023/24



The opex underspend is driven by the redistribution of support staff costs and lower than expected grant expenditure.

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## Key highlights for the year

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### **Implement our social investment and support programme for the community sector to support our district's recovery and rebuilding from COVID-19 impacts in line with our social investment priorities**

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The social investment fund is allocated to organisations that support the following social investment priorities:

- connected communities
- safe communities
- a capable sector.

We are currently in year two of our Social Investment funding agreements, with eight local community organisations delivering projects under these three priorities. Organisations continue to report progress on outcomes set through the agreements, with a focus on positive social changes. Achievements include mentoring of community leaders, training for Kāpiti's not-for-profit sector, the delivery of collaborative and community-led events, and community resilience and safety planning within neighbourhoods.

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### **Develop and implement an age-friendly approach to meet the needs of our older people**

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Council continued working with the reference group of aged-sector representatives to understand the specific physical and social needs of people aged 65 years and over in the district. This resulted in the Age Friendly Approach, a strategic lens that was adopted by Council in October 2023.

Council staff have worked with the Age Friendly Reference Group to activate cross-sector involvement in identifying initiatives as part of the implementation plan for the Age Friendly Approach. The implementation plan will enable collaboration between Council, aged-sector organisations and communities, and provide a framework for measuring how we're tracking in our focus areas. A set of initiatives led by lead sector organisations will be launched in coming months.

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

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#### **Waikanae**

The envisioned community hub is set to encompass a contemporary library, constituting a central element of the project. Beyond the conventional offerings of books, newspapers, and computers, modern libraries are renowned for providing diverse activities and experiences. They serve as connective, fortifying, inspiring, and activating hubs that contribute significantly to the enhancement of community life. The Te Ara Whetū (Waikanae Library and Service Centre) project is now underway.

#### **Over the Fence Cuppas**

Council had more than 50 groups (representing over 1,000 people) sign up to be part of our Over the Fence Cuppas initiative for 2024. This initiative enhances community wellbeing by encouraging neighbours to come together over a cuppa or small street event to increase community resilience and connection.



The launch event was a success, and the project team combined the soft opening of the Meanwhile Space at Te Newhanga Kāpiti community centre and an Over the Fence Cuppas event to connect both the Neighbours of Council and community groups such as the Shed Project, Kāpiti Arts Studio, and the Horticulture Society, who worked on the space.

There were 52 “Cuppa” events, 21 of which were held by new hosts across the district, with event planning resources, access to the Wellington Region Emergency Management Office (WREMO) sustainability workshops, and goody bags to support their event.

Feedback from the event holders has been encouraging, with many groups responding that they have created new relationships with their neighbours and have various methods of contacting each other whether it be a Facebook group, email list, or by phone.

### **Toiora Kaumātua Programme**

Our Toiora Kaumātua programme, which was initiated in partnership with the Office of Seniors, has continued to run monthly, focusing on kaumātua Māori living in our district. This programme brings together kaumātua Māori who are mana whenua and kaumātua Māori who reside in the area who affiliate to iwi outside of these tribal boundaries.



Over the Fence Cuppas.

This programme of work was designed and created from the information gathered in a wellness report through our age-friendly research. Recognising the desire for regular opportunities to be together, this creates a safe and positive environment for kaumātua Māori to help address equity issues and to work in partnership with kaumātua, ensuring their right to determine their own social and cultural path. It also enables them to learn together about issues/topics that are important to them, building relationships with each other and with Council staff. The next stage of the project is in progress as a part of the implementation plan for the Age Friendly Approach with aged-sector organisations.

### **65+ Information Station**

Council is partnering with Tū ora and Volunteer Kāpiti to connect over 30 health, social, and community sector groups to residents aged 65+ living within Kāpiti. These mini-expo type events were held over two days at Coastlands and had a positive response from both the stall holders and those who engaged in the event.

## 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>The annual survey of advisory groups has not been carried out for 23/24.</p> <p>Starting the implementation of an Age Friendly Approach has been a focus for the Older Person's Council, with a key milestone being celebrating the International Day of Older Persons.</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 Disability Advisory Group has provided representation on a range of Council activities and progressed on initiatives to enhance community understanding of tangata whaiora.</p> <p>The 2022/23 result was not achieved.</p>
Youth development programme deliverables are achieved.	Achieve	Achieved	Achieved	The 2022/23 result was achieved.
Residents who are satisfied with the Council's community support services.	85 percent	85 percent	Achieved	The 2022/23 result was 92 percent (achieved).
The Council's social investment programme enables services to deliver on community priorities.	Achieve	Achieved	Achieved	The 2022/23 result was achieved.

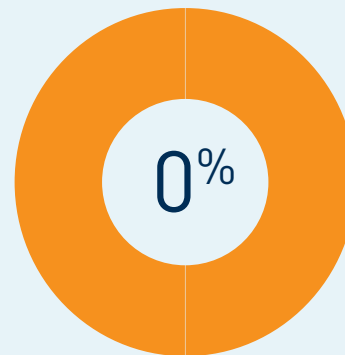


# Mana whakahaere – Governance

## Purpose

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

## Governance as at 30 June 2024

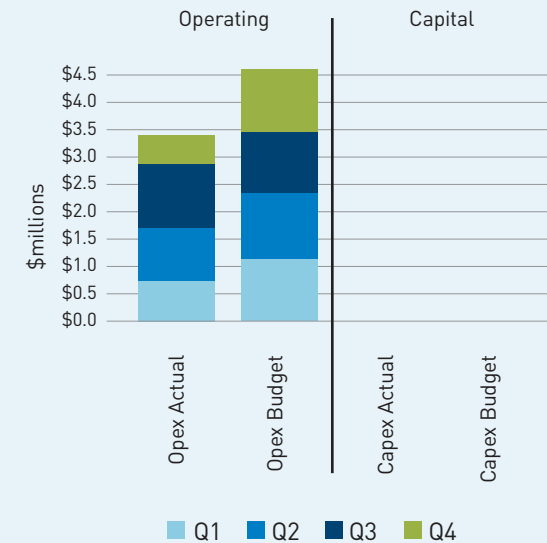


■ Achieved 0%    ■ Not achieved 100%

2022/23: 50%

0 Achieved    2 Not achieved    2 Total

## Operating and capital expenditure 2023/24



The opex underspend is driven by savings in personnel and Councillor costs along with the redistribution of legal costs to specific activities across Council.

## Key highlights for the year

### Māori participation in governance

On 14 November 2023, Council resolved to establish a Māori ward for the 2025 local body elections. This triggered a representation review to be completed in 2024 to consider the representation arrangements for the Māori ward and the district as a whole. Council affirmed this decision on 6 August 2024, as required under the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024, which passed on 30 July 2024.

Within Council's governance structure and delegations, mana whenua representatives have been appointed from all three iwi in the Kāpiti Coast district to Council's committees. Mana whenua representatives now have a non-voting seat at the Council table, as well as voting and participation rights across other Council committees and subcommittees. These appointments reflect Council's partnership with iwi as documented in a memorandum of understanding.

Ensuring meaningful participation for mana whenua within the governance structure remains an ongoing priority for Council to further strengthen the partnership that Council has with iwi.



Maramataka Launch 2024. Pania Solomon (Ngāti Toa Rangatira), Hemaima Wiremu (Ngāti Raukawa ki te Tonga) and Sharlene Maoate-Davis (Ātiawa ki Whakarongotai).

There are now mechanisms for mana whenua representatives to actively participate in governance processes, and funding is available to support this.

Opportunities remain to review the role of Te Whakaminenga o Kāpiti as an independent advisory to Council within its broader governance framework.

### Council and Committee meetings

- 18 Council meetings
- 10 Strategy, Operations and Finance Committee meetings
- 5 Risk and Assurance Committee meetings

- 13 subcommittee meetings (8 Social Sustainability Subcommittee and 5 Climate and Environment Subcommittee)
- 38 Community Board meetings
- 106 briefings and workshops
- 5 Te Whakaminenga o Kāpiti meetings
- 5 Chief Executive Performance and Employment Committee (CEPEC) meetings
- 3 Campe Estate subcommittee meetings
- 6 Grants Allocation Committee meetings – Community Grants, Creative Communities Scheme (2), Districtwide Facilities Hire Remissions, Heritage Fund and Waste Levy.

## Official information requests

There were 336 LGOIMA requests in the period 1 July 2023 to 30 June 2024. There are 4 that were non-compliant (response sent after maximum 20 working days without a valid extension under section 14).

## Citizenship ceremonies

Council held four citizenship ceremonies in the period with a total of 329 people receiving their citizenship. Ceremonies were held at Te Raukura ki Kāpiti.

Candidates from the following countries received their New Zealand Citizenship: Croatia, Slovenia, Bosnia and Herzegovina, Brazil, United Kingdom, South Africa, Kiribati, Philippines, USA, Ireland, Finland, India, England, Fiji, Canada, Turkey, Hungary, Germany, Malaysia, Mexico, Japan, Northern Ireland, Colombia, Russia, Indonesia, Brazil, India, Korea, Argentina, France, Portugal, Australia, Scotland, Malaysia, Germany, Iran, Singapore, Netherlands, China.

## Challenges

### Government Announcement on Māori wards

The Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 was passed on 30 July 2024. Under the new Act, local authorities that established a Māori ward without holding a poll, following earlier legislative changes, will be required to hold a poll at the 2025 local elections. Local authorities have the option to rescind their decision to establish a Māori ward by 30 September 2024, which will avoid the requirement to hold a poll. Under the Amendment Act changes, local authorities must make an active decision on whether to retain their Māori ward or rescind their decision to establish a Māori ward.

Council considered this on 6 August 2024 and resolved to retain the Māori ward, which means Council will be required to hold a poll at the 2025 local authority elections to determine whether the Māori ward will remain in place or be disestablished ahead of the 2028 local body elections.

### Ātiawa ki Whakarongotai representation

Under the current governance structure, mana whenua can nominate representatives to be appointed to committees with voting rights and represent their iwi at Council meetings where they only have speaking rights. All three iwi currently have representation appointed to the governance structure. Te Ātiawa ki Whakarongotai have announced an internal reorganisation of the Trust and that new nominations of representatives to Council and committees are forthcoming. The Trust will also confirm its representation on Te Whakaminenga o Kāpiti.

## 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	99.01 percent	Not achieved	One item on the agenda of the 30 May 2024 Council meeting was completed and published on 29 May. The remainder of the items on that agenda were available within statutory timeframes (24 May 2024). The 2022/23 result was 100 percent (achieved).
Official information requests that are responded to within 20 working days.	100 percent	98.89 percent	Not achieved	Four requests were not responded to within the statutory timeframe. Three requests were initially received by another Council team and forwarded to the LGOIMA team after the 20-day timeframe for the request. One request was late due to delays on the part of the team responsible for the response. The 2022/23 result was 97.44 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 2024



■ Achieved 100%  
■ Not achieved 0%

2022/23: 100%

1 Achieved    0 Not achieved    1 Total

### Operating and capital expenditure 2023/24



The opex underspend is due to the reallocation of some costs from Economic Development to Districtwide Planning.

## Key highlights for the year

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

Supported by the Council's Strategy and Growth Group, the Economic Development Kotahitanga Board (EDKB) have done the following:

- Lead the refresh of the Economic Development Strategy 2020–23. Through the period of this report, engagement with the business community was undertaken through Sector Cluster meetings and economic development associations and organisations such as the Chamber of Commerce, Māori Business Network, and Kāpiti Economic Development Association. As a result, the Economic Development “Direction of Travel 2024–27” (DOT) document was finalised and went out for consultation with the general community in February/March 2024. This consultation has informed the further development of the refreshed Kāpiti Coast Economic Development Strategy.

- Strong strides have been taken to progress Sector Clusters, with the Food and Beverage Sector activity focused on implementing the “game plan” (endorsed by the Food and Beverage Sector Cluster in June 2023) with attendance at the Fine Food Tradeshow in July 2023, and Council injecting \$50,000 towards establishing a districtwide Food and Beverage Logistics Hub in Paraparaumu. The Technology Cluster is now also formed and the first Kāpiti Tech Week was held in May 2023 and a second Tech Week held again in May 2024, with opportunities in development to create a Tech Hub in future years.
- Worked with the Kāpiti Coast Tourism Advisory Board (KCTAB) to develop the Kāpiti Destination Story, to better position the Kāpiti Coast for visitors in the competitive tourism market. The Strategy, Operations, and Finance committee received a brief outlining the results in March 2024 and have noted the work done through to August 2024, and work is now in progress to bring a new Creative Cluster together to test the approach.
- Implemented further steps in the workforce plan with a dedicated Business Capability Development, Workforce and Training Lead now in place at Council since September 2023. The lead is working with the civil construction sector to develop a Skills Training hub Pilot, which will offer increased local training

and employment opportunities. Through the additional funding support from the Mayors' Taskforce For Jobs programme, Council is now also working with youth and local businesses to support them to take steps into employment. Through to July 2024, 36 youth have come into the programme, and all have now gained their learner driver license. We engaged with 48 businesses and 14 youth have been placed into employment including interns at Council.

### Explore whether Council may be able to have a role in the Kāpiti Coast 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; however, the Council has completed a short aeronautical safety report to support discussions with local and wider regional airports around this topic. The Strategy and Growth team continue to engage, as appropriate, with the Kāpiti Airport and other relevant parties on this matter.



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### Set up a CCO (Council Controlled Organisation) that could be used in the future

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The 2021–41 LTP envisaged setting up a CCO for Kāpiti. This has not progressed, as no activity was identified during the period that would warrant the establishment of a CCO. However, steps have been taken to establish the following:

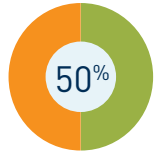
- A new Affordable Housing Trust, which Council approved in February 2024. Steps are now underway to finalise the Trust Deed, Relationship Management Framework, and to identify the Trustees.
- An independent Economic Development Trust, which will formalise a more independent arrangement between the Council and existing Economic Development Kotahitanga Board (EDKB); and enable greater access to wider external funding for economic development and the business community. Work is also progressing around options for standing-up the supporting framework that includes “special purpose vehicle” companies that will operate in targeted areas, as agreed with the EDKB and Council. Council will consider the options.



A Raumati Beach summer, 2024.

## 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 2022/23 result was achieved.



No change from last year

# Planning and regulatory services

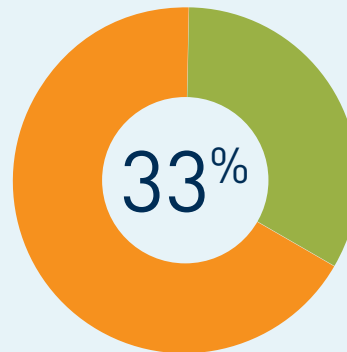


## Mahere ā-rohe – Districtwide planning

### 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 2024

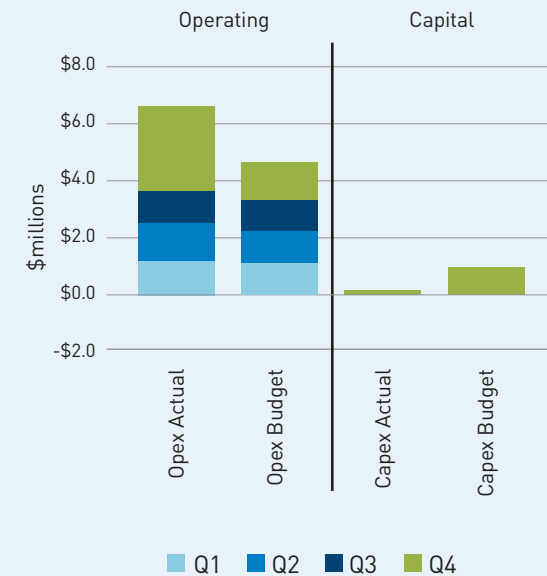


Achieved 33% Not achieved 67%

2022/23: 67%

1 Achieved 2 Not achieved 3 Total

### Operating and capital expenditure 2023/24



The variance in opex for the full year is due to adjustments in activities allocation and overspend in legal costs. Lower capex relates to the strategic land purchases budget.

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## Key highlights for the year

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

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We continue to offer a development facilitation service, to build relationships with developers, and assist developers working on housing developments that meet our strategic goals.

We have also continued to build relationships with key government agencies, iwi, community housing organisations, and developers to advocate for and encourage greater investment in housing in our district. We plan to release information around the development pipeline to give our community an overview of where increases in supply and development of housing occurs.

In September 2023 we held a workshop with community housing, service providers, and transitional housing providers as part of the development of the proposal to establish an affordable housing trust. Input from the workshop has assisted with the refinement of the draft Trust document and relationship agreement that was adopted by Council in February 2024.

We have also completed a review of Council's Older Persons' Housing Portfolio. The purpose of the review was to understand Council's role in the provision of Older Persons' Housing and options for the ongoing provision of this activity and for growth. The review was undertaken in two stages. Stage one involved an assessment of the current operation of the portfolio. Stage two included the identification and assessment of a range of operating models with a focus on the development of more affordable, accessible housing for older people in the district. The recommended option to transfer the portfolio to a Council-assisted independent community housing trust was part of the consultation in the 2024-34 Long-term Plan.

We are working with our iwi partners on several social housing opportunities in Ōtaki, and during the period applied for funding of close to \$9 million through the Ministry of Housing and Urban Development's Affordable Housing Fund. We expect to release notification on the outcome of the decision in the next quarter.



## Review our District Plan particularly to reflect National Policy Statement on Urban Development and medium density residential standards

Progressed Plan Change 2 (Intensification), in which all but one recommendation was accepted by Council in August 2023; the one rejected recommendation was later overturned by the Minister for the Environment. A progress update on follow up actions will be reported to Council by December 2024.

While Plan Change 2 primarily responded to special legislation requiring Council to enable greater intensification in existing urban areas, it also addressed other matters, including protecting Karewarewa Urupa in Waikanae Beach by listing it as a waahi tapu site. Following a High Court hearing in February 2024, on 15 June 2024 the Court released its decision in which it found the special legislation was not to be used for that purpose, and accordingly it quashed the waahi tapu listing. However, the Court did confirm that Council was entitled to use the normal (Schedule 1) plan change process for this purpose.

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

Council made decisions on submissions on Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking) in December 2023. In late June 2024 an agenda item for Council's Strategy, Operations and Finance Committee sought final approval for these plan changes.

In late June 2024 an agenda item for Council's Strategy, Operations and Finance Committee sought a decision on submissions on four other omnibus plan changes, including Plan Changes 1D (Street Reclassifications), 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), 1K (Election Signage) and 1L (Council Site Rezoning). The same agenda item also proposed that further engagement occur later in 2024 on Draft Plan Change 1E (Rural Indigenous Biodiversity Incentives), while a separate decision was sought to discontinue work on Plan Change 1M (Bylaw and District Plan Alignment).

## Policy Work Programme 2021–24

### Completed projects

- Class 4 Gambling & TAB Venue Gambling Policy 2023 adopted (replacing the previously two separate 2019 policies).
- Smokefree Public Places Policy 2023 adopted.
- Easter Sunday Shop Trading Policy 2023 adopted.
- Age Friendly Approach 2023 adopted (replacing the previously titled Positive Aging Strategy).
- Drafting on two operating strategies endorsed for consultation: the refreshed Economic Development strategy, and Health strategy.
- Alcohol Licensing Fees Bylaw adopted in May 2024
- Development Contributions Policy (including Development Contributions Limited Remissions Policy) adopted in May 2024.

## Submissions made

- Submission to Department of Prime Minister and Cabinet on Strengthening the resilience of Aotearoa New Zealand's critical infrastructure system – 8 August 2023
- Submission to Ministry of Business, Innovation and Employment on Options Paper: Review of the Building Consent System – 8 August 2023
- Submission to Ministry for the Environment on the review of the New Zealand Emissions Trading Scheme and Permanent Forest Category – 11 August 2023
- Submission to Horizons Regional Council on the Regional Services Review "Connecting the Dots" – 11 September 2023
- Submission to Governance and Administration Select Committee on the Local Government Electoral Legislation Bill – 14 September 2023
- Submission to Ministry of Transport on the Draft Government Policy Statement on Land Transport 2024/25–33/34 – 15 September 2023
- Submission to Ministry for the Environment on Helping People and Nature Thrive – Exploring a Biodiversity Credit System for Aotearoa New Zealand – 30 October 2023
- Submission to Ministry for the Environment on Amendment to the National Policy Statement for Highly Productive Land – 31 October 2023
- Submission to Environment Select Committee on Inquiry into Climate Adaptation – 1 November 2023
- Submission to Ministry for the Environment on the National Policy Statement – Natural Hazard Decision-making – 20 November 2023
- Submission to Ministry for the Environment on the Draft Transitional National Planning Framework – 13 December 2023
- Draft Government Policy Statement on Land Transport 2024–34 submission to Ministry of Transport – 2 April 2024
- Submission to Environment Select Committee on the Fast-track Approvals Bill 2024 – 22 April 2024
- Submission to Greater Wellington Regional Council Long-term Plan 2024–2034 submission – 22 April 2024
- Submission to Justice Committee on the Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill – 29 May 2024
- Submission to Climate Change Commission on Climate change consultations – 29 May 2024
- Submission to New Zealand Transport Agency Waka Kotahi on Emergency works investment policies – 19 June 2024
- Submission to Greater Wellington Regional Council on the Regional Land Transport Plan 2021: 2024 Mid-Term Review – 24 June 2024
- Submission to Ministry for Building, Innovation and Employment on Removing barriers to using overseas building products – 27 June 2024



Ōtaki river.

## 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"> <li>• Omnibus plan change</li> <li>• Urban development plan</li> <li>• Flood-risk plan change</li> <li>• Coastal plan change</li> <li>• Urban development plan change</li> <li>• Mana whenua plan change.</li> </ul>	Notified 2023	Achieved	Achieved	<p>As the rolling review of the operative District Plan 2021 continued through the year, Council made decisions on Plan Change 2 (Intensification), responding to central government direction to enable greater housing density in existing residential areas, and working with iwi to review papakāinga provisions. The Plan Change was operative on 1 November 2023.</p> <p>Council made decisions on Plan Changes 1A (Accessible Carparking) and 1C (Cycle Parking) in December 2023. The plan changes became operative on 1 August 2024.</p> <p>In July 2024 the Strategy, Operations and Finance Committee considered Plan Changes 1D (Street Reclassifications), 1F (Modification of Indigenous Vegetation and Update to Key Indigenous Tree Species List), 1K (Election Signage) and 1L (Council Site Rezoning). The committee withdrew part of Plan Change 1L (the rezoning of Maclean Park) and made decisions on the provisions and matters raised in submissions for all four plan changes. The Committee also decided a plan change formerly known as "Plan Change 1M" was not required, and that further consultation should occur later in 2024 on a draft of Plan Change 1E (Rural Indigenous Biodiversity Incentives).</p> <p>Progress continued on updates to the district flood hazard maps. This work will inform a future review of provisions in the District Plan to manage flood risk.</p> <p>The Takutai Kāpiti project was concluded with the recommendations of the Coastal Advisory Panel received by Council in June 2024. Recommendations covered a range of matters including, but not limited to, general guidance to Council on an approach to take to the coastal plan change dealing with coastal hazard risks.</p> <p>Several amendments to the District Plan were made by staff under delegated authority, including updates to the "housing bottom lines" following the 2023 Wairarapa–Wellington–Horowhenua Region's Housing and Business Development Capacity Assessment. Other amendments were made under clauses 16(2) and 20(A) of Schedule 1 of the RMA to correct minor errors.</p> <p>In addition to progressing the rolling review, Council engaged with a number of parties regarding potential private plan change requests. To date, however, no private plan change requests have been lodged since the District Plan was made operative in 2021.</p> <p>The 2022/23 result was achieved.</p>

Performance measures	Target	Result	Status	Comment and previous years' result
All policies and bylaws are reviewed according to their statutory timeframes.	100 percent	95 percent	Not achieved	<p>The Dangerous and Insanitary Buildings Policy 2018 is currently under review. An internal review had previously been completed but additional changes are now sought from the Ministry of Business, Innovation and Employment (MBIE) requiring consultation. This has meant that the period for completing the review is now beyond the five years identified in section 132(4) of the Building Act 1994. Section 132 (5) identifies that the policy does not cease to have effect because it is being reviewed. The review and consultation on the policy have been added to the Policy Work Programme in May 2024 and is due to be completed by the end of this year.</p> <p>The 2022/23 result was 100 percent (achieved).</p>
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	58 percent	Not achieved	<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. The 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>The strategy will complement existing policies and strategies such as the Climate Emergency Action Framework, and the Economic Development and Sustainable Transport strategies, and is being developed beside others, including the Open Spaces and Stormwater strategies.</p> <p>The 2023/24 period saw considerable community engagement about coastal adaptation (Takutai Kāpiti), which may have raised concerns about future approaches to risk management along our coastline. Ongoing concerns about intensification of existing residential areas in response to central government directions (enabled by Plan Change 2 to the District Plan) may also be a factor.</p> <p>The 2022/23 result was 68 percent (not achieved).</p>



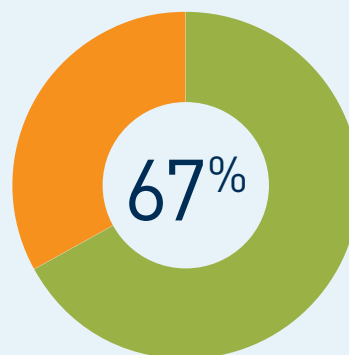


## Ratonga whakaritenga – Regulatory services

### Purpose

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

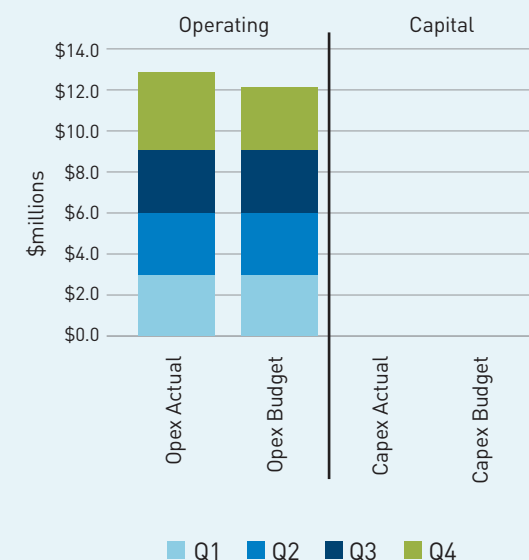
### Regulatory services as at 30 June 2024



■ Achieved 67%    ■ Not achieved 33%  
 2022/23: 33%

**2** Achieved    **1** Not achieved    **3** Total

### Operating and capital expenditure 2023/24



## Key highlights for the year

- **1,137** service requests responded to for noise
- **385** service requests responded to for wandering dogs
- **2,213** service requests responded to for building enquiries
- **1,630** service requests responded to for land use

**Focused on improving our 'strong regulatory foundations', we continue to make progress in reviewing and refreshing core processes, with the aim of making it easier to understand and navigate often complex statutory matters. We continued our meetings with development sector colleagues to enhance shared understanding of the growth challenges faced by the district.**

### Business continuity

Initiatives are underway to ensure a consistent level of service for our customers, despite encountering some resourcing challenges in key operational areas.

### Customers

Ongoing customer survey initiatives are providing valuable insights, guiding enhancements to our guidance materials and website information tailored for our regulatory customers.

### Dog registration

Approximately 8,000 dogs are registered within our district, with the majority paying their fees on time. An education campaign to inform the public about the purpose and use of dog registration fees has been completed.

### Responsible Camping Ambassadors

Our successful funding application to the Ministry of Business, Innovation and Employment (MBIE) has enabled the employment of Responsible Camping Ambassadors. These ambassadors play a pivotal role in conducting educational initiatives and information gathering activities concerning Freedom Camping throughout our district.

### Resource consenting function review

We also undertook an external, independent review of our resource consenting and development engineering approvals processes and systems. The review found that the consents team are issuing timely and robust resource management decisions, especially when benchmarked against other similar-sized councils. There are, however, several recommendations from the reviewers about how we might increase internal capability and capacity of the team to further improve service delivery to applicants while balancing our statutory and district planning responsibilities. An implementation plan to deliver these recommendations is being actioned.

## Challenges

The escalating financial strain on our communities, coupled with the ongoing demand for additional housing in the district, presents a complex set of challenges.

The significant investment required for building, coupled with the rapid increase in supply costs, underscores the financial pressures faced by our residents and customers. The unique topography of Kāpiti, characterised by low-lying land and slopes with inherent natural hazards, adds a layer of complexity to the development process, necessitating additional efforts in both design, work and monitoring.

The impact of these challenges is evident in the quality of applications received for resource consent and building consents. Substantial staff resources are dedicated to conducting rigorous quality assurance checks, sometimes leading to extensive rework and information requests, resulting in project delays.

Anticipating heightened urban intensification in Kāpiti, a transformative shift in community living dynamics is expected as people get used to living closer together. This adjustment is accompanied by an increase in complaints related to construction activity and noise. The rise in dog registrations has correlated with an uptick in complaints regarding barking dogs.

Effectively managing shared public spaces (such as our beaches) for communal enjoyment remains a persistent challenge. The surge in vehicular presence during peak times adds complexity to this endeavour, requiring careful oversight to ensure the safety and enjoyment of all.

## 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	10 days	Achieved	The 2022/23 result was achieved.
Average working days to process non-notified resource consents will not exceed 17 days, (excluding Resource Management Act s.37 extensions).	Achieve	21 days	Not achieved	Timeframes have improved over the course of the year as staff vacancies have been filled and the team has become fully resourced. The annual results were significantly impacted by the increase in the scale of developments that have been applied for along with the complexity of the consenting issues.  The 2022/23 result was 75 percent (not achieved).
All dog attack and threatening behaviour requests for service (classified as urgent) are responded to within one hour of notification.	100 percent	100 percent	Achieved	The 2022/23 result was 69 percent (not achieved).



# Corporate

No change from last year



## 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.

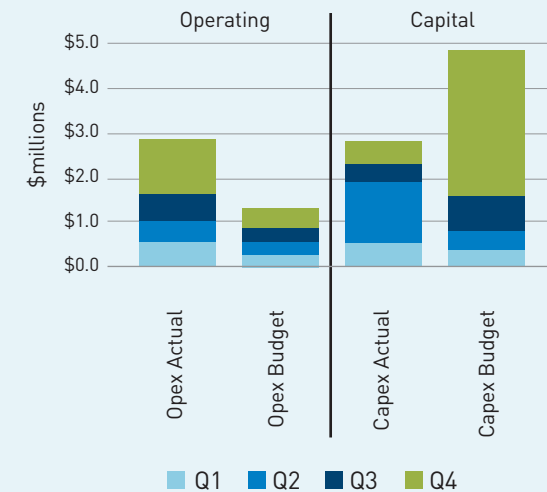
### Performance measures as at 30 June 2024



■ Achieved 100%  
■ Not achieved 0%  
 2022/23: 100%

1 Achieved    0 Not achieved    1 Total

### Operating and capital expenditure 2023/24



The opex overspend is due to support staff cost reallocation, while lower capex is due to the timing of the ERP project, now planned for delivery in 2024/25.

## Key highlights for the year

### Long-term Plan

The 2024–34 Long-term Plan (LTP) was adopted on 27 June following over 12 months of Council discussions and briefings, and consultation with the community. The biggest challenge we faced in developing the LTP was ensuring the cultural, economic, environmental and social wellbeing of our communities while striking a balance between affordability and building a resilient Kāpiti.

### Corporate finance

S&P Global have re-affirmed our current credit rating for 2024/25 as AA (negative outlook), an endorsement of Council management in uncertain times – particularly in relation to the Three Waters reforms.



The Kāpiti Coast District Council Long-term Plan 2024-34.

### Digital services

Digital Solutions completed the sign-off process in early 2024 and is now in the design phase of moving to a cloud-based software platform called Datascope (with a target go-live date of July 2025). This will see the Council move from our on-prep “MagiQ” applications suite and is a big part of the Council’s digital transformation story, focused on improving how our communities digitally interact with us, while internally creating improvements through process automation, data visibility and providing a foundation for our future digital direction.

Our Digital Solutions and Content and Channels teams’ collaborative efforts with the “Do it online” project has progressed with 10 forms now live. Digital Solutions will look to progress the remainder of the forms aligning them to the current work underway to rollout Datascope.

Through the lens of cyber-security, we have maintained the focus throughout the year on our staff and building our “Human Firewall”, through the “security awareness training program” and the Council’s communication channels. The results from the training program show a constant improvement and the increased calls logged to Digital Solutions service desk indicates our staff’s levels of understanding of cyberthreats has changed and they are more willing to ask questions when dealing with external digital material.

## Procurement

The procurement landing page within Council's information management system was revitalised to enhance user-friendliness and facilitate a more seamless experience for individuals navigating the procurement process. Our commitment to refining guidance and templates within this workspace is ongoing, with the aim of continually improving the overall user experience.

Council's contract register has been updated to improve staff engagement and to allow more transparency and accuracy of contracts across the business. It is in its final stages of automation to improve useability and efficiency of the system.

## Risk and assurance

### Audit

As part of the annual audit for the year ended 30 June 2023, Control Findings that recommend improvements to Council's internal controls are reported to Council by the Officer Auditor General (OAG).

The Risk and Assurance Committee is regularly updated on management progress in closing these findings.

Two of four "high risk" ranked internal audits have been completed (Compliance with Mitigation of Fraud Policy and the Procurement Policy Framework). The remaining two are in progress (Compliance with Employee Code of Conduct document and Compliance with General Expenses Policy).

### Risk

The Top 10 Organisational Risks were regularly reported to the Risk and Assurance Committee. These risks are aimed at setting a clear direction for staff as to what SLT have identified as the highest areas of potential risk for the organisation to being able to successfully achieve its objectives. The reports include a Heatmap Report and detail how the organisation is treating and mitigating these risks, with progress updates against each of the individual risk treatments.

Engagement on the organisational risk profile is through ongoing conversations with SLT and activity managers about these risks, the controls to prevent or mitigate these risks, and status of risk treatments that are underway to implement the controls to achieve the target risk level. These conversations ensure each risk is regularly reviewed providing assurance that the treatments are being conducted to further mitigate the risk.

## 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.	4.03 out of a total of 5	Achieved	The 2022/23 result was 3.97 (achieved).



# Residents' Opinion Survey

Council surveys Kāpiti Coast residents throughout the year to assess how satisfied residents are with our services and the perceptions they have about progress towards outcomes and service delivery. Actual service delivery results may vary from perceptions.

## Overall satisfaction

The annual overall adjusted satisfaction score for 2023/24 is 63 percent, a very slight decrease from last year's annual result of 64 percent.

In the third and final year of monitoring against the 2021–41 Long-term Plan outcomes, three out of four outcomes continue to be perceived highly. Community, the economy, and environmental outcomes ranged between 70 and 86 percent, consistent with 2022/23. The housing outcome continues to improve over time, this year increasing slightly by 2 percent on the previous year to 44 percent.

Three key drivers were identified as contributing to overall satisfaction throughout 2023/24. An improvement in these aspects will likely result in an increase in overall satisfaction. The three aspects include the satisfaction with the decisions made by Council, confidence that the district is heading in the right direction and value for money. Residents indicate

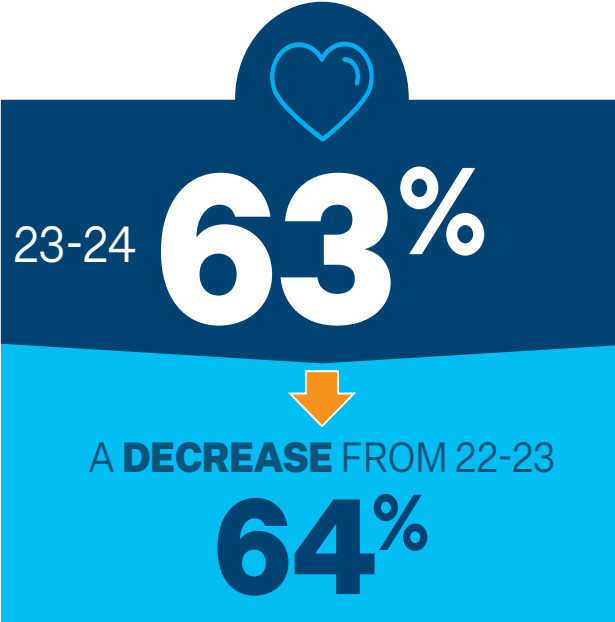
an improvement made in decisions made by Council with an improvement of 4 percent. The remaining aspects, however, dropped slightly by 1 percent and 3 percent respectively.

Consistent with 2022/23, three of the five infrastructure services failed to meet resident satisfaction targets, although we continue to see improving results over time. Satisfaction with street lighting was up slightly from 2022/23 but still not quite making the target. Perceptions around the condition of roads improved from 55 percent reported in 2022/23 but again didn't make the target. Ease of movement on roads remained fairly consistent with the previous year, down by one percent.

Residents dissatisfied with infrastructure services were asked to comment on issues they had experienced over the past 12 months. The two main issues were poor traffic flow and inadequate road maintenance.

Council performed well against all other service delivery targets, with 80 percent exceeded, an improvement of 10 percent from 2022/23. Targets for emergency preparedness and natural environment development were not met.

## Overall Satisfaction

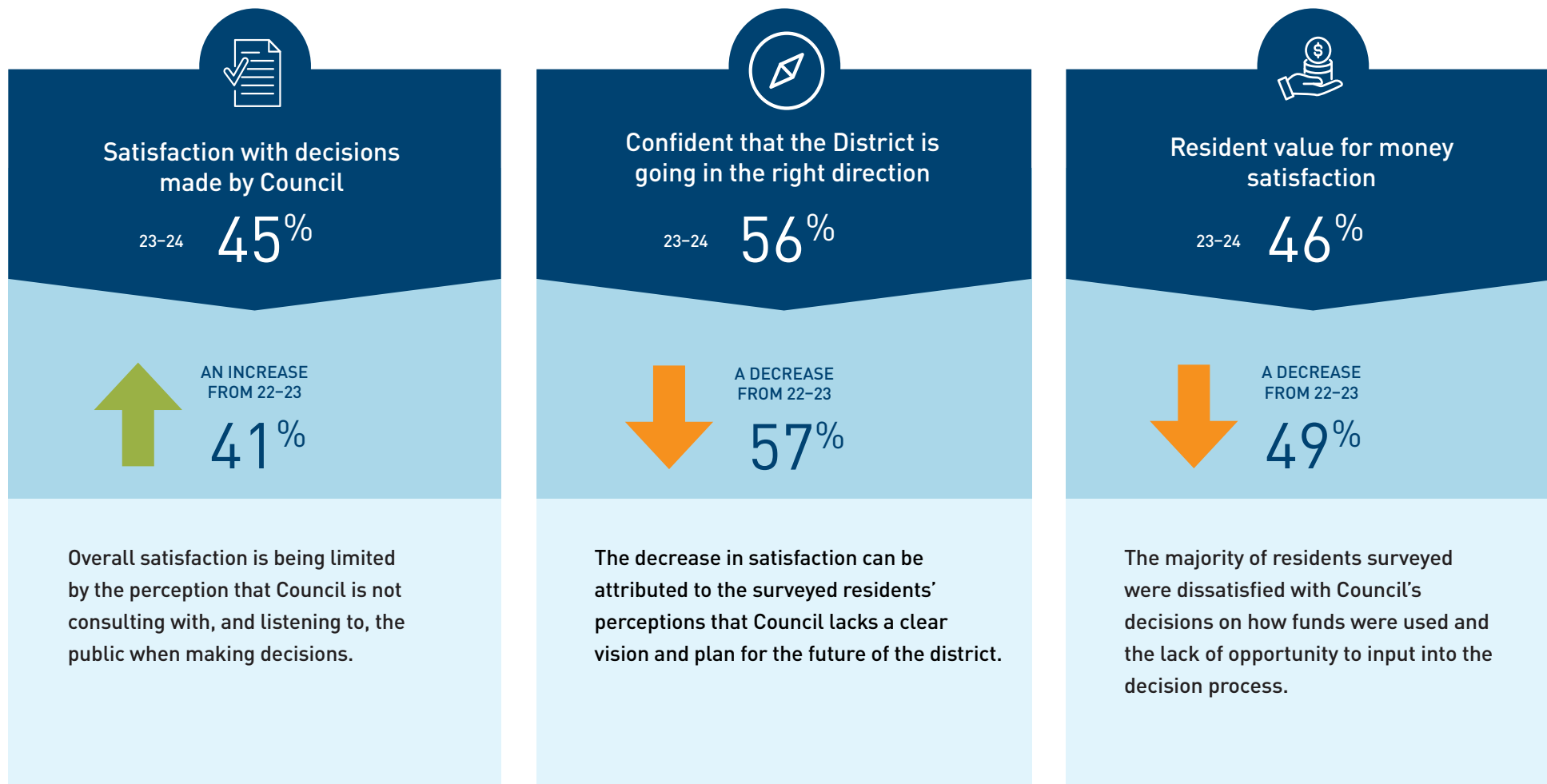


800 residents were surveyed during the year. This is considered to be a statistically valid sample size.

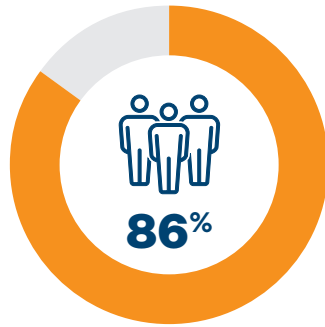


## Drivers for change in satisfaction

Quarterly surveys throughout the year indicate that the below drivers had the most influence on opinions during 2023/24.



### Communities



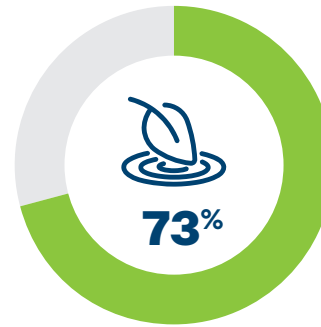
Our communities are resilient, safe, healthy thriving, and connected

### Economy



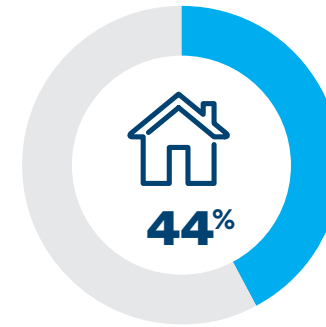
Our local economy is prosperous with ample opportunities to work and learn in Kāpiti

### Environment



Our natural environment is restored and enhanced as we transition to a low carbon future

### Housing

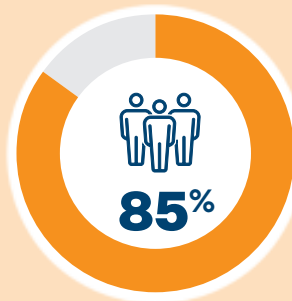


Our people have access to suitable housing in Kāpiti so that they can live and thrive

### How much we are progressing Community outcomes



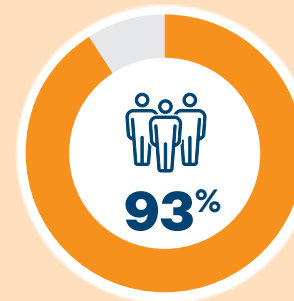
Communities are resilient and safe



Communities are healthy, thriving, and connected

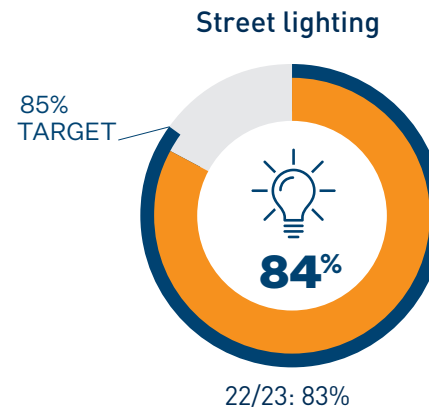
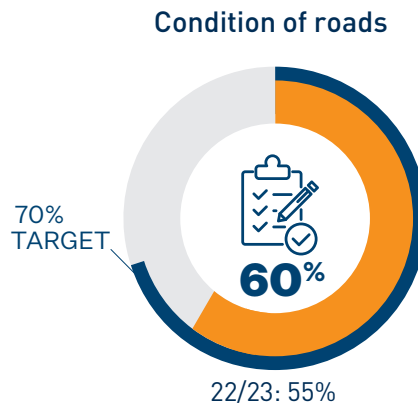
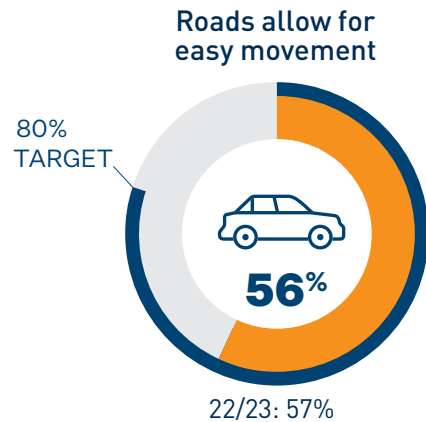
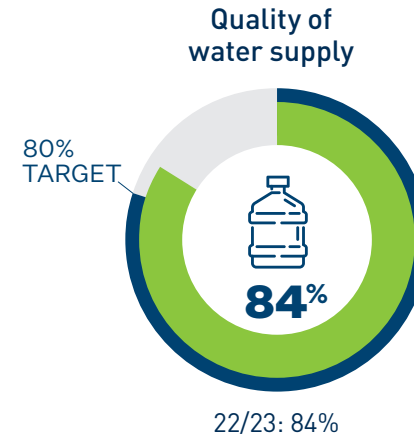
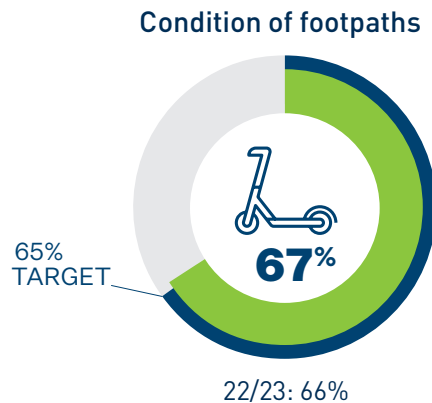


Access to resources and services



Sense of belonging

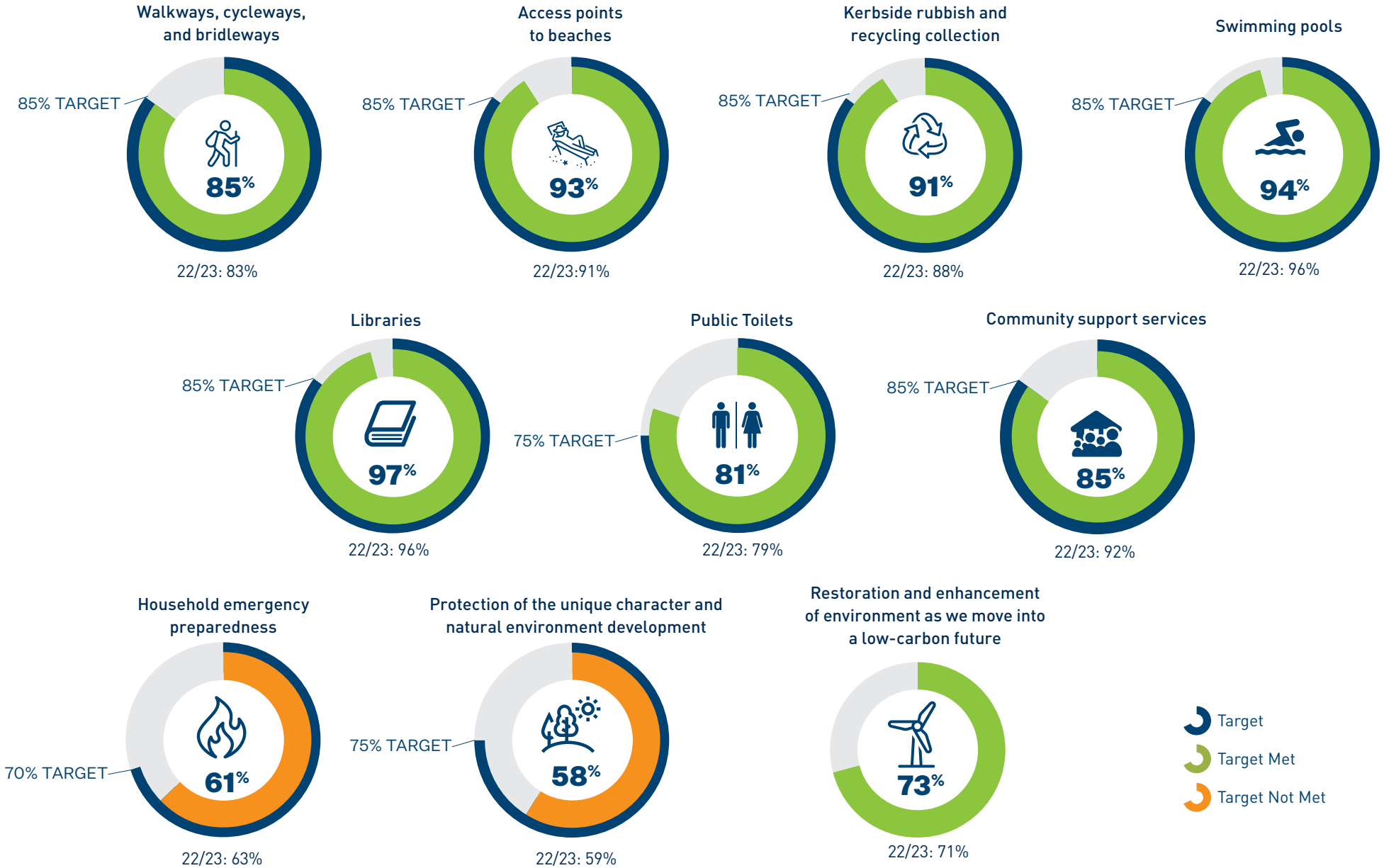
# Infrastructure services



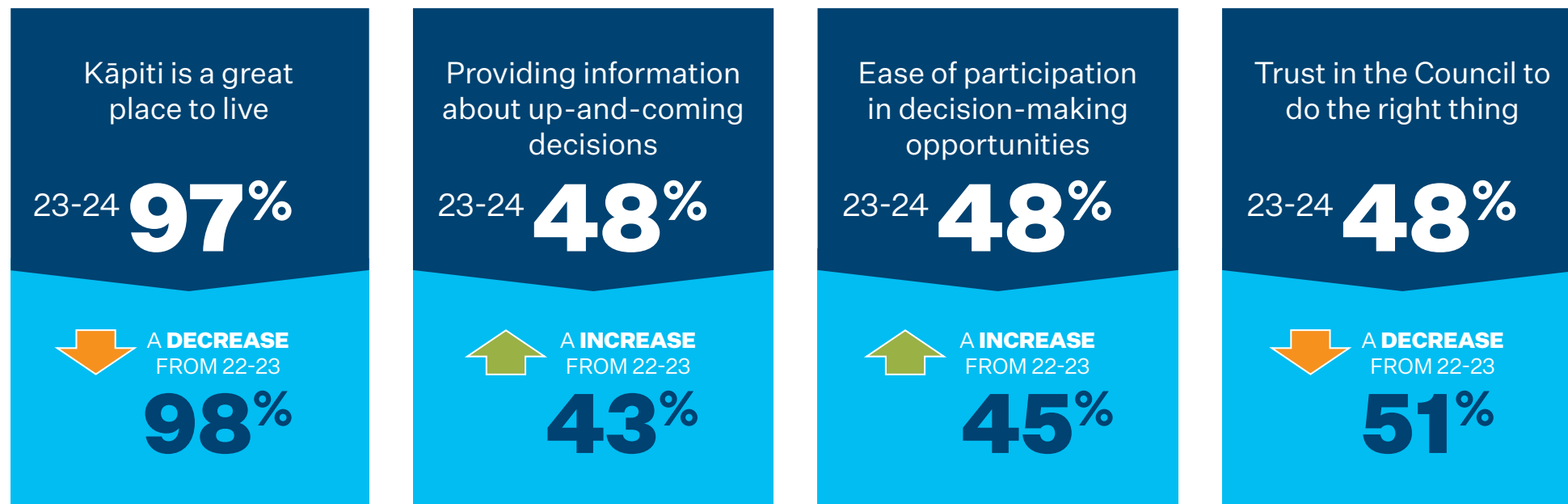
**31%** of residents who had an issue with an infrastructure service explained it was due to **traffic flow issues**.

**52%** of residents who had an issue with an infrastructure service explained it was due to **poor road maintenance**.

-  Target
-  Target Met
-  Target Not Met



## Perceptions of life in Kāpiti and Council intent

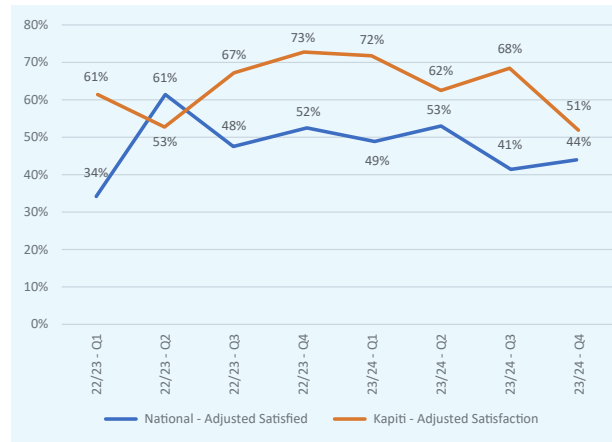


## National comparisons<sup>1</sup>

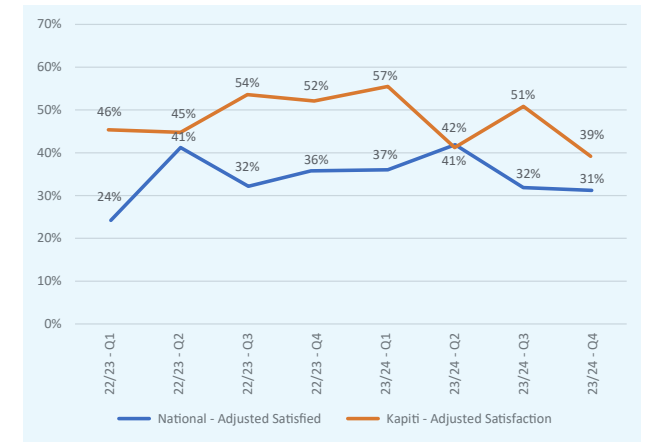
Overall satisfaction and value for money satisfaction in Kāpiti are trending higher than national satisfaction results measured by quarter.

However, whilst we are improving in these areas, we are still trending lower than the national average in terms of opportunities to have a say and information on decisions that may affect people, measured by quarter.

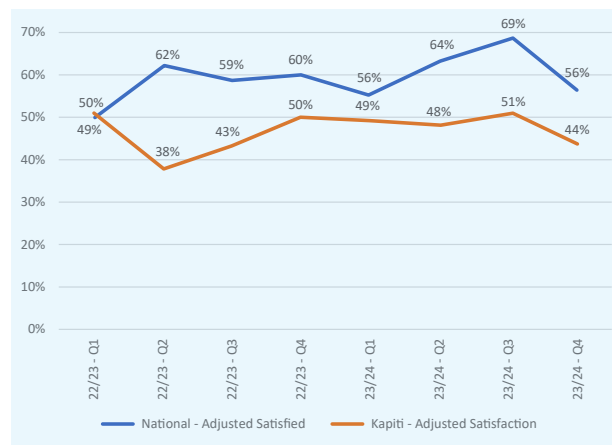
Adjusted satisfaction – Overall satisfaction



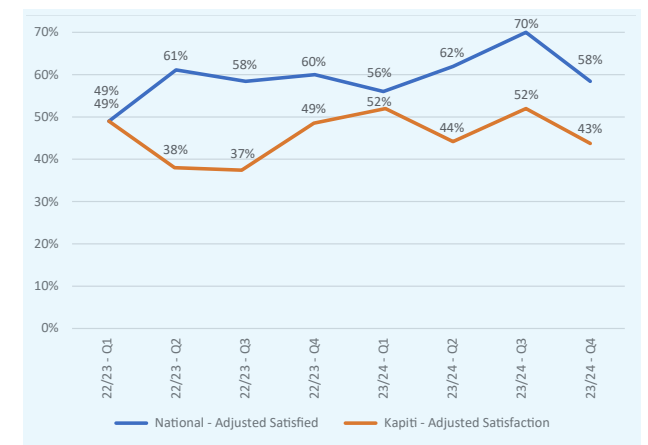
Adjusted satisfaction – Value for money



Adjusted satisfaction – Opportunities to have my say



Adjusted satisfaction – Information on decisions that affect your area



<sup>1</sup> Source: What is driving perceptions of Local Government? Research First, 2023.

# Our finances

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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 2023/24 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 2024

2022/23 Actual \$000		Note	2023/24 Actual \$000	2023/24 Budget \$000
<i>Revenue</i>				
81,366	Rates	2	87,643	88,735
11,182	Fees and charges	3	12,071	12,665
10,886	Grants and subsidies	4	14,528	18,931
9,088	Development and financial contributions revenue		5,840	3,865
4,308	Other operating revenue	5	84,467	38,459
<b>116,830</b>	<b>Total revenue excluding gains</b>		<b>204,549</b>	<b>162,655</b>
<i>Expenses</i>				
74,576	Operating expenses	6	80,831	78,217
26,153	Depreciation and amortisation	11, 12	29,179	29,076
<b>100,729</b>	<b>Total expenses</b>		<b>110,010</b>	<b>107,293</b>
<i>Interest</i>				
2,570	Interest income		5,047	3,915
10,137	Finance expense		14,411	12,838
<b>7,567</b>	<b>Total interest expense</b>		<b>9,364</b>	<b>8,923</b>
<b>8,534</b>	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>85,175</b>	<b>46,439</b>
<i>Unrealised gains/(losses)</i>				
2,947	Unrealised gain/(loss) on revaluation of financial derivatives		(3,678)	746
<b>2,947</b>	<b>Total unrealised gains/(losses)</b>		<b>(3,678)</b>	<b>746</b>
<b>11,481</b>	<b>NET OPERATING SURPLUS/(DEFICIT)</b>		<b>81,497</b>	<b>47,185</b>
<i>Other comprehensive revenue and expense</i>				
221,945	Unrealised gain/(loss) from revaluation of property, plant and equipment	11	62,123	43,169
<b>221,945</b>	<b>Total other comprehensive revenue and expense</b>		<b>62,123</b>	<b>43,169</b>
<b>233,426</b>	<b>TOTAL COMPREHENSIVE REVENUE AND EXPENSE</b>		<b>143,620</b>	<b>90,354</b>

## Statement of changes in net assets/equity for the year ended 30 June 2024

	Accumulated funds Actual \$000	Reserves and special funds Actual \$000	Revaluation reserve Actual \$000	Total equity Actual \$000	Total equity Budget \$000
<b>Opening balance at 1 July 2022</b>	<b>624,595</b>	<b>9,632</b>	<b>1,039,009</b>	<b>1,673,236</b>	<b>1,601,823</b>
Net operating surplus/(deficit)	11,481	-	-	11,481	65,861
Unrealised gain/(loss) from revaluation of property, plant and equipment	-	-	221,945	221,945	36,633
<b>Total comprehensive revenue and expense for the year</b>	<b>11,481</b>	<b>-</b>	<b>221,945</b>	<b>233,426</b>	<b>102,494</b>
Transfer 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	-	-	-
<b>Closing balance at 30 June 2023</b>	<b>633,245</b>	<b>13,252</b>	<b>1,260,160</b>	<b>1,906,657</b>	<b>1,704,317</b>
<b>Opening balance at 1 July 2023</b>	<b>633,245</b>	<b>13,252</b>	<b>1,260,160</b>	<b>1,906,657</b>	<b>1,750,600</b>
Net operating surplus/(deficit)	81,497	-	-	81,497	47,185
Unrealised gain/(loss) from revaluation of property, plant and equipment	-	-	62,123	62,123	43,169 <sup>1</sup>
<b>Total comprehensive revenue and expense for the year</b>	<b>81,497</b>	<b>-</b>	<b>62,123</b>	<b>143,620</b>	<b>90,354</b>
Transfer from revaluation reserve	(411)	-	411	-	-
Transfers from reserves and special funds	2,813	(2,813)	-	-	-
Transfers to reserves and special funds	(3,210)	3,210	-	-	-
<b>CLOSING BALANCE AT 30 June 2024</b>	<b>713,934</b>	<b>13,649</b>	<b>1,322,694</b>	<b>2,050,277</b>	<b>1,840,954</b>

<sup>1</sup> As per 2023/24 Annual Plan

The accounting policies and accompanying notes on pages 113 to 151 form part of these financial statements. Explanation of the major variances against budget are provided in note 27.



## Statement of financial position as at 30 June 2024

2022/23 Actual \$000	Note	2023/24 Actual \$000	2023/24 Budget \$000
<b>Current Assets</b>			
14,084	7	11,102	7,875
20,542	8	26,137	15,282
159		174	169
2,212		33	-
56,150	10	61,185	61,185
43	9	36	26
94	22	603	139
<b>93,284</b>		<b>99,270</b>	<b>84,676</b>
<b>Non-Current Assets</b>			
2,102,547	11	2,297,886	2,066,504
28		-	30
3,267	12	4,097	5,555
5,093	10	6,389	6,285
234	9	197	224
12,510	22	8,323	13,216
<b>2,123,679</b>		<b>2,316,892</b>	<b>2,091,814</b>
<b>2,216,963</b>		<b>2,416,162</b>	<b>2,176,490</b>
<b>Current Liabilities</b>			
26,151	14	36,773	13,335
3,945	15	4,285	2,997
2,465	16	2,549	1,619
55,000	17	60,000	60,000
725	18	287	105
<b>88,286</b>		<b>103,894</b>	<b>78,056</b>
<b>Non-Current Liabilities</b>			
147	15	215	195
220,000	17	260,000	255,000
1,873	18	1,776	2,285
<b>222,020</b>		<b>261,991</b>	<b>257,480</b>
<b>310,306</b>		<b>365,885</b>	<b>335,536</b>
<b>Public Equity</b>			
633,245		713,934	695,063
13,252	20	13,649	12,433
1,260,160	19	1,322,694	1,133,458
<b>1,906,657</b>		<b>2,050,277</b>	<b>1,840,954</b>
<b>2,216,963</b>		<b>2,416,162</b>	<b>2,176,490</b>

## Statement of cash flows for the year ended 30 June 2024

2022/23 Actual \$000	Note	2023/24 Actual \$000	2023/24 Budget \$000
<b>Cash flows from operating activities</b>			
<i>Cash was provided from:</i>			
81,247		87,180	87,935
18,025		22,110	-
3,108		6,621	6,773
1,639		3,206	3,837
21,515		17,306	17,534
(676)		(418)	(185)
124,858		136,005	115,894
<i>Cash was applied to:</i>			
74,307		71,412	84,298
18,025		22,110	-
92,332		93,522	84,298
<b>32,526</b>	<b>21</b>	<b>42,483</b>	<b>31,596</b>
<b>Cash flows from investing activities</b>			
<i>Cash was provided from:</i>			
45,792		56,189	61,188
2,271		2,585	-
7,778		7,907	11,347
55,841		66,681	72,535
<i>Cash was applied to:</i>			
63,732		81,754	65,000
36,623		62,481	62,390
100,355		144,235	127,390
<b>(44,514)</b>		<b>(77,554)</b>	<b>(54,855)</b>
<b>Cash flows from financing activities</b>			
<i>Cash was provided from:</i>			
-		-	-
65,000		100,000	95,000
65,000		100,000	95,000
<i>Cash was applied to:</i>			
9,202		12,911	12,733
-		-	-
45,000		55,000	55,000
54,202		67,911	67,733
<b>10,798</b>		<b>32,089</b>	<b>27,267</b>
(1,190)		(2,982)	4,008
15,274		14,084	3,867
<b>14,084</b>	<b>7</b>	<b>11,102</b>	<b>7,875</b>

## Funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2022/23 Actual \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Source of operating funding</b>				
General rate, uniform annual general charge, rates penalties	29,718	30,332	32,614	33,086
Targeted rates	52,664	51,760	56,812	55,406
Grants and subsidies for operating purposes	2,845	3,108	7,170	6,621
Fees and charges	11,057	10,423	11,892	11,108
Interest and dividends from investments	1,500	2,570	3,915	5,047
Local authorities fuel tax, fines, infringement fees, and other	52,037	2,625	38,558	2,339
<b>Total operating funding</b>	<b>149,821</b>	<b>100,819</b>	<b>150,960</b>	<b>113,607</b>
<b>Applications of operating funding</b>				
Payment to staff and suppliers	74,356	74,437	78,021	80,488
Finance costs	8,983	10,137	12,838	14,411
Internal charges and overheads applied	-	-	-	-
Other operating funding applications	-	-	-	-
<b>Total applications of operating funding</b>	<b>83,339</b>	<b>84,574</b>	<b>90,860</b>	<b>94,899</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>66,482</b>	<b>16,245</b>	<b>60,100</b>	<b>18,708</b>
<b>Source of capital funding</b>				
Grants and subsidies for capital expenditure	13,992	7,778	11,761	7,907
Development and financial contributions	3,949	9,088	3,865	5,840
Increase (decrease) in debt	36,376	32,536	49,963	55,249
Gross proceeds from sale of assets	-	2,271	-	455
Lump sum contributions	-	-	-	-
Other dedicated capital funding	-	-	-	-
<b>Total source of capital funding</b>	<b>54,317</b>	<b>51,672</b>	<b>65,589</b>	<b>69,451</b>
<b>Applications of capital funding</b>				
Capital expenditure				
> to meet additional demand	5,914	2,131	8,481	11,575
> to improve the level of service	47,086	40,035	49,938	49,949
> to replace existing assets	31,700	19,353	31,040	20,127
Increase (decrease) in reserves	36,099	6,397	36,231	6,508
Increase (decrease) in investments	-	-	-	-
<b>Total applications of capital funding</b>	<b>120,798</b>	<b>67,917</b>	<b>125,689</b>	<b>88,158</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(66,482)</b>	<b>(16,245)</b>	<b>(60,100)</b>	<b>(18,708)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The purpose of the Funding Impact Statement is to identify the amount of funds produced from each source of Council funding, and how the funds were applied. Refer to Note 27 (major variances from budget) for more detail. The capital funding deficit represents the extent to which rates funded depreciation is available to meet capital expenditure.

# 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) based and operating 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, a Statement of Cash Flows, and supporting notes, encompassing all activities of Council. To ensure it is easy to report performance across Council we have included funding impact statements for each activity and the whole of Council. The financial statements of Council are for the year ended 30 June 2024. The financial statements were adopted and authorised for issue by Council on 31 October 2024.

### 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 Public Benefit Entity (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 2024.

### Other changes in accounting policies

There have been no changes in the accounting policies in the year ended 30 June 2024.

### 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 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.

### **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 converted to New Zealand Dollars (NZD) using the spot exchange rate at the date of the transaction. 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. Governance and tāngata whenua costs are reported as a separate activity as it represents a direct public service.

#### **Budget figures**

The budget figures presented in these financial statements are from Council's 2023/24 Annual plan. The budget figures have been prepared in accordance with NZ GAAP, using accounting policies that are consistent with those adopted by 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 environmental obligations in respect to the closure of the Otaihanga landfill – see note 18
- the valuation of infrastructure 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

2022/23 Actual \$000		2023/24 Actual \$000
	<b>Revenue from exchange transactions:</b>	
	<b>Targeted rates</b>	
4,365	Districtwide water supply volumetric rate	4,486
<b>4,365</b>	<b>Total rates from exchange transactions</b>	<b>4,486</b>
	<b>Revenue from non-exchange transactions:</b>	
	<b>General rates</b>	
29,606	Districtwide	32,237
	<b>Targeted rates</b>	
21,158	Community facilities rate	22,648
275	Hautere/Te Horo water supply rate	289
74	Ōtaki community rate	74
-	Ōtaki community service	-
51	Paekākāriki community rate	48
-	Paekākāriki community service charges	-
187	Paraparaumu/Raumati community rate	158
-	Districtwide regulatory services rate	-
9,501	Districtwide roading rate	12,227
2,983	Districtwide stormwater rate	2,419
93	Waikanae community rate	96
9,543	Districtwide wastewater disposal rate	9,543
-	Water conservation device loan rate	-
5,008	Districtwide water supply fixed rate	4,966
564	Commercial	661
(1,325)	Less internal rates	(1,499)
(717)	Less rates remitted	(711)
<b>77,001</b>	<b>Total rates from non-exchange transactions</b>	<b>83,157</b>
<b>81,366</b>	<b>Total rates from exchange and non-exchange transactions</b>	<b>87,643</b>
101,949	Total rates levied	112,636
(1,325)	Less internal rates	(1,499)
(717)	Less rates remitted	(711)
(18,541)	Less Greater Wellington Regional Council rates	(22,783)
<b>81,366</b>	<b>Total revenue from rates</b>	<b>87,643</b>

### Accounting policy

Revenue from rates is measured at fair value. General and targeted rates are set annually by way of a Council rates resolution. Rates revenue is measured at the amount assessed which is the fair value of the cash received or receivable. Council recognises revenue from rates when rates are set, and 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 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 (GWRC) are not recognised in the Statement of Comprehensive Revenue and Expense as Council acts as an agent for GWRC.

<b>Rates remissions</b>		
<b>2022/23</b>		<b>2023/24</b>
<b>Actual</b>		<b>Actual</b>
<b>\$000</b>		<b>\$000</b>
63	Council community properties, sporting, recreational and other community organisations	75
102	Residential rating units containing two separately habitable units	152
271	Financial hardship	286
28	Conservation remission	-
253	Residential water leak remissions	198
<b>717</b>	<b>Total rates remissions</b>	<b>711</b>

Rates remissions granted during the year in accordance with Council's rates remission and postponement policies total \$0.71 million (2023: \$0.72 million). Total rates levied on Council-owned properties were \$1.50 million (2023: \$1.33 million).

<b>Rating base information</b>			
<b>Year</b>	<b>Rating units</b>	<b>Total capital value of rating units \$000</b>	<b>Total land value of rating units \$000</b>
<b>2019/20</b>			
Rateable units	25,150	14,977,699	7,139,624
Non-rateable units	789	565,346	244,805
<b>Total</b>	<b>25,939</b>	<b>15,543,045</b>	<b>7,384,429</b>
<b>2020/21</b>			
Rateable units	25,321	15,136,250	7,177,818
Non-rateable units	800	736,123	378,913
<b>Total</b>	<b>26,121</b>	<b>15,872,373</b>	<b>7,556,731</b>
<b>2021/22</b>			
Rateable units	25,465	19,663,160	10,604,392
Non-rateable units	816	743,365	379,834
<b>Total</b>	<b>26,281</b>	<b>20,406,525</b>	<b>10,984,226</b>
<b>2022/23</b>			
Rateable units	25,592	19,818,958	10,624,712
Non-rateable units	845	750,718	390,025
<b>Total</b>	<b>26,437</b>	<b>20,569,676</b>	<b>11,014,737</b>
<b>2023/24</b>			
Rateable units	25,860	20,050,214	10,688,357
Non-rateable units	886	767,775	403,277
<b>Total</b>	<b>26,746</b>	<b>20,817,989</b>	<b>11,091,634</b>

Council is required by the Local Government Funding Agency (LGFA) Guarantee and Indemnity Deed to disclose annual rates revenue in its financial statements. 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 Council for the purpose of the LGFA Guarantee and Indemnity Deed disclosure are as per the Revenue from Rates table earlier in this note.

### 3. Revenue from fees and charges

2022/23 Actual \$000		2023/24 Actual \$000
	<b>Revenue from exchange transactions:</b>	
1,489	Sale of goods and services	2,036
2,281	Rent from lease of council-owned properties	2,378
<b>3,770</b>	<b>Total fees and charges from exchange transactions</b>	<b>4,414</b>
	<b>Revenue from non-exchange transactions:</b>	
6,653	Sale of goods and services	6,694
759	Fines and penalties	963
<b>7,412</b>	<b>Total fees and charges from non-exchange transactions</b>	<b>7,657</b>
<b>11,182</b>	<b>Total fees and charges</b>	<b>12,071</b>

Revenue from the sale of goods and services includes building and resource consent fees, licence fees, library charges and fines, LIM report charges, and prosecutions for animal management and noise infringements. Fines and penalties include penalties for late payment of rates of \$0.85 million (2023: \$0.73 million) and traffic infringements of \$0.07 million (2023: \$0.02 million).

#### Accounting policy

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

#### Exchange transactions

##### • 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.

##### • 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 such as infrastructure developments. Council does not hold properties for investment purposes.

#### Non-Exchange transactions

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 Council is considered a non-exchange transaction. Generally, there are no conditions attached to such revenue.

##### • Rendering of services

Revenue from such subsidised services is recognised when Council issues the invoice for the service. Revenue is recognised at the amount of the invoice 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 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 Council for the service) if the service is not completed.

- **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.

- **Fines and penalties**

Revenue from fines and penalties (e.g., traffic and parking infringements, 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

2022/23 Actual \$000		2023/24 Actual \$000
	<b>Grants and subsidies from non-exchange transactions</b>	
7,778	Capital grants	7,907
3,108	Operating grants	6,621
<b>10,886</b>	<b>Total grants and subsidies from non-exchange transactions</b>	<b>14,528</b>

### 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 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 Council has satisfied the conditions when the revenue is recognised.

### NZ Transport Agency Waka Kotahi (NZTA)

Council receives grants and subsidies from NZTA for maintenance and capital expenditure on the local roading network. The right to receive the funding from NZTA arises once the work is performed. Revenue is recognised when receivable as there are no further conditions attached to the funding. Capital grants of \$4.20 million (2023: \$3.16 million) were used to subsidise the construction or renewal of new and existing local roading and operating grants of \$2.55 million (2023: \$2.58 million) contributed to the cost of maintaining existing local roading.



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## Infrastructure Acceleration Fund (IAF)

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In June 2021, the New Zealand Government announced the IAF initiative as part of the Housing Acceleration Fund. The IAF is designed to allocate funding to enable a meaningful contribution to housing outcomes in areas of need. Council and Kāinga Ora-Home and Communities have subsequently entered into an agreement to accelerate infrastructure projects that will help improve resiliency in Ōtaki. The agreement will support the development of a mixture of papakāinga, affordable and market housing projects to meet current and future housing needs in the community. These are forecasted to be delivered between 2023–29. During 2023–24, Council received a capital grant of \$3.3m towards Council's expenditure in potable water supply and land acquisition, as per the terms of the agreement.

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## Better Off Funding

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Under the previous government's Three Waters Reform Programme, a "Better off Funding" package of \$2 billion was offered to Councils to support the overall goals of the reform. The funding was to support local government to invest in the wellbeing of their communities in a manner that would meet the priorities of both the central and local government during the transition and establishment of the new water entities. Council was awarded a total of \$5.26 million for a range of community activities. As at 30 June 2024 a total of \$3.9 million of the awarded amount has been utilised by Council.

<b>5. Other operating revenue</b>			
2022/23 Actual \$000		Note	2023/24 Actual \$000
<b>Other operating revenue from exchange transactions</b>			
1,715	Realised gain on disposal of property plant and equipment		104
116	Other revenue		(15)
<b>1,831</b>	<b>Total other operating revenue from exchange transactions</b>		<b>89</b>
<b>Other operating revenue from non-exchange transactions</b>			
1,325	Vested assets	11	82,170
20	Donations and sponsorships		20
-	Unrealised gain/(loss) on revaluation of forestry assets		(28)
245	Local government petrol tax		212
887	Other revenue		2,004
<b>2,477</b>	<b>Total other operating revenue from non-exchange transactions</b>		<b>84,378</b>
<b>4,308</b>	<b>Total other operating revenue</b>		<b>84,467</b>

Vested assets are mainly infrastructure assets such as roading, drainage, water and wastewater assets that have been constructed by NZTA or subdivision developers. Ownership of these assets transfers to Council as part of the consent process at the end of the subdivision development or when a state highway is revoked and becomes a local road.

### Water Services Reform Programme

The New Zealand Government is currently undertaking a reform programme for Local Water Done Well (drinking water, wastewater, and stormwater) service delivery. During 2023-24 the Council received transitional funding of \$0.27m which has been classified as Other Revenue "non-exchange" funding.

<b>6. Operating expenses</b>			
2022/23 Actual \$000			2023/24 Actual \$000
<b>Auditor's remuneration</b>			
	Ernst & Young		
-	Audit of Long Term Plan		121
242	Audit of financial statements		242
3	Audit of debenture trust deeds register		3
<b>Impairments and unrealised losses</b>			
7	Loss on Disposal of Property, Plant and Equipment		346
-	Unrealised loss on fair value of forestry assets		28
17	Impairment of Loans		18
107	Net increase/(decrease) of impairment of trade receivables		173
<b>Governance</b>			
896	Councillor fees and costs		926
<b>Personnel costs</b>			
36,290	Staff remuneration		40,368
(7,177)	Capitalised staffing costs from capital projects		(7,377)
2,405	Other personnel costs		2,162
2,582	Contractors		2,435
1,132	Employer superannuation (including Kiwisaver)		1,248
616	Staff Training		606
<b>Other</b>			
148	Transport costs		174
1,048	Grants		1,970
775	Legal costs		704
2,328	Insurance		2,820
4,001	Operating projects		2,616
707	Operating lease rentals		684
2,814	Heat, light, power (energy)		3,019
352	Communications		346
1,032	Professional services		876
321	Printing & stationery		333
52	Bank charges		78
21,907	Facility operations and maintenance		23,030
1,971	Other		2,882
<b>74,576</b>	<b>Total other operating expenses</b>		<b>80,831</b>

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## Accounting policy

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### 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 Council are recognised as revenue when control over the asset is transferred to 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 remuneration for elected members, comprising the Mayor, Councillors and Community Board members. Personnel costs relate to remuneration paid 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 Council's discretion) are recognised as expenditure when Council approves the grant and communication to this effect is made to the applicant.

### Operating leases (Council as lessee)

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

2022/23 Actual \$000		2023/24 Actual \$000
10	Cash on hand	8
4,074	Cash at bank	7,955
10,000	Short term deposits	-
-	Contract retentions	3,139
<b>14,084</b>	<b>Total cash and cash equivalents</b>	<b>11,102</b>

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## Accounting policy

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### 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 Council and earn interest at the applicable term deposit rates.

### Contract retentions

The Construction Contracts (Retention Money) Amendment Act 2023 states all contract retention money must be held on trust with a registered bank in New Zealand for all contracts entered in to from 5 October 2023 onwards. The Contract retentions held in trust align with our Contract retentions liability as per note 14.

8. Trade and other receivables		
2022/23		2023/24
Actual		Actual
\$000		\$000
20,542	Current	26,137
-	Non-Current	-
<b>20,542</b>	<b>Total trade and other receivables</b>	<b>26,137</b>
<b>Trade and other receivables</b>		
(27)	Opening balance adjustment due to adoption of PBE IPSAS 41	-
14,074	Trade receivables	17,877
3,494	Rates receivable	4,035
2,576	Prepayments	3,262
1,025	GST Receivable	1,764
(600)	Less allowance for credit losses	(801)
<b>20,542</b>	<b>Total trade and other receivables</b>	<b>26,137</b>

## Accounting Policy

### 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 are not interest bearing. The carrying value approximates the fair value. A receivable is considered 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		
2022/23		2023/24
Actual		Actual
\$000		\$000
(27)	Opening Balance adjustment due to adoption of PBE IPSAS 41	-
571	Individual impairment <sup>1</sup>	749
56	Collective impairment	52
<b>600</b>	<b>Allowance for expected credit loss of trade and other receivables at 30 June</b>	<b>801</b>

<sup>1</sup> 2023-24 year includes \$6,768 of debt provided in accordance with section 90A of the Local Government (Rating) Act 2023

Movement in the allowance for credit losses		
2022/23		2023/24
Actual		Actual
\$000		\$000
520	Balance at 1 July measured under PBE IPSAS 29	-
(27)	ECL adjustment due to adoption of PBE IPSAS 41	-
<b>493</b>	<b>Opening balance for expected credit losses at 1 July</b>	<b>600</b>
(27)	Provision Utilised	1
184	Increase in provision	253
(50)	Released unused provisions	(53)
<b>600</b>	<b>Closing balance for expected credit losses at 30 June</b>	<b>801</b>

### Aging profile of trade and other receivables (excluding property rates) at 30 June

	2023/24 Gross \$000	2023/24 Provision \$000	2023/24 Net \$000	2022/23 Gross \$000	2022/23 Provision \$000	2022/23 Net \$000
Not past due	17,983	-	17,983	12,295	2	12,293
31 – 60 days	344	-	344	350	-	350
61 – 90 days	252	-	252	137	-	137
>91 days	5,675	288	5,387	6,320	228	6,092
<b>Total</b>	<b>24,255</b>	<b>288</b>	<b>23,966</b>	<b>19,102</b>	<b>230</b>	<b>18,872</b>

### Aging profile of rates receivables at 30 June

	2023/24 Gross \$000	2023/24 Provision \$000	2023/24 Net \$000	2022/23 Gross \$000	2022/23 Provision \$000	2022/23 Net \$000
Not past due	2,080	-	2,080	1,641	-	1,641
Up to 2 years	383	292	91	216	187	29
2 to 5 years	124	124	-	86	86	-
Over 5 years	97	97	-	97	97	-
<b>Total</b>	<b>2,684</b>	<b>513</b>	<b>2,171</b>	<b>2,040</b>	<b>370</b>	<b>1,670</b>

### 9. Loans

	2022/23 Actual \$000	2023/24 Actual \$000
<b>Current</b>		
35 Water conservation loans		27
8 Loans to external organisations		9
<b>43 Total current loans</b>		<b>36</b>
<b>Non-current</b>		
75 Water conservation loans		46
619 Loans to external organisations		629
(460) Impairments		(478)
<b>234 Total non-current loans</b>		<b>197</b>
<b>277 Total loans</b>		<b>233</b>

### 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 provided interest-free loans (up to \$5,000) to property owners who wish to install approved water conservation devices to reduce water use. Council recovers the loans by way of a targeted rate on the property. The period of repayment is up to 10 years. This initiative was suspended during 2023–24 for any new applications.

## Loans to external organisations

### Kāpiti Hockey Turf Trust

Loans to external 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 percent has been applied to this loan.

### Air Chathams

Council agreed to provide a \$0.5m concessionary loan to Air Chathams during September 2020 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 2024, an effective market interest rate of 3.86 percent has been applied. Given the significant challenges faced by the airline industry in the post COVID-19 environment, the Council elected to fully impair this loan during the 2021–22 financial year and has continued this impairment assessment rationale for the 2023–24 year. This does not alter Air Chathams' obligations under the loan agreement.

## Loans movement

2022/23 Actual \$000		2023/24 Actual \$000
321	Opening balance	277
10	Additions	-
(54)	Repayments	(44)
(17)	Impairments	(18)
17	Effective interest adjustment	18
<b>277</b>	<b>Total loans</b>	<b>233</b>

<b>10. Other financial assets</b>		
<b>2022/23</b>		<b>2023/24</b>
<b>Actual</b>		<b>Actual</b>
<b>\$000</b>		<b>\$000</b>
	<b>Current</b>	
	<b>Deposits</b>	
55,000	Term deposits	60,000
1,150	NZ Local Government Funding Agency	1,185
<b>56,150</b>	<b>Total current other financial assets</b>	<b>61,185</b>
	<b>Non-current</b>	
	<b>Shares</b>	
100	NZ Local Government Funding Agency	100
14	Civic Financial Services	14
	<b>Notes</b>	
4,959	NZ Local Government Funding Agency	6,275
20	Fonterra perpetual	-
	<b>Deposits</b>	
-	Term deposits	-
<b>5,093</b>	<b>Total non-current other financial assets</b>	<b>6,389</b>
<b>61,243</b>	<b>Total other financial assets</b>	<b>67,574</b>

## 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

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

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 percent of the amount borrowed. LGFA will redeem Borrower Notes when 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. Council therefore values these notes at their redeemable value.

## 11. Property, plant and equipment

2023/24	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	68,888	-	-	(222)	-	-	3,375	72,041	1	(2,873)	2	-	-	(2,870)	68,889	69,171
Computers and office equipment	2,787	15	-	(643)	-	-	206	2,365	(1,652)	(511)	643	-	168	(1,352)	1,135	1,013
Furniture and chattels	3,226	6	-	(148)	-	-	978	4,062	(1,620)	(504)	148	-	(168)	(2,144)	1,606	1,918
Land	76,022	-	-	(330)	-	-	1,872	77,564	-	-	-	-	-	-	76,022	77,564
Library collections	3,981	-	-	(871)	-	-	391	3,501	(2,032)	(377)	871	-	-	(1,538)	1,949	1,963
Motor vehicles	3,625	-	-	(207)	-	-	396	3,814	(2,016)	(300)	184	-	-	(2,132)	1,609	1,682
Plant and machinery	3,540	-	-	(172)	-	-	173	3,541	(2,631)	(208)	172	-	-	(2,667)	909	874
Items under construction	5,579	11,935	-	-	-	-	(7,596)	9,918	-	-	-	-	-	-	5,579	9,918
<b>Total operational assets</b>	<b>167,648</b>	<b>11,956</b>	<b>-</b>	<b>(2,593)</b>	<b>-</b>	<b>-</b>	<b>(205)</b>	<b>176,806</b>	<b>(9,950)</b>	<b>(4,773)</b>	<b>2,020</b>	<b>-</b>	<b>-</b>	<b>(12,703)</b>	<b>157,698</b>	<b>164,103</b>
<i>Infrastructural assets</i>																
Bridges	23,701	-	290	-	-	-	-	23,991	-	(1,303)	-	-	-	(1,303)	23,701	22,688
River flood protection and control works	1,280	-	-	-	(5)	-	-	1,275	(22)	(24)	-	44	-	(2)	1,258	1,273
Roading – land under road	778,175	-	43,219	-	-	-	-	821,394	-	-	-	-	-	-	778,175	821,394
Roading and footpaths	463,200	-	36,157	-	-	-	25,027	524,384	-	(8,862)	-	-	-	(8,862)	463,200	515,522
Seawalls	9,230	-	-	-	(1,117)	-	250	8,363	(649)	(666)	-	1,315	-	-	8,581	8,363
Stormwater drainage	86,576	-	426	-	24,115	-	25,449	136,566	(1,246)	(1,558)	-	2,781	-	(23)	85,330	136,543
Wastewater – other assets	149,731	-	1,305	-	23,462	-	1,462	175,960	(3,176)	(3,361)	-	6,358	110	(69)	146,555	175,891
Wastewater treatment plants and facilities	27,019	-	-	-	(9,811)	-	5,593	22,801	(1,460)	(1,412)	-	2,981	(110)	(1)	25,559	22,800
Water – other assets	122,057	-	773	-	5,135	-	7,495	135,460	(2,698)	(2,739)	-	5,429	-	(8)	119,359	135,452
Water treatment plants and facilities	29,226	-	-	-	(1,160)	-	-	28,066	(1,349)	(1,349)	-	2,697	-	(1)	27,877	28,065
Items under construction	81,661	61,874	-	-	-	-	(66,849)	76,686	(1)	-	-	-	-	(1)	81,660	76,685
<b>Total infrastructural assets</b>	<b>1,771,856</b>	<b>61,874</b>	<b>82,170</b>	<b>-</b>	<b>40,619</b>	<b>-</b>	<b>(1,573)</b>	<b>1,954,946</b>	<b>(10,601)</b>	<b>(21,274)</b>	<b>-</b>	<b>21,605</b>	<b>-</b>	<b>(10,270)</b>	<b>1,761,255</b>	<b>1,944,676</b>
<i>Restricted assets</i>																
Buildings and improvements	37,404	-	-	(136)	-	-	3,823	41,091	(1)	(2,458)	10	-	-	(2,449)	37,403	38,642
Land	143,734	-	-	-	-	-	-	143,734	-	-	-	-	-	-	143,734	143,734
Items under construction	2,460	6,805	-	-	-	-	(2,534)	6,731	-	-	-	-	-	-	2,460	6,731
<b>Total restricted assets</b>	<b>183,598</b>	<b>6,805</b>	<b>-</b>	<b>(136)</b>	<b>-</b>	<b>-</b>	<b>1,289</b>	<b>191,556</b>	<b>(1)</b>	<b>(2,458)</b>	<b>10</b>	<b>-</b>	<b>-</b>	<b>(2,449)</b>	<b>183,597</b>	<b>189,107</b>
<b>TOTAL PROPERTY, PLANT AND EQUIPMENT</b>	<b>2,123,102</b>	<b>80,635</b>	<b>82,170</b>	<b>(2,729)</b>	<b>40,619</b>	<b>-</b>	<b>(489)</b>	<b>2,323,308</b>	<b>(20,552)</b>	<b>(28,505)</b>	<b>2,030</b>	<b>21,605</b>	<b>-</b>	<b>(25,422)</b>	<b>2,102,550</b>	<b>2,297,886</b>



## 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)	1,407	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)	-	-	-	2	-	7,522	5,579
<b>Total operational assets</b>	<b>126,095</b>	<b>17,917</b>	<b>-</b>	<b>(2,673)</b>	<b>31,838</b>	<b>-</b>	<b>(5,529)</b>	<b>167,648</b>	<b>(14,684)</b>	<b>(4,361)</b>	<b>2,110</b>	<b>6,929</b>	<b>56</b>	<b>(9,950)</b>	<b>111,411</b>	<b>157,697</b>
<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	(5)	(3,177)	11	-	(5)	(3,176)	136,812	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
<b>Total infrastructural assets</b>	<b>1,642,627</b>	<b>40,382</b>	<b>1,325</b>	<b>(58)</b>	<b>86,057</b>	<b>-</b>	<b>1,523</b>	<b>1,771,856</b>	<b>(2,396)</b>	<b>(18,559)</b>	<b>58</b>	<b>10,301</b>	<b>(5)</b>	<b>(10,601)</b>	<b>1,640,231</b>	<b>1,761,254</b>
<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
<b>Total restricted assets</b>	<b>97,860</b>	<b>3,176</b>	<b>-</b>	<b>(1)</b>	<b>79,345</b>	<b>-</b>	<b>3,218</b>	<b>183,598</b>	<b>(4,879)</b>	<b>(2,548)</b>	<b>1</b>	<b>7,476</b>	<b>(51)</b>	<b>(1)</b>	<b>92,981</b>	<b>183,597</b>
<b>TOTAL PROPERTY, PLANT AND EQUIPMENT</b>	<b>1,866,582</b>	<b>61,475</b>	<b>1,325</b>	<b>(2,732)</b>	<b>197,240</b>	<b>-</b>	<b>(788)</b>	<b>2,123,102</b>	<b>(21,959)</b>	<b>(25,468)</b>	<b>2,169</b>	<b>24,706</b>	<b>-</b>	<b>(20,552)</b>	<b>1,844,623</b>	<b>2,102,547</b>

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## Accounting Policy

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### Property, plant, and equipment

Property, plant and equipment is categorised into operational assets used by Council to provide core services (e.g., buildings, plant and equipment, library books), infrastructure assets incorporating the fixed utility systems owned by Council that are required for the roading, water, wastewater and stormwater networks to function, and restricted assets such as parks and reserves that Council maintains on behalf of the community. The use or transfer of these assets is legally restricted. 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 infrastructure 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 obsolescence 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, 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, 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 percent 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 attributed to work in progress until such time as the asset under construction is in its intended location and in use.

Asset category	Useful life for new assets (years)
<b>Operational assets</b>	
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
<b>Plant and machinery</b>	
Tractors, trailers, heavy mowers	5-10
Other plant	3-20
Otaihanga Landfill post closure	8
<b>Infrastructural assets</b>	
Bridges	50-100
<b>Seawalls</b>	
Concrete, posts, rails, panels, rocks	5-60
<b>River control</b>	
Bank protection	50
<b>Roading</b>	
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
<b>Stormwater</b>	
Stormwater flood maps	10
Pump stations, manholes,	10-100
Pipes	50-100
<b>Wastewater</b>	
Pumps and pump stations	15-80
Manholes, cleaning eyes	90
Pipes	70-90
Treatment plant	5-50
<b>Water</b>	
Storage	60-80
Booster stations	10-80
Hydrants, valves, tobies	50-70
Meters	25
Pipes	30-90
Treatment plant	3-80

### **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.

### **Impairment**

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
<b>Operational assets</b>			
Land and buildings	30-Jun-23	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-Jun-26
<b>Infrastructural assets</b>			
Roading, footpaths, bridges, and culverts	30-Jun-23	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.	30-Jun-25
Land under roads	30-Jun-23	This represents the corridor of land directly under and adjacent to 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-Jun-26
Water, wastewater, stormwater, seawall, river control	30-Jun-24	The fair value is measured using the optimised depreciated replacement cost method. Valuations are based on their 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-Jun-26
Restricted assets			
Parks and reserves structures	30-Jun-23	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-Jun-26

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-Jun-26	Every two years thereafter
Roading and bridges (excluding land under roads)	30-Jun-25	Every two years thereafter
Land and buildings (including land under roads revaluations)	30-Jun-26	Every three years thereafter
Parks and reserves structures	30-Jun-26	Every three years thereafter

### Property, plant and equipment (continued)

Summary of gains/(losses) on disposal of property, plant and equipment	Net sale proceeds \$000	Carry amount \$000	2023/24 gain/(loss) \$000
Operational land	400	330	70
Operational buildings	-	346	(346)
Motor vehicles	57	23	34
<b>Closing balance</b>	<b>457</b>	<b>699</b>	<b>(242)</b>

### Methodology

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

As part of the ongoing Local Water Done Well reform programme, Council has been actively engaging with the framework and preliminary arrangements set out by recent legislation that requires all councils to assess future options for water services delivery. These options may include:

- An internal business unit within Council
- A Kāpiti Coast District Council-owned water entity
- A water organisation with one or more councils
- A mixed model involving one or more councils and consumer trusts
- A wholly consumer-trust owned water organisation.

Council is participating in a regional working group to explore potential solutions for water services delivery, while remaining open to the possibility of continuing to deliver water services itself or through a separate Kāpiti Coast District Council-owned water services entity. Council will consider these options in November 2024 prior to preparing and consulting on a water services delivery plan (WSDP) by the legislated deadline of September 2025.

The water services reform to date has had no impact on the financial and non-financial performance reported in this annual report.

## 12. Intangible assets

2022/23 Actual \$000		2023/24 Actual \$000
	<b>Computer software</b>	
3,050	Opening balance	3,265
729	Assets repointed during the year	-
44	Additions	16
24	Transfers during the year	-
(582)	Disposals during the year	-
<b>3,265</b>	<b>Closing balance</b>	<b>3,281</b>
	<b>Amortisation</b>	
(1,513)	Opening balance	(2,155)
(19)	Assets repointed during the year	-
(623)	Amortisation during the year	(416)
-	Disposals during the year	-
<b>(2,155)</b>	<b>Closing balance</b>	<b>(2,571)</b>
<b>1,110</b>	<b>Carrying value</b>	<b>710</b>
	<b>Right of Use asset</b>	
1,702	Opening balance	1,756
-	Additions	1,000
54	Transfers during the year	488
-	Disposals during the year	-
<b>1,756</b>	<b>Closing balance</b>	<b>3,244</b>
	<b>Amortisation</b>	
(119)	Opening balance	401
(62)	Amortisation during the year	(258)
582	Disposals during the year	-
<b>401</b>	<b>Closing balance</b>	<b>143</b>
<b>2,157</b>	<b>Carrying value</b>	<b>3,387</b>
<b>3,267</b>	<b>Total Carrying value as at 30 June</b>	<b>4,097</b>

## 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, and are 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
- Right of use Paraparaumu sports hall 6 years
- Right of use Paekākāriki Surf Lifesaving Club 3 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 operating surplus or deficit.

### 13. Insurance

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

- Transferring the risk by purchasing external insurance cover.
- Sharing the risk between councils. Council participates in the Outer Wellington Shared Services (OWSS) 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.
- 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.
- The total value of Council assets 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.
- Council does not insure land, roading, bridges or its forestry assets and does not administer or hold a restricted self-insurance fund.
- 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 2024	Maximum limit of insurance cover available to council under those arrangements as at 30 June 2024
Infrastructure assets	Material damage and business interruption (MDBI) in the event of natural catastrophe	~\$705 million	\$600 million OWSS 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.  Limited to a \$130 million sub-limit for the Council.
Property, plant and equipment	MDBI	~\$469 million	\$600 million Wellington Combined Insurance Group (WCIG) combined limit 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 within MDBI policy above Earthquake Commission (EQC)	~\$31 million (Included in \$469 million MDBI)	EQC: First \$300,000 for each loss event per property to be recovered from the EQC. All other losses: as per MDBI policy above



## 14. Trade and other payables

2022/23 Actual \$000		2023/24 Actual \$000
	<b>Trade and other payables</b>	
16,225	Trade creditors	23,756
1,935	Contract retentions	3,139
2,829	Greater Wellington Regional Council rates payable	3,332
2,935	Interest payable	3,722
1,475	Rates received in advance	1,485
752	Sundry payables	1,339
<b>26,151</b>	<b>Total trade and other payables</b>	<b>36,773</b>

### 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

2022/23 Actual \$000		2023/24 Actual \$000
	<b>Current</b>	
137	Long service leave	95
805	Salaries	978
96	Sick leave	194
2,907	Annual leave	3,018
<b>3,945</b>	<b>Total current employee benefit liabilities</b>	<b>4,285</b>
	<b>Non-current</b>	
88	Long service leave	153
59	Retirement gratuities	62
<b>147</b>	<b>Total non-current employee benefit liabilities</b>	<b>215</b>
<b>4,092</b>	<b>Total employee benefit liabilities</b>	<b>4,500</b>

### 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 the operating 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

2022/23		2023/24
Actual		Actual
\$000		\$000
<b>Deposits</b>		
20	Hall deposits	21
17	Miscellaneous deposits	20
1,445	Resource consent planning bonds	1,635
983	Road damage deposits	873
<b>2,465</b>	<b>Total deposits</b>	<b>2,549</b>

### Accounting Policy

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

## 17. Borrowings

2022/23		2023/24
Actual		Actual
\$000		\$000
55,000	Short term borrowings	60,000
220,000	Long term borrowings	260,000
<b>275,000</b>	<b>Total borrowings</b>	<b>320,000</b>
<b>Maturity</b>		
55,000	2023/24	-
60,000	2024/25	60,000
60,000	2025/26	60,000
40,000	2026/27	60,000
25,000	2027/28	60,000
25,000	2028/29	60,000
-	2029/30	10,000
10,000	2030/31	10,000
<b>275,000</b>	<b>Total borrowings</b>	<b>320,000</b>

### 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 30 June 2024, \$320 million (2023: \$275 million) of Council's total borrowings were funded through LGFA. Council's borrowings from the LGFA are secured by a Debenture Trust Deed over Council's rates revenue. As at 30 June 2024, the effective weighted average interest rate on Council's borrowings was 4.66% (2023: 3.95%).



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## Accounting Policy

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### Landfill aftercare costs

Council, as operator of the Otaihanga 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.

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## Landfill aftercare provision

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Council obtained a resource consent for 35 years in 1994 to operate the Otaihanga landfill. Council operated the Otaihanga landfill (closed 30 June 2024) and also manages the Ōtaki and Waikanae sites which are now closed. 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
- groundwater monitoring and surface water monitoring, and
- ongoing site maintenance for stormwater control, final cover, and vegetation.

	Annual post-closure costs as at 30 June 2024	Final year of monitoring and maintenance
Ōtaki	5,835	2026
Waikanae	5,974	2030
Otaihanga	83,303	2054

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

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

The average government risk-free rate at 30 June 2024 was 4.95% (4.83% in 2022/23).

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

Provisions classifications		
2022/23 Actual \$000		2023/24 Actual \$000
<b>Current</b>		
79	Provision for landfill aftercare	131
646	Other provisions	156
<b>725</b>	<b>Total current provisions</b>	<b>287</b>
<b>Non-current</b>		
1,873	Provision for landfill aftercare	1,776
-	Other provisions	-
<b>1,873</b>	<b>Total non-current provisions</b>	<b>1,776</b>
<b>2,598</b>	<b>Total provisions</b>	<b>2,063</b>

## Equity

Equity is the community's interest in Council's financial position 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. The components of public equity are accumulated funds, revaluation reserves, and reserves and special funds. Refer to the Statement of Changes in Net Assets/Equity for the year-on-year movements of the various components.

## 19. Revaluation reserve

	Opening balance Actual \$000	Increase Actual \$000	Decrease Actual \$000	Transfers Actual \$000	Closing balance 2023/24 Actual \$000
Land and buildings	188,891	579	(245)	-	189,225
Roading and bridges	845,580	-	-	-	845,580
Stormwater and river control	35,551	27,107	-	-	62,658
Wastewater	120,409	22,990	-	-	143,399
Water	69,729	12,103	-	-	81,832
<b>Total revaluation reserve</b>	<b>1,260,160</b>	<b>62,779</b>	<b>(245)</b>	<b>-</b>	<b>1,322,694</b>

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 Council's assets, subject to revaluation, into current dollar values after taking into account the condition and remaining lives of assets.

## 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 Council's discretion.

## 20. Reserves and special funds

	Opening balance	Transfers into reserve	Transfers out of reserve	Closing balance 2023/24
	Actual \$000	Actual \$000	Actual \$000	Actual \$000
<b>Restricted reserves</b>				
Plant purchase and renewal fund	1,055	489	(484)	1,060
Waikanae property fund	178	11	-	189
Waikanae capital improvements fund	930	54	(38)	946
<b>Total restricted reserves</b>	<b>2,163</b>	<b>554</b>	<b>(522)</b>	<b>2,195</b>
<b>Council-created reserves</b>				
Contingency fund	518	-	-	518
Paekākāriki Campe Estate	112	6	(6)	112
Roading reserve	787	-	(787)	-
Financial contribution reserve	9,672	2,650	(1,498)	10,824
<b>Total Council-created reserves</b>	<b>11,089</b>	<b>2,656</b>	<b>(2,291)</b>	<b>11,454</b>
<b>Total reserves and special funds</b>	<b>13,252</b>	<b>3,210</b>	<b>(2,813)</b>	<b>13,649</b>

### Plant purchase and renewal fund

The purpose of the reserve is to fund ongoing replacement of plant and vehicles when this falls due, funded from depreciation charges on current plant and vehicles.

### Waikanae property fund

The purpose of the reserve is to fund improvements to Council-owned properties in Waikanae. The source of funds is the proceeds from sale of other Council property in the Waikanae ward (excluding districtwide funded properties).

### Waikanae capital improvements fund

The purpose of the reserve is to fund capital improvements in the Waikanae ward and also to provide capital grants to Waikanae organisations in accordance with approved criteria. The source of funds is Waikanae ward's share of the property assets of the Horowhenua County Council and interest earned on the capital sum.

### 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.

### Roading reserve upgrading contributions

The purpose of the reserve was to fund road upgrading works. The source of funds was road upgrading development contributions from developers. Council has now decided to fund upgrade works from renewals and will 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.

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

2022/23 Actual \$000		2023/24 Actual \$000
<b>11,481</b>	<b>Net operating surplus/(deficit) for the year</b>	<b>81,497</b>
	<b>Add/(less) non-cash items</b>	
26,153	Depreciation and amortisation expense	29,179
(1,325)	Vested assets	(82,170)
(2,947)	Unrealised (gain)/loss on revaluation of financial derivatives	3,678
17	Impairment of loans	18
-	(Gains)/losses in fair value of forestry assets	28
<b>21,898</b>	<b>Total non-cash items</b>	<b>(49,267)</b>
	<b>Add/(less) items classified as investing or financing activities</b>	
(1,708)	(Gain)/Loss on disposal of property, plant and equipment and intangibles	242
-	(Gain)/Loss on disposal of motor vehicles from prior year adjustment	51
(7,778)	Proceeds from capital grants	(7,907)
9,202	Interest on borrowings	12,898
<b>(284)</b>	<b>Total investing or financing activities</b>	<b>5,284</b>
	<b>Add/(less) movements in working capital items</b>	
(6,459)	(Increase)/decrease in receivables	(5,595)
(2)	(Increase)/decrease in inventory	(15)
4,221	Increase/(decrease) in payables	10,622
716	Increase/(decrease) in employee entitlements	408
773	Increase/(decrease) in deposits	84
182	Increase/(decrease) in provisions	(535)
<b>(569)</b>	<b>Total movement in working capital</b>	<b>4,969</b>
<b>32,526</b>	<b>Net cash inflow/(outflow) from operating activities</b>	<b>42,483</b>

## 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

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, 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 liabilities**

### **Financial liabilities at amortised cost**

#### **• 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.

#### **• 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.

#### **• 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.

Council has not adopted hedge accounting.



<b>Financial instruments categories</b>		
<b>2022/23</b>		<b>2023/24</b>
<b>Actual</b>		<b>Actual</b>
<b>\$000</b>		<b>\$000</b>
	<b>Financial assets</b>	
	<b>Amortised Cost</b>	
14,084	Cash and cash equivalents	11,102
16,941	Trade and other receivables	21,111
277	Loans	233
6,109	LGFA borrower notes	7,460
55,000	Term deposits	60,000
<b>92,411</b>	<b>Total amortised cost</b>	<b>99,906</b>
	<b>Fair value through other comprehensive revenue and expense</b>	
20	Perpetual notes	-
100	Shares in LGFA	100
14	Shares in Civic Financial Services	14
<b>134</b>	<b>Total fair value through other comprehensive revenue and expense</b>	<b>114</b>
	<b>Fair value through surplus or deficit</b>	
94	Current	603
12,510	Non-current	8,323
<b>12,604</b>	<b>Total fair value through surplus or deficit</b>	<b>8,926</b>
	<b>Financial liabilities</b>	
	<b>Fair value through other comprehensive revenue and expense</b>	
	<b>Derivative financial instruments</b>	
-	Current	-
-	Non-current	-
<b>-</b>	<b>Total fair value through other comprehensive revenue and expense</b>	<b>-</b>
	<b>Financial liabilities at amortised cost</b>	
24,676	Trade and other payables	35,288
275,000	Borrowings	320,000
<b>299,676</b>	<b>Total financial liabilities at amortised cost</b>	<b>355,288</b>

## 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 2 – the fair value is estimated using inputs other than quoted prices included in level 1 that are observable for the asset or liability, either directly (as prices) or indirectly (derived from prices).

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.

## Fair value hierarchy disclosures

\$000	2023/24				2022/23			
	Quoted market price (level 1)	Valuation technique – market observable inputs (level 2)	Valuation technique – non-market observable inputs (level 3)	Total	Quoted market price (level 1)	Valuation technique – market observable inputs (level 2)	Valuation technique – non-market observable inputs (level 3)	Total
Financial assets								
Derivative financial instruments	-	-	-	-	-	20	-	20
Perpetual notes	-	100	-	100	-	100	-	100
Shares in CFS	-	14	-	14	-	14	-	14
Shares in LGFA	-	8,926	-	8,926	-	12,604	-	12,604
<b>Total</b>	<b>-</b>	<b>9,040</b>	<b>-</b>	<b>9,040</b>	<b>-</b>	<b>12,738</b>	<b>-</b>	<b>12,738</b>
Financial liabilities								
Derivative financial instruments	-	-	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 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 to the right 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. 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.

## Contractual maturity analysis of financial instruments

	Carrying amount \$000	Total contractual cashflow \$000	Less than 1 year \$000	1-2 years \$000	2-5 years \$000	More than 5 years \$000
<b>2023/24</b>						
<b>Financial Assets</b>						
Cash and cash equivalents	11,102	11,102	11,102	-	-	-
Derivative financial instruments	9,046	9,695	3,170	2,146	3,932	447
Trade and other receivables	21,112	21,112	21,112	-	-	-
Loan receivables	711	791	44	533	58	156
Term deposits	60,000	64,200	64,200	-	-	-
LGFA borrow notes	7,460	9,401	1,391	1,717	5,579	714
<b>Total</b>	<b>109,431</b>	<b>116,301</b>	<b>101,019</b>	<b>4,396</b>	<b>9,569</b>	<b>1,317</b>
<b>Financial Liabilities</b>						
Deposits	2,549	2,549	2,549	-	-	-
Trade and other payables	35,288	35,288	35,288	-	-	-
Derivative financial instruments	-	-	-	-	-	-
Borrowings	320,000	375,571	78,190	74,661	201,376	21,344
<b>Total</b>	<b>357,837</b>	<b>413,408</b>	<b>116,027</b>	<b>74,661</b>	<b>201,376</b>	<b>21,344</b>

## Contractual maturity analysis of financial instruments

2022/23	Carrying amount \$000	Total contractual cashflow \$000	Less than 1 year \$000	1-2 years \$000	2-5 years \$000	More than 5 years \$000
<b>Financial Assets</b>						
Cash and cash equivalents	14,084	14,084	14,084	-	-	-
Derivative financial instruments	12,605	13,244	3,584	3,100	5,205	1,355
Trade and other receivables	16,941	16,941	16,941	-	-	-
Loan receivables	754	859	56	49	585	169
Term deposits	55,000	58,274	58,274	-	-	-
LGFA borrow notes	6,110	7,496	1,266	1,389	3,621	1,220
<b>Total</b>	<b>105,494</b>	<b>110,898</b>	<b>94,205</b>	<b>4,538</b>	<b>9,411</b>	<b>2,744</b>
<b>Financial Liabilities</b>						
Deposits	2,465	2,465	2,465	-	-	-
Trade and other payables	24,676	24,676	24,676	-	-	-
Derivative financial instruments	-	-	-	-	-	-
Borrowings	275,000	321,189	70,498	71,871	141,554	37,266
<b>Total</b>	<b>302,141</b>	<b>348,330</b>	<b>97,639</b>	<b>71,871</b>	<b>141,554</b>	<b>37,266</b>

## 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

	2023/24 \$000	2022/23 \$000
<b>Cash and cash equivalents and term deposits – registered banks</b>		
AA-	71,102	69,084
<b>LGFA borrower notes</b>		
AA+	7,460	6,110
	<b>78,562</b>	<b>75,194</b>

## 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 \$5 million credit line facility with Westpac Banking Corporation, plus a standby facility of \$5 million with LGFA. 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. 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 2024, 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 \$172 million (2023: \$186 million). The fixed interest rate range for Council's interest rate swaps are 0.31 percent to 4.89 percent. The net fair value of the interest rate swaps as at 30 June 2024 was \$9.6 million net liability (2023: \$13.2million 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, 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	2023/24		2022/23	
	+100 BPS	-100 BPS	+100 BPS	-100 BPS
<b>Interest rate risk</b>				
<b>Financial assets</b>				
Cash and cash equivalents	-	-	-	-
Other financial assets – term deposits	600	(600)	550	(550)
Derivative financial instruments – current	249	(258)	35	(34)
Derivative financial instruments – non-current	3,226	(3,364)	4,757	(4,963)
<b>Financial liabilities</b>				
Derivative financial instruments – current	-	-	-	-
Derivative financial instruments – non current	-	-	-	-
Borrowings	-	-	-	-
<b>Gain/(loss)</b>	<b>4,075</b>	<b>(4,222)</b>	<b>5,342</b>	<b>(5,547)</b>

Cash flow sensitivity				
\$000	2023/24		2022/23	
	+100 BPS	-100 BPS	+100 BPS	-100 BPS
<b>Interest rate risk</b>				
<b>Financial assets</b>				
Cash and cash equivalents	111	(111)	141	(141)
Other financial assets – LGFA notes	75	(75)	61	(61)
Derivative financial instruments – current	550	(550)	140	(140)
Derivative financial instruments – non-current	1,170	(1,170)	1,720	(1,720)
<b>Financial liabilities</b>				
Derivative financial instruments – current	-	-	-	-
Derivative financial instruments – non current	-	-	-	-
Borrowings	(3,200)	3,200	(2,750)	2,750
<b>Gain/(loss)</b>	<b>(1,294)</b>	<b>1,294</b>	<b>(688)</b>	<b>688</b>

## 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 Council to disclose the total remuneration of key management personnel for the reporting period.

## Key management personnel

	Full Year 2023/24	Full Year 2022/23
<b>Members</b>		
Councillors and elected members	31	31
Senior Management Team, including Chief Executive Officer	9	9
<b>Total Members</b>	<b>40</b>	<b>40</b>

	2023/24 \$000	2022/23 \$000
<b>Remuneration</b>		
Councillors and elected members	926	896
Senior Management Team, including Chief Executive Officer	2,107	1,802
<b>Total remuneration key management personnel</b>	<b>3,033</b>	<b>2,698</b>

## 24. Remuneration and staffing levels

### Councillors and elected members' remuneration

Council members are paid an annual salary and their phone and broadband costs are subsidised. Total remuneration paid for the year ended 30 June 2024 is summarised as follows.

## Remuneration of Councillors and Elected Members July 2023 to June 2024

2023/24	Total remuneration Actual \$000
<b>Name</b>	
<b>Councillors</b>	
Janet Holborow – Mayor	143
Lawrence Kirby – Deputy Mayor	67
Rob Kofoed	49
Glen Cooper	49
Jocelyn Prvanov	57
Kathy Spiers	50
Liz Koh	58
Martin Halliday	59
Nigel Wilson	68
Shelly Warwick	50
Sophie Handford	61

## Remuneration of Councillors and Elected Members July 2023 to June 2024

2023/24	Total remuneration Actual \$000
<b>Name</b>	
<b>Paekākāriki community board members</b>	
Kelsey Lee (Chair) – appointed as Chair on 13 February 2024	5
Sorcha Ruth (Deputy Chair) – appointed to Deputy Chair on 13 February 2024	8
Christian Judge	5
Sean Mckinley – resigned from Chair on 13 February 2024	7
<b>Paraparaumu community board members</b>	
Glen Olsen (Chair)	21
Guy Burns (Deputy Chair)	10
Bernie Randall	11
Karl Webber	11
<b>Ōtaki community board members</b>	
Cameron Butler (Chair)	17
Simon Black (Deputy Chair)	9
Christine Papps	8
Jackie Elliott	12
<b>Waikanae community board members</b>	
Richard Mansell (Chair)	18
Michael Moore (Deputy Chair)	11
Michelle Lewis	10
Tonchi Begovich	11
<b>Raumati community board members</b>	
Bede Laracy (Chair)	16
Jonny Best (Deputy Chair)	8
Tarn Sheerin	9
Tim Sutton	8
<b>Total</b>	<b>926</b>

### Chief Executive Officer's Remuneration

For the year ended 30 June 2024, Council's Chief Executive, Darren Edwards, who was appointed under Section 42(1) of the Local Government Act 2002, received a remuneration package of \$360,500 p.a. (2023: \$328,500 p.a. pro rata).

## Employee staffing levels and remuneration

### Number of employees

2022/23 (full time equivalent)	2022/23 (headcount)		2023/24 (full time equivalent)	2023/24 (headcount)
347	397	Permanent employees	366	424
50	57	Temporary employees	48	54
<b>397</b>	<b>454</b>	<b>Total full time equivalent employees</b>	<b>414</b>	<b>478</b>

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

2022/23 Number of permanent employees (headcount)		2023/24 Number of employees (headcount)
137	Less than \$60,000	127
108	\$60,000 to \$79,999	104
89	\$80,000 to \$99,999	103
53	\$100,000 to \$119,999	54
29	\$120,000 – \$139,999	48
25	\$140,000 – \$159,999	20
6	\$160,000 – \$179,999	11
4	\$180,000 – \$239,999*	7
3	\$240,000 – \$379,999*	4
<b>454</b>	<b>Total remuneration</b>	<b>478</b>

\* if the number of employees for any band was 5 or less we are legally required to combine it with the next highest band. This means that some rows span different bands across the two years shown.

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.

Included in Staff remuneration is severance payment made to six employees' (2023: one) totalling \$348,000 (2023: \$10,288). The value of each of the severance payments was / were: \$197,839, \$35,000, \$60,374, \$10,000, \$24,897 and \$19,890 (2023: \$10,288).

## 25. Commitments and operating leases

### Capital commitments

2022/23 Actual \$000		2023/24 Actual \$000
36,575	Contracted capital commitments at 30 June but not yet completed	51,991
<b>36,575</b>	<b>Total capital commitments</b>	<b>51,991</b>

### Non-cancellable operating leases (as lessee)

2022/23 Actual \$000		2023/24 Actual \$000
	<i>Remaining payables under leases</i>	
477	Not later than one year	303
1,157	Later than one year and not later than five years	365
46	Later than five years	23
<b>1,680</b>	<b>Non-cancellable operating leases (council as lessee)</b>	<b>691</b>

Council leases commercial premises in Ōtaki, Waikanae and Paraparaumu.

### Non-cancellable operating leases (as lessor)

2022/23 Actual \$000		2023/24 Actual \$000
	<i>Remaining receivables under leases</i>	
588	Not later than one year	514
1,573	Later than one year and not later than five years	1,826
3,985	Later than five years	4,030
<b>6,146</b>	<b>Total operating lease commitments (council as lessor)</b>	<b>6,370</b>

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 percent 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 6b(i) 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 percent 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 percent 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, Council has no existing rights that give it the current ability to direct relevant activities, nor does Council have the power to affect the nature or amount of the benefits from its involvement with the LGFA. 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 \$100 million from the LGFA and repaid \$55 million to the LGFA.

## 27. Major variances from budget

Major variances from council's budget figures are explained below.

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### Statement of comprehensive revenue and expense

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#### Grants and Subsidies

Grants and subsidies were \$4.4 million lower than budget due to IAF project grant funding being \$2.9 million under budget. This is timing only, with the mix of subsidy rates and timing differing from that assumed in the budget. Over the life of the project, the full \$29 million subsidy is expected to be received. In addition, NZTA capital funding subsidies \$1.2 million under budget, mainly because the makeup and timing of the Link Road expenditure means no subsidy has yet been received for that project.

#### Other Operating Revenue

Other operating revenue was \$46.0 million above budget, mainly because of the revenue received by Council as part of the Old State Highway 1 (land under roads) being vested to Council materialised at \$82 million, \$44 million greater than the budgeted amount of \$38 million.

#### Other Operating Expenses

Operating expenses were \$2.7 million higher than budget as a result of:

- personnel costs were \$2.3 million higher than budget, mainly due to annual leave and external contractors running higher than what had been budgeted.
- Insurance was \$208k over budget, as the sum insured and premium rates continue to escalate.
- Depreciation was over budget by \$0.1 million.

#### Unrealised gain on financial derivatives

Council's unrealised gain on revaluation of financial derivatives was \$4.4 million lower than budget. This reflects that at the time the budget was set a lower interest rate was used for our swap contracts than the interest rate that existed at balance date.

#### Unrealised gain from revaluation of property, plant and equipment

Unrealised gain from revaluation of property, plant and equipment was \$19 million higher than budget. The market movement for the water assets was greater than budget reflective of the inflationary pressures within the economy.

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### Statement of financial position

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#### Non-current assets:

##### Property, plant and equipment

Property, plant and equipment value was \$231 million higher than budget due mainly to vested assets (\$46 million above budget) and the unrealised gain on the assets revaluation (\$34 million above budget). In addition, the budgeted opening position was \$151 million lower than actual because June 2023 asset revaluations (completed after the 2023/24 budget was set) were higher than expected.

##### Derivative financial instruments

Derivative financial instruments (assets) were \$8.3 million at 30 June, \$4.9 million lower than budget reflecting that while the interest rate of Council's swap contracts was lower than current market rates, it was higher than the interest rate budgeted.

#### Non-current liabilities

##### Borrowings

The non-current portion of borrowings were \$5 million higher than budget, mainly due to capital expenditure being higher than budgeted during the year.

##### Public Equity

Total public equity was \$209 million higher than budget due to higher than expected revaluations of property, plant, and equipment (\$146 million), and higher than budgeted trade and other payables (\$24 million). The overall net operating surplus was greater than budget by \$34 million.



## 28. Contingencies

### Assets

During the 2023–24 Financial year, Council purchased land for the construction of a road linking Kāpiti Road and Ihakara Street. The purchase was made under a Public Works Agreement, which also entitles Council to receive a betterment value of \$2.7 million upon construction of the road. Given the uncertain timing of construction this amount has not been recognised as a receivable in the June 2024 financial statements.

### Liabilities

#### Guarantees and uncalled capital

Council is one of 30 local government shareholders of the LGFA (2023: 30) in addition to the Crown, and uncalled capital of \$100,000 as at 30 June 2024. 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, Council is a guarantor of all LGFA's borrowings. At 30 June 2024, LGFA had borrowings totalling \$23 billion (2023: \$17.7 billion).

Financial reporting standards require Council to recognise the guarantee liability at fair value. However, Council has been unable to determine a sufficiently reliable fair value for the guarantee, and therefore has not recognised a liability. 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. During the 2023–24 financial year, the Council was required to pay \$0.2m for historic claims.

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 2024

## 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.

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:

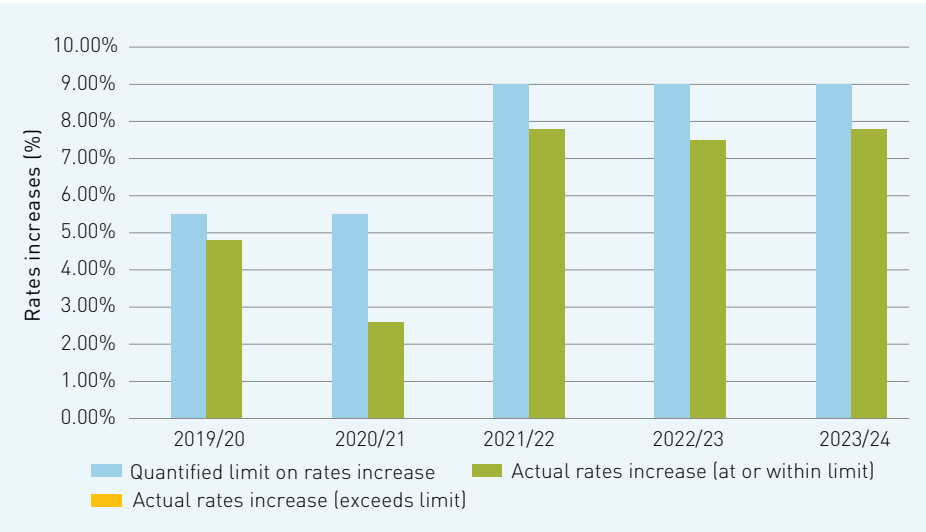
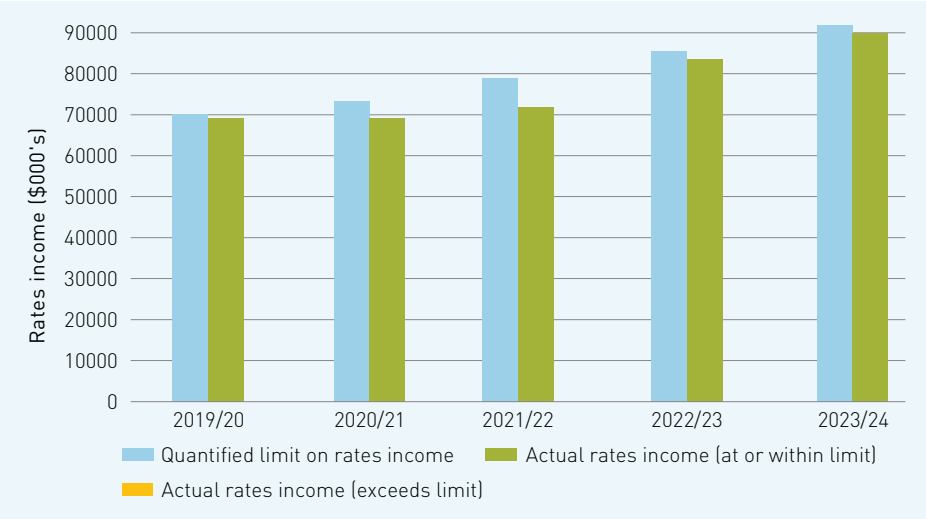
- its actual rates income equals or is less than each quantified limit on rates, and
- its actual rates increases equal or are less than each quantified limit on rates increases.

## 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 \$320 million at 30 June 2024 which includes total prefunding of \$60 million. Net debt (after deducting term deposits, borrower notes and cash) at year end is \$244.6 million (refer to Note 17.), which is within the borrowings limit.

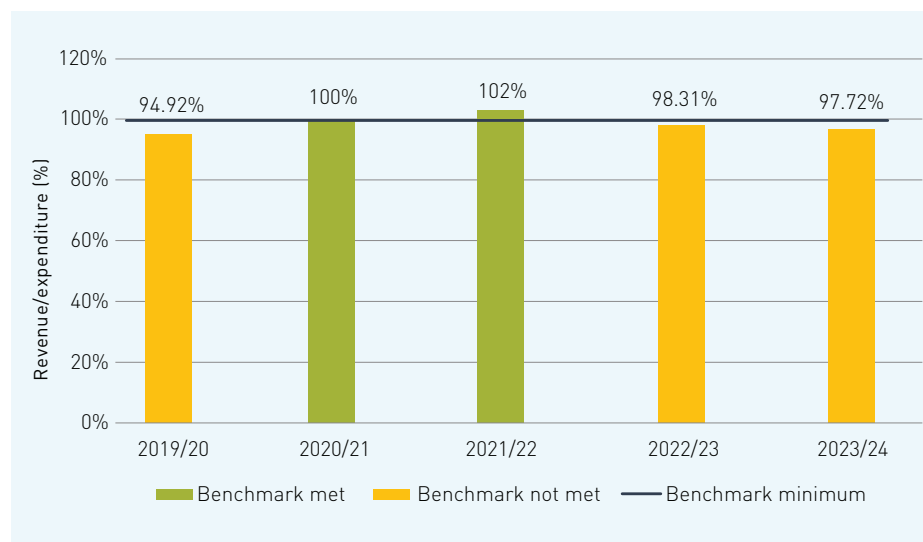


## Balanced budget

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.

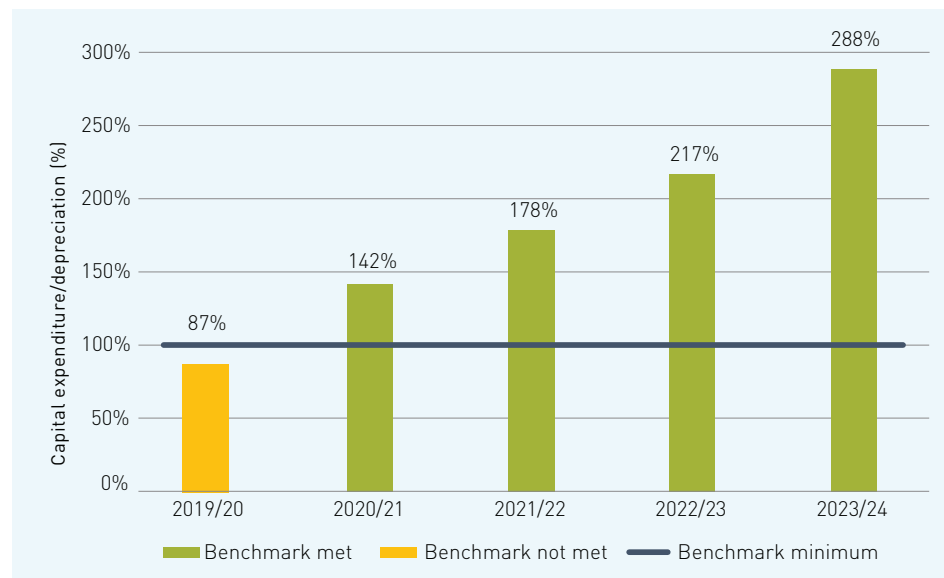
The Balanced Budget benchmark was not met because grant revenue from NZTA was down due to less spending on renewal access and transportation capital projects. The overall inflation effect on Council expenditure was higher than forecast which has also impacted on this benchmark.



## 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.

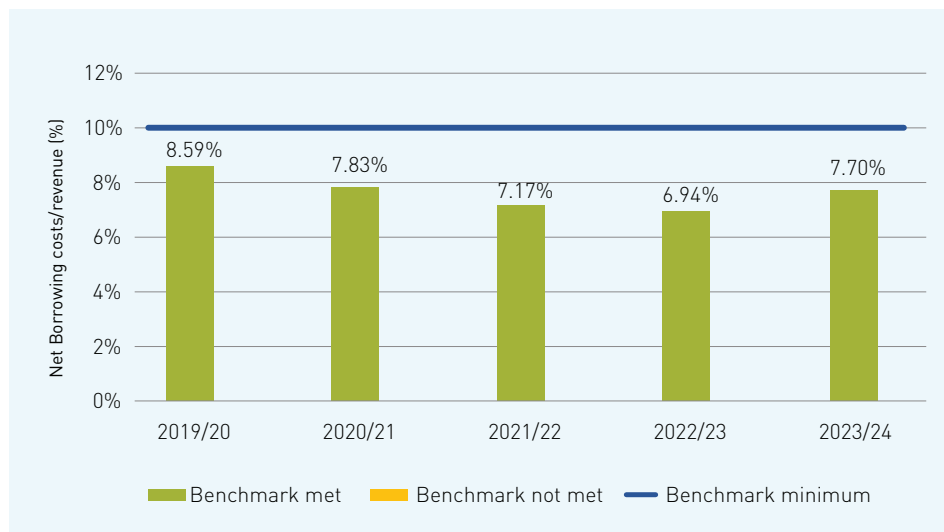
Council meets this benchmark if its capital expenditure on network services equals or is greater than depreciation on network services.



## 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 percent of its revenue.

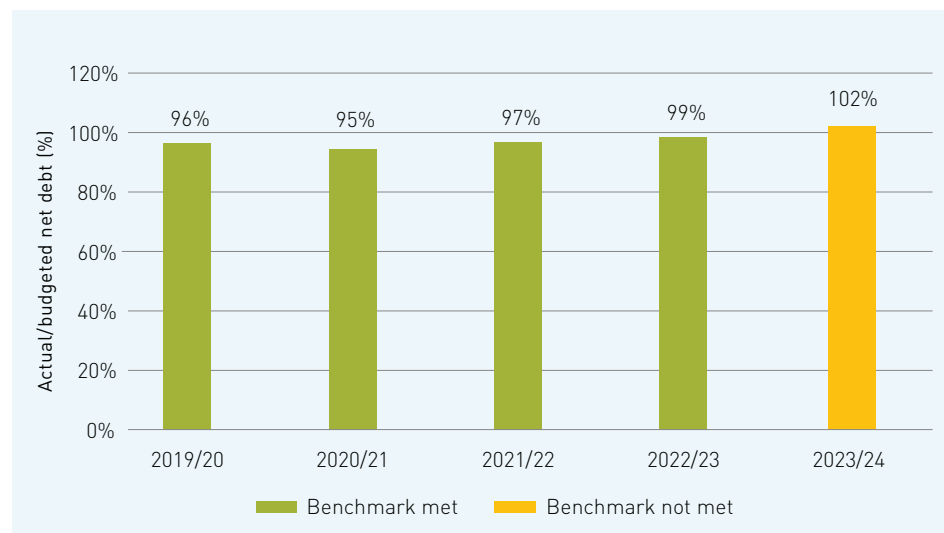


## Debt control

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.

Council had forecast net debt as \$240 million but the actual result was \$245 million in borrowings.

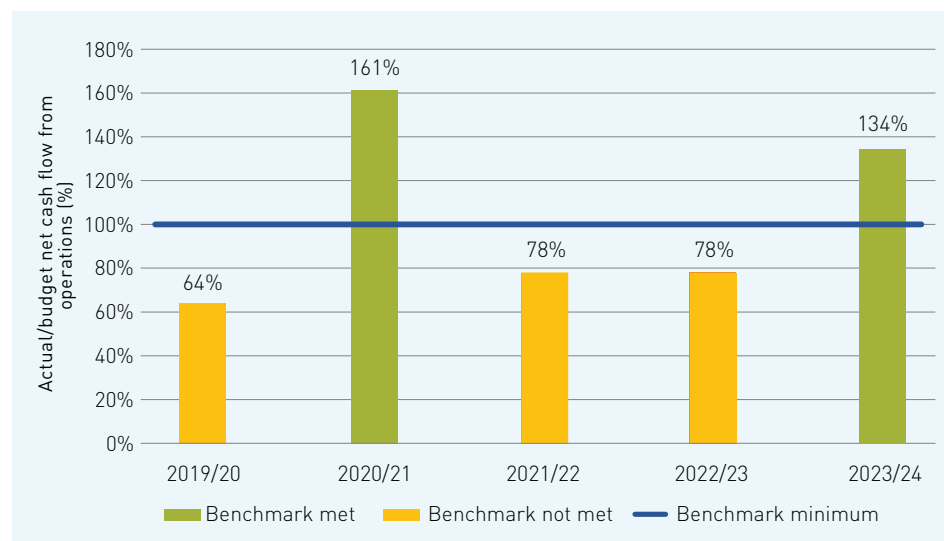


## Operations control

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.

The Operations Control benchmark was achieved.



# Funding impact statements per activity

## Water Management funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General Rate, Uniform Annual General Charge, Rates Penalties	-	-	(281)
Targeted rates	9,559	10,640	9,469
Grants and subsidies for operating purposes	-	-	-
Fees and charges	44	45	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	609
<b>Total operating funding</b>	<b>9,603</b>	<b>10,685</b>	<b>9,797</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	4,096	4,028	4,057
Finance costs	850	1,441	1,373
Internal charges and overheads applied	1,081	1,304	970
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>6,026</b>	<b>6,774</b>	<b>6,400</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>3,576</b>	<b>3,911</b>	<b>3,397</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	5,145	3,173
Development and financial contributions	1,000	893	1,450
Increase (decrease) in debt	16,728	16,610	14,065
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>17,728</b>	<b>22,648</b>	<b>18,688</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	2,417	2,340	7,188
> to improve the level of service	16,728	19,415	10,051
> to replace existing assets	(399)	1,945	1,751
Increase (decrease) in reserves	2,558	2,860	3,096
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>21,304</b>	<b>26,560</b>	<b>22,085</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(3,576)</b>	<b>(3,911)</b>	<b>(3,397)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Access and Transport funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	172	546	3,151
Targeted rates	9,301	12,097	12,153
Grants and subsidies for operating purposes	2,509	2,581	2,547
Fees and charges	151	209	69
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	49,720	38,306	3,477
<b>Total operating funding</b>	<b>61,852</b>	<b>53,740</b>	<b>21,396</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	5,656	5,802	6,010
Finance costs	2,215	3,252	5,879
Internal charges and overheads applied	649	829	938
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>8,520</b>	<b>9,884</b>	<b>12,827</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>53,332</b>	<b>43,856</b>	<b>8,569</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	10,932	5,633	4,302
Development and financial contributions	490	433	602
Increase (decrease) in debt	3,811	7,951	14,245
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>15,233</b>	<b>14,017</b>	<b>19,148</b>
<b>Applications of capital funding</b>			
Capital expenditure			
>to meet additional demand	1,009	600	1,240
>to improve the level of service	10,522	10,278	14,183
>to replace existing assets	7,424	6,004	6,202
Increase (decrease) in reserves	49,609	40,991	6,093
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>68,565</b>	<b>57,873</b>	<b>27,718</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(53,332)</b>	<b>(43,856)</b>	<b>(8,569)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Coastal Management funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	2,139	3,256	2,213
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	-	-	25
<b>Total operating funding</b>	<b>2,139</b>	<b>3,256</b>	<b>2,238</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	784	1,471	1,326
Finance costs	310	510	72
Internal charges and overheads applied	380	538	164
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>1,473</b>	<b>2,518</b>	<b>1,562</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>666</b>	<b>738</b>	<b>676</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	531	1,201	129
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>531</b>	<b>1,201</b>	<b>129</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	531	1,201	129
> to replace existing assets	4,601	6,246	1,028
Increase (decrease) in reserves	(3,935)	(5,507)	(352)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>1,197</b>	<b>1,939</b>	<b>805</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(666)</b>	<b>(738)</b>	<b>(676)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Wastewater Management funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	-	-	644
Targeted rates	9,159	9,214	9,207
Grants and subsidies for operating purposes	-	1,220	2,176
Fees and charges	-	1	69
Internal charges and overheads recovered	1,481	1,593	1,013
Local authorities fuel tax, fines, infringement fees, and other	-	-	39
<b>Total operating funding</b>	<b>10,640</b>	<b>12,028</b>	<b>13,148</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	5,429	5,711	5,159
Finance costs	21	162	108
Internal charges and overheads applied	1,827	2,135	1,820
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>7,277</b>	<b>8,008</b>	<b>7,086</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>3,363</b>	<b>4,020</b>	<b>6,062</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	984	144
Development and financial contributions	195	141	305
Increase (decrease) in debt	3,104	4,274	4,165
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>3,299</b>	<b>5,399</b>	<b>4,614</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	1,908	2,183	454
> to improve the level of service	3,104	3,075	3,855
> to replace existing assets	2,633	3,285	2,463
Increase (decrease) in reserves	(984)	877	3,904
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>6,661</b>	<b>9,419</b>	<b>10,676</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(3,363)</b>	<b>(4,020)</b>	<b>(6,062)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Stormwater Management funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	1,922	1,603	(1,341)
Targeted rates	2,726	2,266	2,258
Grants and subsidies for operating purposes	-	1,965	699
Fees and charges	-	0	0
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	1,513
<b>Total operating funding</b>	<b>4,648</b>	<b>5,835</b>	<b>3,129</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	2,414	2,545	1,081
Finance costs	1,100	1,964	4,320
Internal charges and overheads applied	367	534	346
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>3,882</b>	<b>5,043</b>	<b>5,746</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>767</b>	<b>792</b>	<b>(2,617)</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	92
Development and financial contributions	166	226	318
Increase (decrease) in debt	5,790	5,918	12,396
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>5,956</b>	<b>6,144</b>	<b>12,807</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	598	562	1,195
> to improve the level of service	5,790	5,357	11,293
> to replace existing assets	(9)	1,067	914
Increase (decrease) in reserves	344	(48)	(3,213)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>6,723</b>	<b>6,937</b>	<b>10,190</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(767)</b>	<b>(792)</b>	<b>2,617</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Sustainability & Resilience funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	1,283	1,478	2,793
Targeted rates	-	-	(65)
Grants and subsidies for operating purposes	-	-	-
Fees and charges	760	1,024	1,581
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
<b>Total operating funding</b>	<b>2,044</b>	<b>2,502</b>	<b>4,309</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	1,300	1,524	2,141
Finance costs	92	88	-
Internal charges and overheads applied	488	711	1,411
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>1,880</b>	<b>2,323</b>	<b>3,552</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>163</b>	<b>179</b>	<b>757</b>
<b>Sources of capital funding</b>			
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	-	-	-
<b>Total sources of capital funding</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	631	114	703
Increase (decrease) in reserves	(467)	65	54
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>163</b>	<b>179</b>	<b>757</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(163)</b>	<b>(179)</b>	<b>(757)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Economic Development funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	2,571	3,340	1,498
Targeted rates	565	-	661
Grants and subsidies for operating purposes	285	475	285
Fees and charges	176	11	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	114
<b>Total operating funding</b>	<b>3,598</b>	<b>3,826</b>	<b>2,558</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	3,119	3,336	1,894
Finance costs	80	(60)	325
Internal charges and overheads applied	396	549	640
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>3,595</b>	<b>3,826</b>	<b>2,859</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>3</b>	<b>-</b>	<b>(302)</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	1,115	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	1,996	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>3,111</b>	<b>-</b>	<b>-</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	3,111	-	-
> to replace existing assets	-	-	-
Increase (decrease) in reserves	3	-	(302)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>3,114</b>	<b>-</b>	<b>(302)</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(3)</b>	<b>-</b>	<b>302</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Community Facilities funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	958	1,037	2,247
Targeted rates	4,465	4,333	3,932
Grants and subsidies for operating purposes	-	-	-
Fees and charges	1,360	1,639	1,662
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	5	5	52
<b>Total operating funding</b>	<b>6,788</b>	<b>7,013</b>	<b>7,892</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	3,058	2,718	3,615
Finance costs	377	715	128
Internal charges and overheads applied	1,268	1,295	1,253
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>4,703</b>	<b>4,729</b>	<b>4,996</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>2,085</b>	<b>2,285</b>	<b>2,896</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	1,945	-	195
Development and financial contributions	400	363	509
Increase (decrease) in debt	3,790	1,822	4,267
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>6,135</b>	<b>2,184</b>	<b>4,970</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	5,735	1,822	4,461
> to replace existing assets	4,383	6,015	3,691
Increase (decrease) in reserves	(1,898)	(3,368)	(286)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>8,220</b>	<b>4,469</b>	<b>7,866</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(2,085)</b>	<b>(2,285)</b>	<b>(2,896)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Community Support funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	3,070	3,165	1,738
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	100	15
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
<b>Total operating funding</b>	<b>3,070</b>	<b>3,265</b>	<b>1,752</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	2,270	2,430	1,252
Finance costs	10	14	-
Internal charges and overheads applied	790	822	503
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>3,070</b>	<b>3,265</b>	<b>1,755</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>-</b>	<b>-</b>	<b>(3)</b>
<b>Sources of capital funding</b>			
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	-	-	-
<b>Total sources of capital funding</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	(3)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>-</b>	<b>-</b>	<b>(3)</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>-</b>	<b>-</b>	<b>3</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Parks and Open Spaces funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	201	174	1,073
Targeted rates	6,812	7,374	7,524
Grants and subsidies for operating purposes	-	-	31
Fees and charges	509	533	558
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	39
<b>Total operating funding</b>	<b>7,522</b>	<b>8,081</b>	<b>9,225</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	3,422	3,623	4,263
Finance costs	260	445	98
Internal charges and overheads applied	1,900	1,995	2,566
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>5,582</b>	<b>6,064</b>	<b>6,927</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>1,939</b>	<b>2,017</b>	<b>2,298</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	1,698	1,807	2,657
Increase (decrease) in debt	3,143	4,064	3,163
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>4,841</b>	<b>5,871</b>	<b>5,820</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	1,263	1,498
> to improve the level of service	3,143	4,064	2,527
> to replace existing assets	3,389	2,685	1,584
Increase (decrease) in reserves	248	(124)	2,510
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>6,780</b>	<b>7,888</b>	<b>8,118</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(1,939)</b>	<b>(2,017)</b>	<b>(2,298)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Recreation and Leisure funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	796	1,301	1,252
Targeted rates	10,084	10,566	10,554
Grants and subsidies for operating purposes	50	379	373
Fees and charges	1,803	1,889	1,903
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	25	-	759
<b>Total operating funding</b>	<b>12,757</b>	<b>14,134</b>	<b>14,841</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	7,663	8,582	8,566
Finance costs	883	875	2,109
Internal charges and overheads applied	2,608	2,727	3,991
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>11,154</b>	<b>12,184</b>	<b>14,666</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>1,603</b>	<b>1,951</b>	<b>174</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	86	168	999
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>86</b>	<b>168</b>	<b>999</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	86	168	999
> to replace existing assets	2,194	2,850	1,019
Increase (decrease) in reserves	(591)	(899)	(845)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>1,690</b>	<b>2,119</b>	<b>1,173</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(1,603)</b>	<b>(1,951)</b>	<b>(174)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Districtwide Planning funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	3,687	4,023	6,143
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	450	363
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	1
<b>Total operating funding</b>	<b>3,687</b>	<b>4,473</b>	<b>6,508</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	2,991	3,600	4,172
Finance costs	-	-	-
Internal charges and overheads applied	578	873	2,336
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>3,569</b>	<b>4,473</b>	<b>6,508</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>118</b>	<b>-</b>	<b>-</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	974	1,000	297
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>974</b>	<b>1,000</b>	<b>297</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	1,091	1,000	297
> to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	-
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>1,091</b>	<b>1,000</b>	<b>297</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(118)</b>	<b>-</b>	<b>-</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Regulatory Services funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	5,173	5,861	7,680
Targeted rates	-	-	(2)
Grants and subsidies for operating purposes	-	-	120
Fees and charges	5,959	6,232	4,948
Internal charges and overheads recovered	893	1,374	-
Local authorities fuel tax, fines, infringement fees, and other	154	98	114
<b>Total operating funding</b>	<b>12,179</b>	<b>13,565</b>	<b>12,860</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	7,705	8,495	7,192
Finance costs	9	10	-
Internal charges and overheads applied	4,441	5,027	5,576
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>12,156</b>	<b>13,531</b>	<b>12,767</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>23</b>	<b>34</b>	<b>92</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	41	36
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>-</b>	<b>41</b>	<b>36</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	41	36
> to replace existing assets	-	-	-
Increase (decrease) in reserves	23	34	92
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>23</b>	<b>76</b>	<b>129</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(23)</b>	<b>(34)</b>	<b>(92)</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Governance funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	4,236	4,269	2,958
Targeted rates	579	374	376
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	41	-	15
<b>Total operating funding</b>	<b>4,856</b>	<b>4,643</b>	<b>3,349</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	3,265	2,878	2,255
Finance costs	6	7	-
Internal charges and overheads applied	1,834	1,793	1,133
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>5,104</b>	<b>4,678</b>	<b>3,388</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>(248)</b>	<b>(35)</b>	<b>(40)</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	-	(455)
Gross proceeds from sale of assets	-	-	455
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	57	-	20
Increase (decrease) in reserves	(305)	(35)	(60)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>(248)</b>	<b>(35)</b>	<b>(40)</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>248</b>	<b>35</b>	<b>40</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Tangata Whenua funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	1,067	1,282	1,934
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	-	-	13
<b>Total operating funding</b>	<b>1,067</b>	<b>1,282</b>	<b>1,947</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	864	1,070	1,221
Finance costs	-	-	-
Internal charges and overheads applied	203	212	726
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>1,067</b>	<b>1,282</b>	<b>1,947</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	3	168	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>3</b>	<b>168</b>	<b>-</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	3	168	-
> to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	-
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>3</b>	<b>168</b>	<b>-</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Corporate funding impact statement for the year ended 30 June 2024

	2022/23 Budget \$000	2023/24 Budget \$000	2023/24 Actual \$000
<b>Sources of operating funding</b>			
General rate, uniform annual general charge, rates penalties	3,573	(161)	(616)
Targeted rates	-	-	(662)
Grants and subsidies for operating purposes	-	-	13
Fees and charges	296	308	320
Internal charges and overheads recovered	23,129	25,667	35,684
Local authorities fuel tax, fines, infringement fees, and other	3,593	4,012	617
<b>Total operating funding</b>	<b>30,591</b>	<b>29,825</b>	<b>35,355</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	20,319	20,207	26,284
Finance costs	2,770	3,415	-
Internal charges and overheads applied	6,693	7,289	12,326
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>29,782</b>	<b>30,911</b>	<b>38,610</b>
<b>SURPLUS/DEFICIT OF OPERATING FUNDING</b>	<b>809</b>	<b>(1,086)</b>	<b>(3,254)</b>
<b>Sources of capital funding</b>			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	2,803	3,699	1,942
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding</b>	<b>2,803</b>	<b>3,699</b>	<b>1,942</b>
<b>Applications of capital funding</b>			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	2,803	3,699	1,942
> to replace existing assets	1,215	1,013	928
Increase (decrease) in reserves	(406)	(2,099)	(4,182)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding</b>	<b>3,612</b>	<b>2,613</b>	<b>(1,312)</b>
<b>SURPLUS/DEFICIT OF CAPITAL FUNDING</b>	<b>(809)</b>	<b>1,086</b>	<b>3,254</b>
<b>FUNDING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>



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# Governance

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## 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.

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## Elected members

The Kāpiti 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



**Glen Cooper**

Paraparaumu Ward Councillor  
glen.cooper@Kapiticoast.govt.nz



**Kathy Spiers**

Paraparaumu Ward Councillor  
kathy.spiers@Kapiticoast.govt.nz



**Lawrence Kirby**

Deputy Mayor and Districtwide Councillor  
lawrence.kirby@Kapiticoast.govt.nz



**Martin Halliday**

Paraparaumu Ward Councillor  
martin.halliday@Kapiticoast.govt.nz



**Shelly Warwick**

Ōtaki Ward Councillor  
shelly.warwick@Kapiticoast.govt.nz



**Rob Kofoed**

Districtwide Councillor  
rob.kofoed@Kapiticoast.govt.nz



**Sophie Handford**

Paekākāriki-Raumati Ward Councillor  
sophie.handford@Kapiticoast.govt.nz



**Nigel Wilson**

Waikanae Ward Councillor  
nigel.wilson@Kapiticoast.govt.nz



**Liz Koh**

Districtwide Councillor  
liz.koh@Kapiticoast.govt.nz



**Jocelyn Prvanov**

Waikanae Ward Councillor  
jocelyn.prvanov@Kapiticoast.govt.nz

## Community boards

Supporting the Council are 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.

Community Board representatives are also nominated as representatives to Council and committees where they can contribute to the debate, which ensures 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 (to Te Horo Beach Road and School Road), Ōtaki and north to Forest Lakes.

Simon Black, Deputy Chair  
simon.black@kapiticoast.govt.nz

Cam Butler, Chair  
cam.butler@kapiticoast.govt.nz

Jackie 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.

Tonchi Begovich  
tonchi.begovich@kapiticoast.govt.nz

Michelle Lewis  
michelle.Lewis@kapiticoast.govt.nz

Richard Mansell, Chair  
richard.mansell@kapiticoast.govt.nz

Michael Moore, Deputy Chair  
michael.moore@kapiticoast.govt.nz



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### Paraparaumu Community Board

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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.

Guy Burns, Deputy Chair  
guy.burns@kapiticoast.govt.nz

Glen Olsen, Chair  
glen.olsen@kapiticoast.govt.nz

Bernie Randall  
bernie.randall@kapiticoast.govt.nz

Karl Webber  
karl.webber@kapiticoast.govt.nz

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### Raumati Community Board

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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.

Johnny Best, Deputy Chair  
johnny.best@kapiticoast.govt.nz

Bede Laracy, Chair  
bede.laracy@kapiticoast.govt.nz

Tarn Sheerin  
tarn.sheerin@kapiticoast.govt.nz

Tim Sutton  
tim.sutton@kapiticoast.govt.nz

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### Paekākāriki Community Board

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The Paekākāriki Community Board covers an area up to Whareroa Stream in the north, down to Fisherman's Table in the south.

Christian Judge  
christian.judge@kapiticoast.govt.nz

Kelsey Lee, Deputy Chair  
(elected Chair in February 2024)  
kelsey.lee@kapiticoast.govt.nz

Sean McKinley, Chair  
(stepped down as Chair in February 2024)  
sean.mckinley@kapiticoast.govt.nz

Sorcha Ruth  
(elected Deputy Chair in February 2024)  
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 and subcommittees, to meet regularly to discuss matters within their delegation and/or make recommendations to the Council.

For the 2023/2024 financial year there were 18 Council meetings, 28 committee meetings and 13 subcommittee meetings.

## Committees for the 2022–25 triennium

As well as Council and community boards, committees are established each new triennium to better channel Council's resources for an efficient governance structure. For the 2022–2025 triennium these are:

- Strategy, Operations and Finance Committee  
Chair Councillor Sophie Handford
- Risk and Assurance Committee  
Independent Chair David Shand
- Social Sustainability Subcommittee  
Chair Councillor Martin Halliday
- Climate and Environment Subcommittee  
Chair Councillor Jocelyn Prvanov

- Chief Executive Performance and Employment Committee  
Chair Mayor Janet Holborow
- Appeals Hearing Committee  
Chair Mayor Janet Holborow
- Campe Estate Committee  
Chair Mayor Janet Holborow
- Grants Allocation Committee  
Chair Councillor Nigel Wilson

## Te Whakaminenga o Kāpiti

Te Whakaminenga o Kāpiti is the independent advisory committee representing Council's partnership with the three iwi and hapū on the Kāpiti Coast: Ātiawa ki Whakarongotai Charitable Trust, Ngā Hapū o Ōtaki (Ngāti Raukawa ki Te Tonga) and Ngāti Toa Rangatira. Council's Memorandum of Partnership with iwi and hapū is one of the longest-lasting partnership agreements between mana whenua and local government in New Zealand. During the 2023/2024 financial year, five Te Whakaminenga o Kāpiti meetings were 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, committee, and subcommittee 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 for the 2023/2024 financial year are:

- André Baker, Chair, Te Whakaminenga o Kāpiti (until June 2024)
- Kim Tahiwai, Chair, Te Whakaminenga o Kāpiti (appointed in June 2024)
- representatives from Ātiawa ki Whakarongotai – André Baker (until June 2024) Janine Huxford and Frank Hippolite (from June 2024)
- representatives from Ngā Hapū o Ōtaki – Denise Hapeta, Kirsten Hapeta and Kim Tahiwai
- representative from Ngāti Toa Rangatira – Huriwai Paki

Council also appointed Oriwia Raureti (Ngā Hapū o Ōtaki) to the Risk and Assurance Committee in May 2023. Oriwia resigned from the committee in May 2024.

## Meeting attendance for 2023/24

### Council (18 meetings)

Member	Attended	Absent (Leave)	Absent (Apology)
Mayor Janet Holborow	18	0	0
Deputy Mayor Lawrence Kirby	18	0	0
Cr Glen Cooper	16	0	2
Cr Martin Halliday	18	0	0
Cr Sophie Handford	18	0	0
Cr Rob Kofoed	15	3	0
Cr Liz Koh	17	1	0
Cr Jocelyn Prvanov	16	2	0
Cr Kathy Spiers	17	0	1
Cr Shelly Warwick	17	0	1
Cr Nigel Wilson	18	0	0

### Strategy, Operations and Finance Committee (10 meetings)

Member	Attended	Absent (Leave)	Absent (Apology)
Cr Sophie Handford (Chair)	9	1	0
Cr Liz Koh (Deputy Chair)	9	0	1
Mayor Janet Holborow	9	0	1
Deputy Mayor Lawrence Kirby	8	2	0
Cr Glen Cooper	6	2	1
Cr Martin Halliday	10	0	0
Cr Rob Kofoed	6	2	2
Cr Jocelyn Prvanov	9	1	0
Cr Kathy Spiers	8	0	2
Cr Shelly Warwick	8	1	1
Cr Nigel Wilson	10	0	0
Ātiawa ki Whakarongotai appointed representative	2	0	2
Ngā Hapū o Ōtaki appointed representative Kim Tahiwai	10	0	0
Ngāti Toa Rangatira appointed representative Huriwai Paki	2	0	2

### Risk and Assurance Committee (5 meetings)

Member	Attended	Absent (Leave)	Absent (Apology)
Independent Member David Shand (Chair)	5	0	0
Independent member David Cochrane	5	0	0
Mayor Janet Holborow	5	0	0
Deputy Mayor Lawrence Kirby	5	0	0
Cr Glen Cooper	5	0	0
Cr Liz Koh	4	1	0
Cr Jocelyn Prvanov	4	1	0
Ngā Hapū appointed representative Oriwia Raureti (Resigned 13 May)	3	0	1

### Chief Executive Performance and Employment Committee (4 meetings)

Member	Attended	Absent (Leave)	Absent (Apology)
Mayor Janet Holborow (Chair)	4	0	0
Deputy Mayor Lawrence Kirby (Deputy Chair)	4	0	0
Cr Glen Cooper	4	0	0
Cr Sophie Handford	4	0	0

### Campe Estate (3 meetings)

Member	Attended	Absent (Leave)	Absent (Apology)
Mayor Janet Holborow (Chair)	2	0	1
Chief Executive Darren Edwards	3	0	0
Cr Sophie Handford	3	0	0

### Social Sustainability Subcommittee (8 meetings)

Member	Attended	Absent (Leave)	Absent (Apology)
Cr Martin Halliday (Chair)	8	0	0
Cr Rob Kofoed (Deputy Chair)	5	2	1
Mayor Janet Holborow	5	0	3
Deputy Mayor Lawrence Kirby	8	0	0
Cr Kathy Spiers	8	0	0
Cr Nigel Wilson	8	0	0
Ātiawa ki Whakarongotai appointed representative	0	0	0
Ngā Hapū o Ōtaki appointed representative Kim Tahiwai	7	0	1
Ngāti Toa Rangatira appointed representative Huriwai Paki	1	0	0
Jonny Best (Raumati Community Board)	8	0	0
Guy Burns (Paraparaumu Community Board)	3	1	1
Jackie Elliott (Ōtaki Community Board)	3	0	1
Michael Moore (Waikanae Community Board)	5	0	1
Sorcha Ruth (Paekākāriki Community Board)	4	0	2

### Climate and Environment Subcommittee (5 meetings)

Member	Attended	Absent (Leave)	Absent (Apology)
Cr Jocelyn Prvanov (Chair)	5	0	0
Cr Sophie Handford (Deputy Chair)	5	0	0
Mayor Janet Holborow	3	0	2
Cr Glen Cooper	3	1	0
Cr Liz Koh	5	0	0
Cr Shelly Warwick	4	0	1
Ātiawa ki Whakarongotai appointed representative	0	0	0
Ngā Hapū o Ōtaki appointed representative Kim Tahiwai	3	0	2
Ngāti Toa Rangatira appointed representative Huriwai Paki	1	0	0
Simon Black (Ōtaki Community Board)	5	0	0
Christian Judge (Paekākāriki Community Board)	5	0	0
Michael Moore (Waikanae Community Board)	4	0	1
Glen Olsen (Paraparaumu Community Board)	4	0	1
Tim Sutton (Raumati Community Board)	3	0	1

### Grants Allocation Committee (6 meetings as follows)

Member	Attended	Absent (Leave)	Absent (Apology)
<b>Creative Communities NZ grants (2 meetings)</b>			
Cr Glen Cooper	1	0	0
Cr Rob Kofoed	1	1	0
Tama Porter (Youth Council representative)	2	0	0
Michelle Scullion	2	0	0
Grant Stevenson (Chair)	2	0	0
Kim Tahiwai (Ngā Hapū o Ōtaki appointed representative)	1	0	0
Jennifer Turnbull	2	0	0
Cr Nigel Wilson	2	0	0
<b>Community Grants (1 meeting)</b>			
Cr Nigel Wilson (Chair)	1	0	0
Cr Glen Cooper (Deputy Chair)	1	0	0
John Hayes	1	0	0
Mayor Janet Holborow	0	0	1
Cr Rob Kofoed	1	0	0
Cr Shelly Warwick	1	0	0
Sarah Yuile	0	0	1
<b>Heritage Fund Grants (1 meeting)</b>			
Cr Nigel Wilson (Chair)	1	0	0
Cr Glen Cooper (Deputy Chair)	1	0	0
Mayor Janet Holborow	1	0	0
Cr Rob Kofoed	0	1	0
Cr Shelly Warwick	1	0	0
<b>Waste Levy Grants (1 meeting)</b>			
Cr Nigel Wilson (Chair)	1	0	0
Cr Glen Cooper (Deputy Chair)	1	0	0
Mayor Janet Holborow	0	0	1
Cr Rob Kofoed	1	0	0
Cr Jocelyn Prvanov	1	0	0
Cr Shelly Warwick	1	0	0
Kim Tahiwai (Ngā Hapū o Ōtaki appointed representative)	0	0	0
Tonchi Begovich (Waikanae Community Board)	0	0	0
Sean McKinley (Paekākāriki Community Board)	0	0	0
Chris Papps (Ōtaki Community Board)	0	0	0
Bernie Randall (Paraparaumu Community Board)	1	0	0
Tarn Sheerin (Raumati Community Board)	0	0	0

## Grants Allocation Committee (continued)

Member	Attended	Absent (Leave)	Absent (Apology)
<b>Districtwide Facilities Hire Remissions (1 meeting)</b>			
Cr Nigel Wilson (Chair)	1	0	0
Cr Glen Cooper (Deputy Chair)	1	0	0
Mayor Janet Holborow	1	0	0
Cr Rob Kofoed	0	1	0
Cr Shelly Warwick	1	0	0

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# Statement of compliance and responsibility

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# Statement of compliance and responsibility

1 July 2023 to 30 June 2024

## 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 2024 fairly reflect the financial position and operations of the Council.



**Janet Holborow**  
Mayor, Kāpiti Coast District  
31/10/2024



**Darren Edwards**  
Chief Executive  
31/10/2024

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# Independent auditor's report

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# INDEPENDENT AUDITOR'S REPORT

## TO THE READERS OF KĀPITI COAST DISTRICT COUNCIL'S ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2024

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 31 October 2024. This is the date on which we give our report.

### Opinion on the audited information

In our opinion:

- the financial statements on pages 110 to 151:
  - present fairly, in all material respects:
    - the District Council's financial position as at 30 June 2024;
    - 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 112, 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 28 to 100
  - presents fairly, in all material respects, the District Council's levels of service for each group of activities for the year ended 30 June 2024, 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 156 to 163, 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 156 to 163, 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 152 to 155, 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.

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.

## 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.

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 auditor's 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 27, 101 to 109, and 164 to 171, 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 (including International Independence Standards) (New Zealand) (PES 1)* 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 and 2024-34 Long-Term Plan, which are 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









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## Contact information

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