

# **SOUTH WAIRARAPA DISTRICT COUNCIL**

**27 AUGUST 2014**

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## **AGENDA ITEM F3**

### **CHIEF EXECUTIVE OFFICER REPORT**

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#### **Purpose of Report**

To report to Council on general activities since the last meeting.

#### **Recommendations**

The Chief Executive Officer recommends that Council:

- 1. Receive the information.*

#### **1. Executive Summary**

Planning is well under way to deliver on the actions arising from the Annual Plan. All submitters have been sent a summary of the decisions made following consideration of their submission.

There have been a number of meetings and conferences in the period since the last Council meeting and these will be summarised elsewhere in the report.

The Controller and Auditor General, Lynne Provost, met with Mayor Staples and me as part of a "relationship visit". We outlined SWDC key issues and challenges, and the Auditor General discussed her priorities for the next few years, the first will be looking at Governance and Accountability. One point Mrs Provost did emphasise was that the general audit process is designed to collect enough information to form a view that the disclosures in the Annual Report provides a "true and fair view" of the activities of SWDC. The audit processes, based around our systems, is not generally able to detect fraud – this is SWDC responsibility.

The Long Term Plan is also occupying time with good initial progress being made on preparations and some forecasting work commenced.

## 2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output

GOVERNANCE/LEADERSHIP/ADVOCACY KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	73%	NRB Survey 3 yearly*
Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	75%	62%	NRB Survey 3 yearly
Ratepayers and residents are satisfied with Council's decisions and actions	50%	76% (very or fairly satisfied)	NRB Survey 3 yearly
Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	78%	64%(very or fairly satisfied)	NRB Survey 3 yearly
Community Board decision - making reports on local issues	90%		Community Board reports and minutes
% of ratepayers and residents who know how to contact a community board member	65%	65%	NRB Survey 3 yearly
Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	65%	49%	NRB Survey 3 yearly
The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications		Maori Standing Committee minutes

### 2.1 Local Government Commission/Governance Review

The Local Government Commission (the Commission) has decided that:

*"...it will not issue any proposal during the regulated period for the 2014 general election..."*

We have been advised that the draft proposal will probably be issued mid-October with the submission process commencing around then.

The Commission are still requesting information on various matters and these are being responded to as they are received.

## 3. Strategic Planning and Policy Development

### 3.1 Meetings/Conferences

#### 3.1.1. Chief Executive Forum (2)

This provides an update on regional matters at CE level, general matters discussed are roading and rail, regional economic development and Civil Defence.

#### 3.1.2. LGNZ Conference

This was a well-attended conference held in Nelson.

Being election year there were presentations from Hon Paula Bennett, Hon John Key, and Hon David Cunliffe. One of the themes was the closer relationship between central and local government and recognition of the importance of the "regions".

As an observation there was more discussion across the board regarding regions and regional economies from many of the speakers than there has been for a number of years.

One theme that did come out was not trying to be like others – identify what makes you different and build on those attributes.

### **3.1.3. Combined Council Meeting**

This was a particularly informative meeting with presentations on the Ngati Kahungunu treaty settlement process and some interesting history on Ngati Kahungunu presence in the region.

Other presentations were from members of the Whaitua committee, Psychoactive substances committee, Wairarapa water use project, and Flood protection (GWRC).

Paul Young on generation zero, an initiative about carbon emissions.

Masterton DC also presented on Economic Development in Masterton / Wairarapa.

## **3.2 Legislation**

We continue to work toward implementation of the various legislative changes that have been enacted.

The Local Government Amendment Bill was finally enacted at the twelfth hour which now provides some certainty around reporting and other requirements for the LTP, however given the length of time this Bill took to go through the House the lead times for implementation are quite short.

A commentary on the changes proposed in the Bill was included in the last agenda for reference.

## **3.3 Wastewater Consents**

The three wastewater consents are tracking generally as planned, with Martinborough lodged and submissions have closed, Featherston has been publicly notified and submissions close 3 September. Greytown is due to be lodged in the first week of September.

The plan will now be to hear Featherston first, around the end of November, and aim to hear Martinborough and Greytown collectively at the same time early in the new year.

This general timetable was agreed during a meeting with Philip Milne, Barrister, who will be assisting SWDC on the consent process, Kerry Geange, Mark Allingham, Bill Slaon and myself.

The timetable is based around the amount of work required by both SWDC and GWRC.

## 4. Monitoring and Reporting

### 4.1 Financial Statements

Financial statements for July will not be prepared as has been the practice for the past few years (but budgets will still be monitored).

Year to date end of August will be the first financial statements issued.

### 4.2 Annual Report

The 2013/14 Annual report is required to be completed by 31 October in each year.

Due to the timing of meetings, we will circulate a draft between the 3 September and 15 October meetings.

The draft is not required to be adopted – the requirement is to adopt the final prior to the audit opinion being issued.

### 4.3 Long Term Plan

Work has commenced internally on the LTP. A timetable has been included in the Policy and Finance agenda for consideration.

### 4.4 Rates Arrears (Incl. GST)

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773
19 August 2014	\$818	592	91	\$663

We are preparing to contact all ratepayers who have balances owing from 30 June 2014. These amounts are termed arrears and we are able to recover these amounts from parties who have an interest in a property, for example banks with mortgages.

There is a three month lag between when we notify the party who has an interest and when we can demand payment.

## 5. Corporate

### 5.1 Staffing

Judy McLaughlin left SWDC after 37 years' service. Judy was our longest serving employee and carried out a number of roles during her tenure with the various local authorities. We thank Judy for her long service.

We welcome Tracy Gardiner to SWDC. Tracy will be filling the Infrastructure and Services Administrative Assistant role vacated by Kara McKelvey who has moved to the role of Infrastructure and Services Customer Administrator.

### 5.2 Collective Employment Agreement

Negotiations are continuing on a new collective, it is hoped these will conclude in a month or so.

### 5.3 Occupational Health and Safety

There were no OH & S matters since the last reporting period.

### 5.4 General Revaluation

Quotable Value will be carrying out a revaluation across the Wairarapa shortly which will provide updated valuation data for our rates database.

This valuation is specific for the rates database, the aim of which is to split up the district by property values so that rates can be calculated from a consistent and comparable base.

The revaluation will be as at 1 September 2014 and will apply to the rates database from 1 July 2014.

### 5.5 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
11 July	Resource consent Longwood water race	Information supplied.
11 July	Copy of Perception Planning report/study	Information supplied.
14 July	Address/ Title No/ Land Value and Capital Value/ Date of last sale/ Amount of last sale.	Requester redirected to Quotable Value to provide for information
17 July	Building Consents and Certificate of Acceptance applications undertaken for the installation of a Parkwood Pellett Fire at 57 Fox Street Featherston	Information supplied
13 August	Requests charges for rubbish collection, water meters and sewage collection and details of land values and rates levied.	Outstanding

Contact Officer: Paul Crimp, Chief Executive Officer