



POLICY AND FINANCE COMMITTEE

AGENDA – 20 September 2012

A Conduct of Business

The meeting will be held in the Council Chambers, 19 Kitchener Street, Martinborough and will commence at the conclusion of the District Council meeting. The meeting will be held in public (except for any items specifically noted in the agenda as being for public exclusion).

A1. Apologies

A2. Conflicts of Interest

A3. Public Participation

A4. Minutes for Confirmation: Policy & Finance Committee 8 August 2012 Pages 1-2

A5. Action Items from 8 August 2012 Page 3

B Reports

B1. Rates Remission for Recreational Buildings/Facilities Page 4-10



POLICY AND FINANCE COMMITTEE MEETING MINUTES

8 AUGUST 2012

Present: Mayor Adrienne Staples (Chairperson), Councillors Margaret Craig, Dean Davies, Mike Gray, Brian Jephson, Julie Riddell, Solitaire Robertson, Keith Sexton and Max Stevens.

In attendance: Dr Jack Dowds (Chief Executive Officer), Paul Crimp (Group Manager Corporate Support) and Suzanne Clark (Committee Secretary).

Conduct of Business: The meeting was held in the South Wairarapa District Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public between 1:30pm and 2:10pm.

A Preliminary Matters

Councillors agreed to add agenda item 'C Martinborough Town Hall Committee' to the meeting agenda.

A1. Apologies

P&F RESOLVED (P&F2012/28) to accept apologies from Cr Napier.

(Moved Cr Craig/Seconded Cr Stevens)

Carried

A2. Conflicts of Interest

No conflicts of interest were declared.

A3. Public Participation

There was no public participation.

A4. Minutes for Confirmation: Policy & Finance Committee 27 June 2012

P&F RESOLVED (P&F2012/29) that the minutes of the Policy and Finance Committee meeting held on 27 June 2012 be received and confirmed as true and correct.

(Moved Cr Robertson/Seconded Cr Gray)

Carried

A5. Action Items from 27 June 2012

P&F RESOLVED (P&F2012/30) to receive the action items from 27 June 2012.

(Moved Cr Sexton/Seconded Cr Stevens)

Carried

A6. Risk and Audit Working Party Notes 22 June 2012

P&F RESOLVED (P&F2012/31) to receive the Risk and Audit Working Party Notes from 22 June 2012.

(Moved Cr Davies/Seconded Cr Craig)

Carried

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

B Financial Statements

The Group Manager Corporate Support tabled the draft financial report to 30 June 2012, presented points of interest from the report and answered councillors’ questions relating to the reserves fund and the value of underground assets. Mr Crimp advised that within three months NCS would have all modules installed and acknowledged the effort by corporate support staff in getting to this stage.

P&F RESOLVED (P&F2012/32) to receive the tabled financial reports to 30 June 2012.

(Moved Cr Jephson/Seconded Cr Riddell)

Carried

C Martinborough Town Hall Committee

Cr Stevens tabled a discussion paper proposing an amended structure to the Martinborough Town Hall Committee given its role in the refurbishment of the Martinborough Town Hall. Mayor Staples acknowledged that the proposed change would strengthen the position of the Committee and create a less complicated path for decision making and financial approval. Martinborough Community Board have done an excellent job of providing advice and support to the Committee, however to expedite decision making councillors agreed that shortening the chain of command would assist Council’s goal for the Hall (as stated in the LTP).

P&F RESOLVED (P&F2012/33):

1. To receive the information.
2. That a Working Group is formed that has the required structure and representation that could make direct recommendations to Council.
3. That membership of the above Working Group be as follows:
 - a. 2 councillors, 2 community board members, 1 MADCAP member, 1 Martinborough Business Association member, 1 community youth, 5-6 submitters/interested citizens.
4. That the chair and a deputy chair be appointed by Council.
5. That Council provide secretarial services.
6. That a terms of reference be drawn up.

(Moved Cr Gray/Seconded Cr Craig)

Carried

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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**Policy and Finance
Action Items
From 8 August 2012**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
91	P&F	22-Feb-12	Action	Paul	Determine policies of Masterton and Carterton District Councils relating to rates remission for recreational buildings/facilities on council land	Actioned	
197	P&F	4-Apr-12	Action	Mark	Develop a series of protocols for the Waste Water Disposal Policy that help officers interpret the policy. Protocols need to cover how road openings are managed (especially on SH2), what Council will fund, and how Council will assist ratepayers who can't afford the cost of a lateral repair);	Open	8.6.12.This is work in progress and actually requires a team approach, Mark, Paul etc 25/7/12 . The policy is clear and without exceptional circumstance there is on assistance. Policy was reconfirmed on the 27 June 2012 by Council .
458	P&F	8-Aug-12	Resolution	CEO	P&F RESOLVED (P&F2012/33): 1. To receive the information. 2. That a Working Group is formed that has the required structure and representation that could make direct recommendations to Council. 3. That membership of the above Working Group be as follows: a. 2 councillors, 2 community board members, 1 MADCAP member, 1 Martinborough Business Association member, 1 community youth, 5-6 submitters/interested citizens. 4. That the chair and a deputy chair be appointed by Council. 5. That Council provide secretarial services. 6. That a Terms of Reference be drawn up. (Moved Cr Gray /Seconded Cr Craig) Carried	Open	TOR drafted.

SOUTH WAIRARAPA DISTRICT COUNCIL

20 SEPTEMBER 2012

AGENDA ITEM B1

RATES REMISSION FOR RECREATIONAL BUILDINGS/FACILITIES POLICIES

Purpose of Report

To present the remissions policies applied by Masterton District Council and Carterton District Council.

Recommendations

Officers recommend that the Committee:

1. *Receive the information.*

1. Executive Summary

Following on from the Long Term Plan process, a request for the rates remission policies on Council owned land in place for the Masterton and Carterton District Councils was made.

These are attached as Appendix 1 and 2 respectively.

2. Appendices

Appendix 1 - Rates Remission Policy – Masterton District Council

Appendix 2 - Rates Remission Policy – Carterton District Council

Contact Officer: Paul Crimp, Group Manager Corporate Support

Appendix 1 - Rates Remission Policy – Masterton District Council

MASTERTON DISTRICT COUNCIL RATES REMISSION POLICY

Application

Where a sporting or other club has a building on Council-owned land, that land is generally has reserve status and is non-rateable except for water & sewer rates.

We try and incorporate a share of those rates into any lease agreement.

For those not on reserve land, our remission policy words are copied below.

3. Rates Remission Policy

1. *Legislative Summary*

- 1.1 Section 102 (3) (a) of the Local Government Act 2002 states that the Masterton District Council may adopt a rates remission policy.
- 1.2 Section 109 of the Local Government Act 2002 states what the policy must contain.
- 1.3 Section 8 of the Local Government (Rating) Act 2002 has described all land as being rateable, unless it is specifically not rateable according to Schedule 1, Part 1, of the Act.
- 1.4 Section 8 of the Local Government (Rating) Act 2002 also lists land previously subjected to 50% mandatory remissions of rates as now being 50% non rateable.
- 1.5 Section 85 of the Local Government (Rating) Act 2002 allows the Masterton District Council to remit all or part of the rates on a rating unit if it has adopted a remission policy and is satisfied that the conditions and criteria in the policy are met.
- 1.6 Section 102 (4)(a) of the Local Government Act 2002 states that any remissions policy can only be amended as an amendment to the Long Term Plan.
- 1.7 The Council delegates to the Chief Executive Officer power to exercise the discretions available within this policy. The Council further delegates the power to exercise discretions for specific policies within this document to the Finance Manager and Senior Rates Officer as per the schedule of delegations.
- 1.8 The Ratepayer must apply in writing for consideration under the following policies. All such considerations will be effective from the rating year immediately after the year in which application is made.

2. **Remission Policy**

- 2.1 The Masterton District Council has decided to remit all or part of the rates of rating units covered by the Rates Remission Policy provided that the conditions described within this policy have been met.
- 2.2 It is estimated that the cost to the Council of giving the rates remissions described in this policy will be approximately \$80,000 pa. This cost is offset by rates penalties charged.
- 2.3 Rates remissions will be provided for the following categories of rating units or under the following circumstances:
- (i) Remission of rates for community halls.
 - (ii) Remission of rates for sporting, games, branches of the arts, community care and volunteer organisations.
 - (iii) Remission of water and sewer rates on church, voluntary and charitable organisations.
 - (iv) Remission of rates on land protected for natural, historical or cultural conservation purposes.
 - (v) Remission of rate penalties.
 - (vi) Remission of Uniform Annual Charges on non-contiguous units owned by the same owner.
 - (vii) Remission of Uniform Annual Charges on subdivisions where the unsold lots remain in common ownership.
 - (viii) Remission of land value rates on urban properties where the predominant use is farming of the land.
 - (ix) Remission of the Uniform Annual Charges on uneconomic-sized land used for power transformers and link strips.
- 2.4 The following percentages will apply:
- (i) **100%** of the total rates levied in respect of **public halls**.
 - (ii) **50%** of total rates levied, in respect of rating units or part of rating units used for games or **sports** except galloping races, harness races, or greyhound races.
 - (iii) **50%** of total rates levied in respect of rating units or part of rating units used by any branch of the **arts**.
 - (iv) **50%** of all rates, excluding water and sewer rates, levied in respect of rating units or part of rating units qualifying under the categories of **community care-type** or volunteer organisations.
 - (v) **50%** of the capital value rates for water and sewerage, levied on **churches and voluntary groups and charitable groups**.
 - (vi) **100%** of total rates levied in respect of rating units or part of rating units qualifying under the category of **natural, historical or cultural conservation properties**.
 - (vii) **50%** of land value rates in respect of **urban** rating units or parts of rating units used predominantly for **farming** or horticultural purposes.

- (viii) **50%** of uniform charges on **uneconomic sized** rating units.

3. Remissions for Community Halls, Community Care Organisations, Sporting, Branches of the Arts or Volunteer Organisations

3.1.1. Objective

3.1 The remission of rates for community, sporting and other organisations is to facilitate the ongoing provision of non-commercial community services, religious worship and non-commercial recreational opportunities for the residents of Masterton.

- 3.2 The purpose of granting rates remission to an organisation is to:
- (i) Recognise the public good contribution made by such organisations.
 - (ii) Assist the organisation's survival.
 - (iii) Make membership of the organisation more accessible to the general public, particularly disadvantaged groups. These include children, youth, young families, aged people, and economically disadvantaged people.

3.1.2. Conditions and Criteria

3.3 The remission of rates will apply to land which is used exclusively or principally for sporting, recreation, religious worship or community care purposes. The policy does not apply to organisations operated for pecuniary profit.

3.4 The policy does not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting, or community services as a secondary purpose only.

3.5 Organisations making application should include the following documents in support of their application.

- (i) Statement of objectives.
- (ii) Information on activities and programmes.
- (iii) Details of membership or clients.

3.1.3. Remission

Per 2.2 (i), (ii), (iii), (iv) and (v) above

**Appendix 2 - Rates
Remission Policy – Carterton
District Council**

CARTERTON DISTRICT COUNCIL RATES REMISSION POLICY

Remission of rates for land used by sporting, recreational and community organisations

Objectives

- To facilitate the ongoing provision of non-commercial sporting, recreational and community services that meet the needs of the residents of Carterton.
- To provide indirect financial assistance to community organisations.
- To make membership of the organisation more accessible to the general public, particularly disadvantaged groups. These include children, youth, young families, aged people and economically disadvantaged people.

Conditions and Criteria

This policy will apply to land owned by the Council, or owned and occupied by a charitable organisation, that is used exclusively or principally for sporting, recreation or community purposes.

The Council will remit 50 percent of rates, with the exception of targeted rates, for organisations that qualify under this policy. Sporting organisations will qualify for 50 percent remission regardless of whether they hold a current license under the Sale of Liquor Act 1989.

The Council will remit 100 percent of all rates for Rural Halls, to be reviewed annually to ensure that the use still remains the same.

The policy does not apply to organisations that operate for pecuniary profit or that charge tuition fees.

The policy does not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting or community services as a secondary purpose only.

Applications for remission must be made to the Council prior to the commencement of the rating year. Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be back dated.

Organisations making application should include the following documents in support of their application:

- information on activities and programmes
- details of membership
- statement of objectives.

Delegation

The Council delegates the authority to remit 50 percent of rates for sporting, recreational and community organisations to the Chief Executive and the Corporate Services Manager.