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Thursday, 8 September 2022

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council**

**Council Meeting**

*Kaupapataka*

# Vol 2 Attachments

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*Te Rā Hui:*  
Meeting date: **Thursday, 8 September 2022**

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*Te Wā:*  
Time: **1.00pm**

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*Te Wāhi:*  
Venue: **Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings**

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**HASTINGS DISTRICT COUNCIL**  
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156  
Phone **06 871 5000** | [www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)  
**TE KAUNIHERA Ā-ROHE O HERETAUNGA**

ITEM	SUBJECT	PAGE
<b>7.</b>	<b>ANIMAL CONTROL ANNUAL REPORT 2021/22</b>	
	Attachment 1: Animal Control Section 10A Report 2021/2022.pdf	3
<b>8.</b>	<b>WHAKATU WEST STORMWATER - STAGE 2 PROPOSAL</b>	
	Attachment 1: Whakatu West Stormwater PowerPoint Presentation for Meeting 20 July 2022	9
	Attachment 2: Whakatu West Stormwater Scheme - 20220720 Record of Public Meeting.pdf	25
<b>12.</b>	<b>THREE WATERS BETTER OFF SUPPORT PACKAGE TRANCHE ONE</b>	
	Attachment 1: Three-Waters-Reform-Better-Off-Support-Package-Guidance-April-2022	31



10A Report 2021/2022

**Report on the Administration of  
Hastings District Council's  
Policy and Practices in Relation to the  
Control of Dogs for the year  
1 July 2021 to 30 June 2022**

Pursuant to:  
(Section 10A of the Dog Control Act 1996)



REG-1-14-22-151

## 1. Background

This policy is made under section 10 of the Dog Control Act 1996.

Council adopted the "Dog Control" Policy 6 August 2009.

The policy underwent a review and public consultation in conjunction with the Dog Control Bylaw, August 2016 and again August 2021.

The purpose of the policy is to provide a framework for the care and control of dogs throughout Hastings district with regard to:

- a) *"the need to minimise danger, distress and nuisance to the community generally; and*
- b) *the need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults; and*
- c) *the importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs; and*
- d) *the exercise and recreational needs of dogs and their owners"*

**The anticipated outcomes of the policy are:**

- 1. Minimising the potential for danger, distress and nuisance to the community from dogs;
- 2. Promoting responsible dog ownership;
- 3. Promoting effective dog control, particularly in public places where children or families are present;
- 4. Minimising the risk of intimidation and attacks by dogs;
- 5. Promoting positive interaction between dog owners and members of the community;
- 6. Providing for the exercise and recreational needs of dogs and their owners.

Section 10A of the Dog Control Act 1996 requires Territorial Authorities to publicly report each financial year on the administration of their dog control policy and practices.

## 2. Dog Prohibited Areas

Dogs are prohibited from the following areas:

- 1. Hastings District Council Civic Building
- 2. Public Libraries
- 3. Public Swimming Pools
- 4. Children's playing areas under the control of Hastings District Council
- 5. Sports fields
- 6. Rangaiika Beach at Ocean Beach / Cape Kidnappers.

REG-1-14-22-151

Prohibited areas are established to prevent conflict with other users, or areas with sensitive ecological value. Very few complaints are received regarding non-compliance as the majority of dog owners are responsible people and comply with the requirements.

### 3 Dog Exercise and Leash Control

There are currently areas where dogs are required to be leashed and areas where they may free run (under control of the owner). Council does not provide specific dog exercise areas. Again, the majority of dog owners are responsible and considerate.

Council has the philosophy that dogs which have easy access to open spaces and are exercised regularly are less likely to display anti-social behaviour such as aggression and excessive barking. To achieve this, there is a limited number of dog prohibited areas and leash control areas other than areas of high public usage or biodiversity significance.

### 4 Dog Aggression

A focus is on encouraging dog owners to understand the true nature of dogs, to recognise the potential that all dogs have and to comply with their obligations under the Dog Control legislation, in particular Section 5(f) –

*to take all reasonable steps to ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person.*

All complaints of aggression reported to Council are given priority and are thoroughly investigated. Action ranges from written warning, infringements, menacing dog classification, dangerous dog classification or prosecution.

### 5 Dog Control Statistics

Year	Registered	Impound	Claimed
21/22	13,394	802	79.3%
20/21	13,234	877	72.3%

NB: Impounded does not include dogs relinquished

The increase in the number of dogs registered is simply a result of growth.

The claim rate is a reflection of the number of dogs suitable for adoption.

Complaints	20/21	21/22
Person Attacked	61	58
Person Rushed	136	116
Animal Attacked	108	97
Roaming	1,429	1,319
Barking	573	380
Fouling	7	1
Other	183	154
Total	2,497	2,276

Complaint numbers in all categories are down, which is a continuing trend.

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Generally when roaming dog complaints decrease, barking dog complaints increase, however the reduction in barking could be a result of more people at home with their dogs due to Covid-19.

**Other** complaints are made up of several miscellaneous topics like unleashed dogs in leash control areas, reported unregistered dogs, dangerous dogs, unmuzzled etc.

Owner Classification	20/21	21/22
Probationary owners s21	0	0
Disqualified owners s25	13	18
Menacing s33A 1b(i) – (Behaviour)	30	30
Menacing s33A 1b(ii) – (Breed Characteristics)	0	0
Menacing s33C – (Government listed breeds)	170	197
Dangerous s31 (1)(a) – (Conviction under s57)	1	1
Dangerous s31 (1)(b) – (Sworn evidence)	10	10
Dangerous s31 (1)(c) – (Owner admits in writing)	23	28

	Infringements	Prosecutions
21/22	628	14
20/21	628	10

The 14 prosecutions involved 7 dogs and 4 people.

Offence	Attack Stock	Attack Person	Failing to Control
Number	2	5	7

#### Registration categories

Category	20/21	21/22
Urban	7,088	7,128
Rural	6,513	6,362
Other	15	14
Total	13,616	13,504

#### 6 Fees

Dog registration fees are set by Council resolution.

Dog registration fees, fines and impound fees are used to fund dog control.

A reduced dog registration fee is offered to those who register their dogs before 1 August and a reduced fee is offered to those owners on the Selected Owner Scheme.

27% of the dog control activity is funded from the general fund in recognition of the public good benefit.

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## **7 Education**

Education is offered to all offenders by way of one-on-one consultation and a series of educational brochures are available.

Dog bite prevention and responsible dog ownership addresses are undertaken free of charge to schools, kindergartens and any other community groups. This training is also offered internally to HDC staff.

A copy of Council's dog control policy is available on our website together with other educational material.

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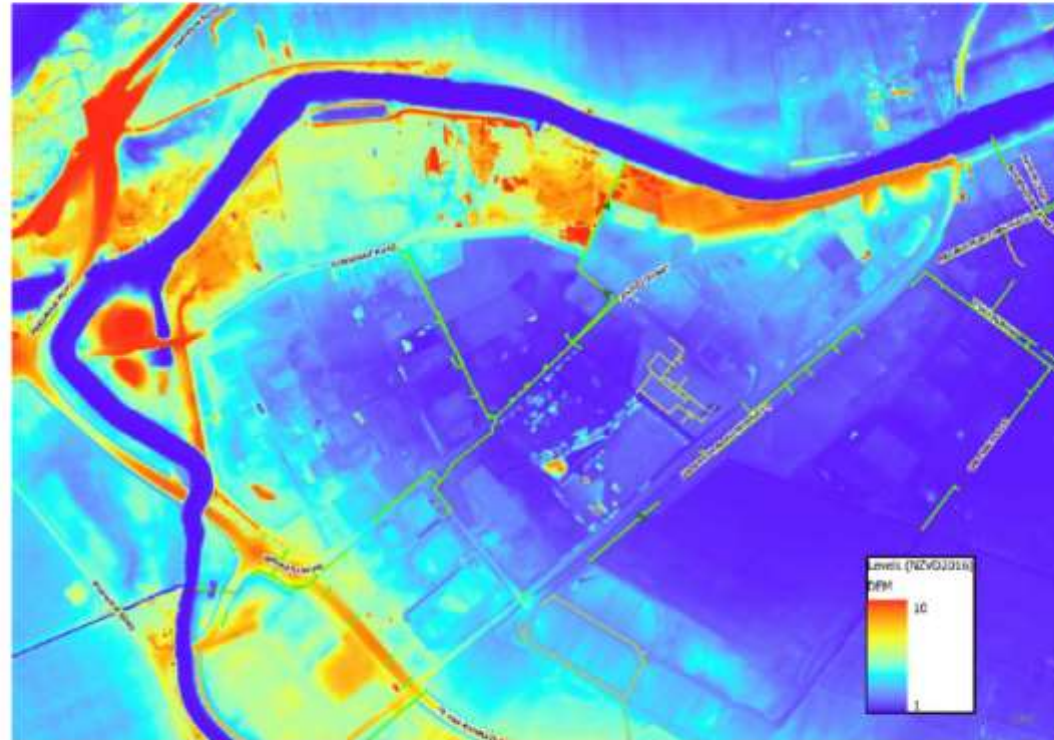




# Whakatū West Stormwater

## Agenda:

1. Why are we here?
2. Scheme overview
3. Current situation
4. Proposal for Stage 2
5. Next steps
6. Q&A





# Why are we here?

- Development has reached a critical stage that triggers a review of the stormwater scheme
- Many property owners and tenants are unaware of the scheme and how it works
- The risk of flooding in Whakatu West is not widely known
- When flooding occurs, will people be ready?
- There are options to reduce the risk of flooding (a pump station/detention area) which requires support from landowners
- Tonight is about sharing information, not to make decisions







# Whakatū West Stormwater



- 52 Hectares in scheme area
- Some properties/land exempt via existing systems or ability to discharge direct to Clive River
- Gravity pipeline 1650mm diameter pipe
- Existing works drain was part of HBRC scheme



# Scheme overview

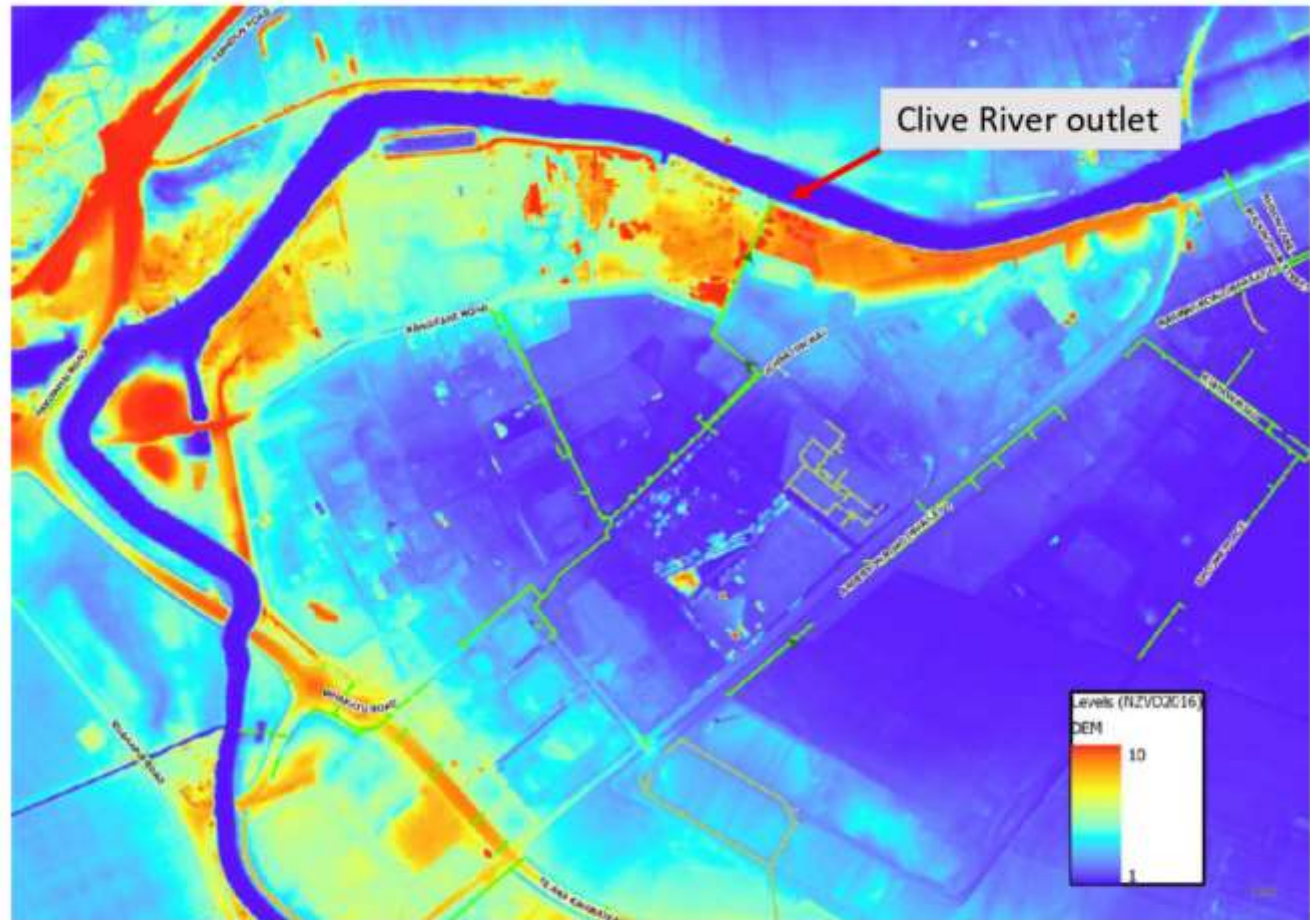
- Scheme established in 2007 (Stage 1)
- Stage 1 - gravity pipeline solution (as agreed by landowners)
- Fully funded via a targeted rate – no wider public good contribution
- Cost allocation based on property area
- Stage 2 – (future initiative) pump station to reduce frequency and extent of flooding
- Intent for landowners to commit when development was at 75% of scheme area







- Whakatū West is a basin
- Railway acts as a dam separating west and east drainage systems
- Discharge is to the Clive River
- Not a lot of freeboard for drainage





## **Flooding assessment**

### **Pipeline limitations (1 in 5 year rain event)**



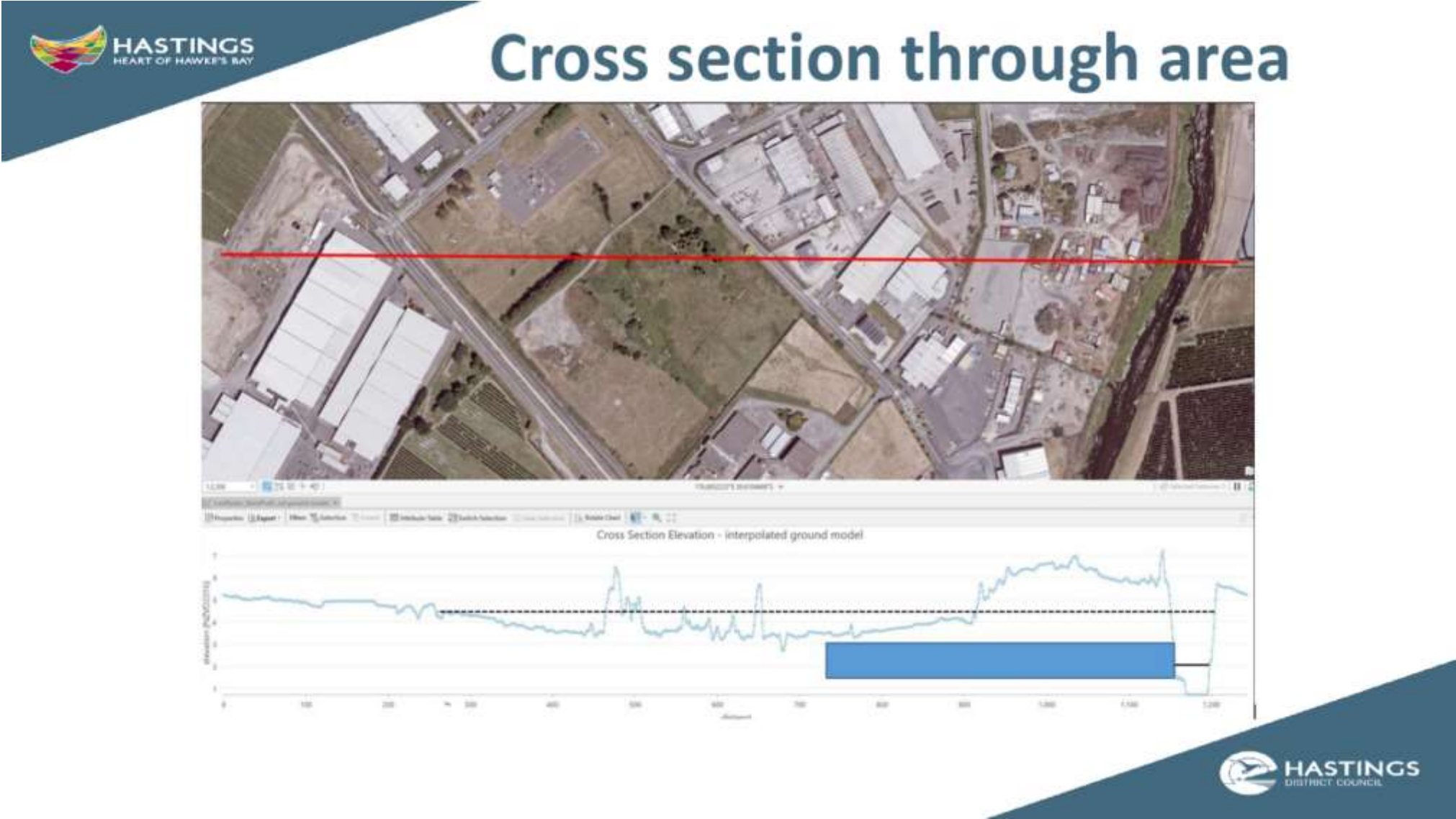
Purple – 5 year rain event  
Brown – 50 year rain event

### Gravity pipeline limitations:

1. 5 year design = 2.6 m<sup>3</sup>/s
2. Flow reduces as levels in the Clive River rise
3. Gravity discharge from the scheme can cease and flooding occurs
4. Low lying land at 28 Johnston Way bears the brunt of flooding











## Pipe outlet



- Not flooded under normal conditions
- Sea level rise will not significantly impact outlet or performance
- Potential location for a pump station (subject to access and power)



# Why we need a pump station

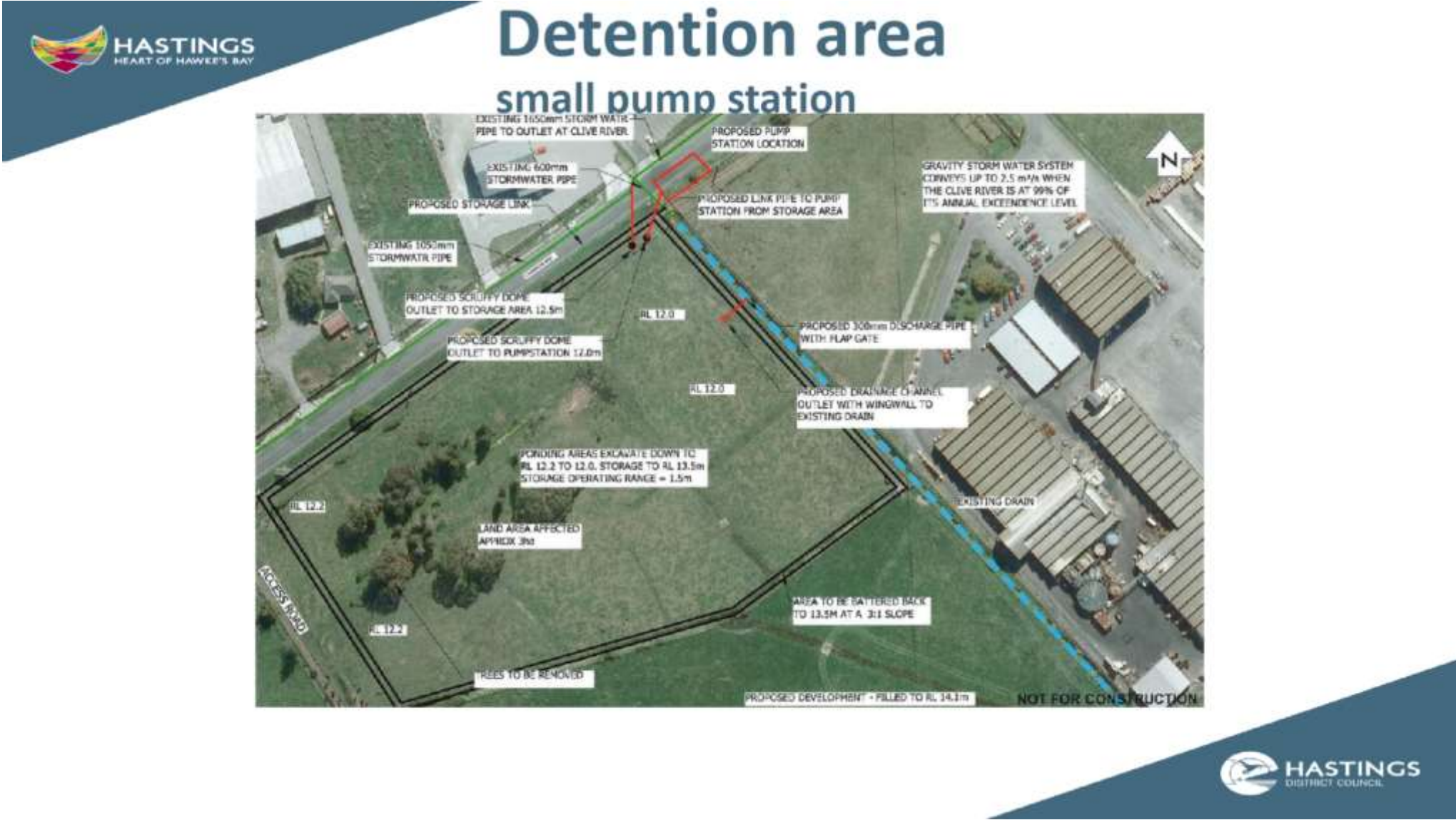
- It will move stormwater out of the system when it is not able to drain via gravity
- It will reduce the risk of flooding and inundation in Johnston Way
- It will allow more of the low lying industrial land to be developed
- We can set aside land for a purpose built detention area

But:

- It will not be needed in every rain event (the gravity system works most of the time)
- There will be ongoing operational costs and maintenance

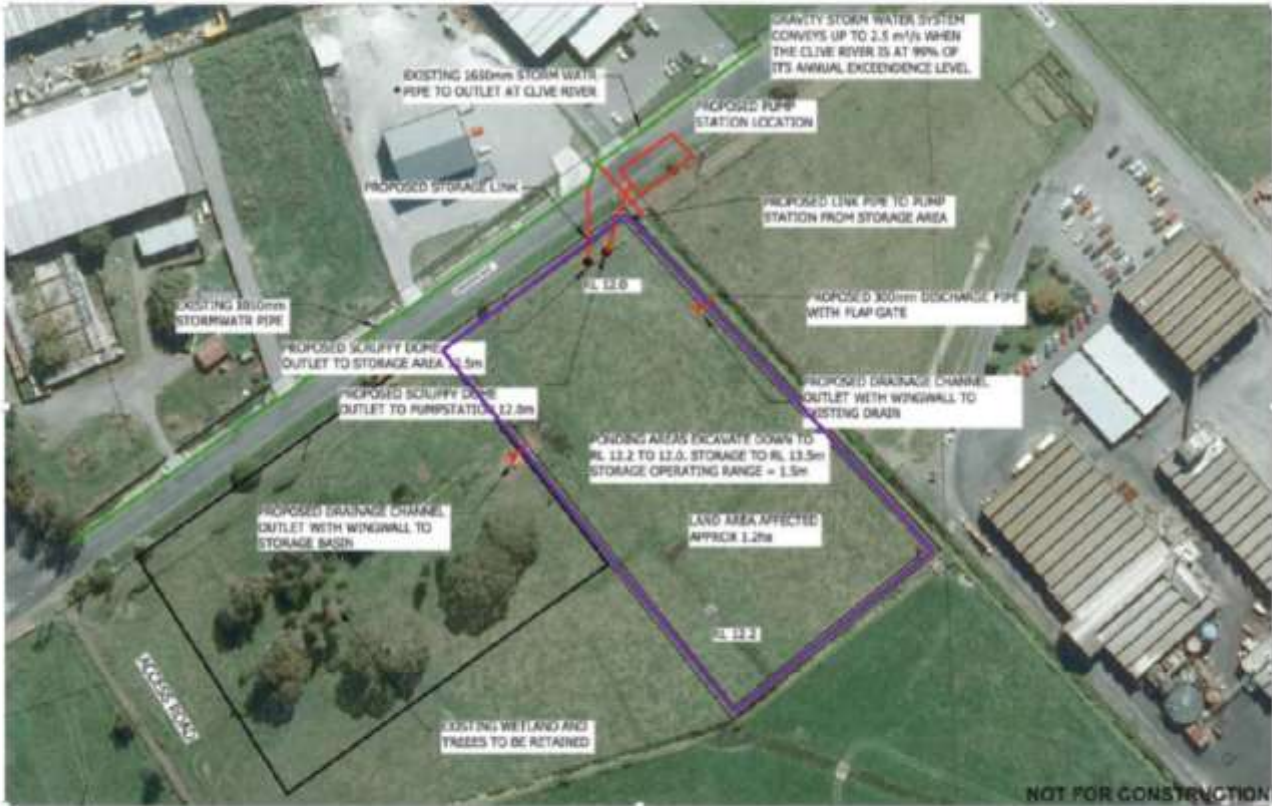








# Detention area medium pump station







# Pump station options



- Options include installing different sized pumps to discharge stormwater when the gravity pipeline is compromised.
- There is a need for detention upstream to feed the pump station.
- The area required for detention will be dependent on flow rate based on the size of pumps chosen. (small pumps = large detention area)
- The design (pumps and detention) need to provide capacity up to a 50 year rain event.
- Cost for pump station and utilisation (how often the pumps run) need to be taken into account.
- Estimates range from \$2.0M to \$3.6M (small to medium) vs \$4.5M+ for a large PS and minimal detention area.





# Funding options



## 1. Stage 2 targeted rate (10yrs) based on land area the same as Stage 1.

- Lots of development and subdivisions of original land
- New owners who were not part of the original scheme decisions
- Today's costs are approx. 3 to 4 times the original pump station estimates

## 2. Other potential Sources of Funding

- Public good contribution (needs some District wide benefit?)
- Private Developer contribution

## 3. Additional cost of land for detention could add another \$3.0M

Estimated cost per hectare of land for per \$1M = \$20,000/ha





- Disseminate information from this meeting
- Include details of the pump station and costs
- Survey of property owners on support for Stage 2
- Obtain Council approval to proceed
- Final signed commitments
- Construct and commission (mid 2023)





Q&A

Item 8









## Public meeting Whakatu West Stormwater Scheme

Held on: 20 July 2022 – 5.30pm

### Present:

	Attendees in person	Address	Attendees via Zoom	Address
1	(Graeme) Neil Hammond	45 Rangitane Road	Bevin Coley	30 Johnston Way
2	David Whittaker	48 Rangitane Road	Ian Paramore Representing Lowe Corp	28 Johnston Way
3	Terry May	42 Johnston Way Tanglin Group		
4	Stephen Rickets	Whakatu Road	B Turner	37 Rangitane Road
5	Aaron Bourke	38 Whakatu Road	Stuart Davidson	66 Whakatu Road
6	Martin Williamson Representing Lowe Corporation	28 Johnston Way		
7	Grant Russell (Stantec) representing Napier Port	Anderson Road		
8	Steve and Lorraine Midgley	52 Rangitane Road		
9	Shane Donaldson	94 Rangitane Road		
10	Bob and Mike Bird	27 Johnston Way WHAKATU 4172		
12	Paul Broom	7 Rangitane Road		
13	Greg Reid Representing Silver Fern Farms	75 Rangitane Road		
14	Phil Hocquard Representing Lowe Corporation	28 Johnston Way		
15	Russell Nettlingham Representing Lowe Corporation	28 Johnston Way		
Councillor Ann Redstone		Heretaunga Ward		
Councillor Kevin Watkins		Havelock North Ward		
To'osavili Nigel Bickle		Chief Executive Officer, Hastings District Council		
Brett Chapman		Program Manager Growth Infrastructure, Hastings District Council		
Craig Mountfort		Stormwater Manager, Hastings District Council		
Vanessa Smith-Glintonkamp		Business Support Officer, Hastings District Council		

The meeting was opened and chaired by: Brett Chapman

Venue: Landmarks Room, Civic Administration Building, Hastings District Council



Question / comment	Answer / discussion
With the impact of climate change and increased land prices is it better to go with bigger land?	<p>No scheme is designed to manage in an event like the Napier floods in 2020. But in a situation like this the water will collect and eventually drain away.</p> <p>However in a Cyclone Bola type of event the Clive and Karamu Rivers will flood and in Whakatū West the water will pool in the area until the rivers subside.</p> <p>A pump station gives a guarantee that stormwater will be removed quickly so businesses can operate without too much impact.</p> <p>The risk equation of how much to invest versus the impact of flooding that the area is willing to accept will have to be decided by the members of the scheme.</p>
The current definition of a 50 year event seems incorrect as these events seem to be occurring more frequently that every 50 years?	<p>There is a perception when talking about a 50 year event that it will only happen every 50 years. The understanding should rather be based on a statistical annual return probability that an event would occur every 50 years. However statistics is being challenged by climate change. It should also be understood that the phrase is a measure of scale but necessarily of frequency.</p>



<p>What would the Council's position be if 75% of landowners in the scheme did not agree?</p>	<p>Hastings District Council would have to make alternate decisions about funding Stage 2. An option could be HDC investing in a pump station versus how much does water the Council want to retain retention ponds.</p> <p>There is a limitation on how to 'package' the water and HDC and landowners will need to find the best spread volume.</p> <p>To note there is always going to be an exceedance event (no matter what is built). This is a level of risk based decision.</p>
<p>There is a multidimensional issue to consider – the duration of the event as well as what is happening in the Clive River. Is there a temporary pumping solution which will work if there is going to be an event?</p>	<p>HDC has considered bringing in pumping capacity when required and this could be a contingency plan which HDC could manage.</p> <p>It is important to consider how to bring the cost of the solution down to make it manageable for landowners and this will require doing things differently to how they have previously been done.</p> <p>To note: the low land at 28 Johnston Way bears the brunt of everything in the scheme and this has been an impediment to the development of the land at this site.</p> <p>The effect of filling at this site has been negligible and if more filling is done it will create a negative effect on surrounding properties as the water will have nowhere to go.</p> <p>To note: current floor levels of building are above the current 50 year event level, however when considering the impact of climate change the level may not be high enough.</p>
<p>In 2007 landowners were asked to commit to two stages with stage 2 being discussed at a trigger level. This trigger has now been reached. The (assumption) is that if landowners committed to Stage 1 then they were locked into committing to Stage 2 also.</p>	



Who are the beneficiaries of the scheme and where will it be split between other landowners not currently in Whakatū West?	<p>There will need to be judgements made on principals like protection, asset ownership and land ownership.</p> <p>To note: every landowner in the scheme has benefited from the current stormwater pipe</p>
If land is subdivided and developed HDC will receive rates in perpetuity and rates will increase if the land is developed.	We need to find the solution and design to improve costs and value.
Having developed and built recently the site has swales etc. so from a percentage point of view we have invested more. How will that work with future investment?	<p>Swales are for cleansing water before it goes into the scheme- not for removing water.</p> <p>Any new development will still be required to have swales for first flush cleansing.</p>
If we progress will there be opportunities to investigate different pump and land sizes?	<p>The size of events that the scheme is willing to take a risk on will be factored into all options.</p> <p>There may be multiple levels/stages for reactions to a rain/flood event. An option may be to put a pump in with the ability to temporarily bring in a bigger pump for large event</p> <p>There is a need to have a good economic solution for all events</p>
Some scepticism on a mobile pump as this may not be available in a large water event.	There must be multiple criteria analyses of what to use and having a smaller pump for general use and a larger pump for bigger events is a possibility.
What changes with 3 Waters Reform entities?	The process and its assets in its entirety move to the new entity
<p>Will the land for the retention pond be held by HDC?</p> <p>Will the potential to secure the land be an obstacle to progressing?</p>	<p>The low lying land is naturally flooded and not currently owned by HDC.</p> <p>There will be options to work with the landowner to decide on the placement of the retention pond if HSC cannot secure the land</p> <p>To note: if agree to use a larger pump less land is required</p>



If land is 100% developed will landowners want to fund the scheme	All landowners will be treated and rated the same / equally
Is there an equation for increase in rates?	Estimated cost per hectare of land for per \$1M = \$20,000/ha

Address	Comment
94 Rangitane Road	Supports scheme and comfortable with a larger pump station
28 Johnston Way	Comfortable to commit 14% but preference is a larger pump station on reduced land
Anderson Road (Ports of Napier)	Have expressed support in principle as they will gain more land for development for activities

**General notes:**

- Brett is in conversations with the Hawke's Bay Regional Council to create more capacity in the area
- Graeme's Drain is at capacity
- Require tacit approval from landowners to progress and a financial commitment to an activity that will happen
- Final figure and options to be committed to once Council has approved
- Preference to present options to current Council (last meeting 8 September 2022)

**Next steps/actions**

- Circulate information presented
- Circulate a range of options including size of pumps costs and options for payment as well as public contribution percentages – **early w/c 25 July 2022**
- Agreed that landowners to provide indicative commitment to range of options presented by **12 August 2022**

The meeting closed at 7pm





# Three Waters Better Off Support Package

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Guide to the better off funding package for  
local authorities



Te Tari Taiwhenua  
Internal Affairs



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12	Administration process – key areas of consideration
13	Notional funding allocations - methodology
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19	Appendix D: Relationship manager details

## Headline Information



### Key Dates

- ▶ Funding Proposal submission portal opens online **Monday 11 April 2022** and close **Friday 30 September 2022**
- ▶ Tranche 1 funding is available for use from **1 July 2022**



### Applying for Funds

- ▶ There are **two** key **documents** to apply for and access the funding:
  - The Funding Proposal, outlining your council's intentions
  - The Funding Agreement
- ▶ You can only submit **one** Funding Proposal, but may include multiple projects or initiatives.
- ▶ You can use funding to cover projects up to **five years** in duration (through to 30 June 2027)
- ▶ You have a **relationship manager** assigned to your council to help you complete your proposal and access the funds (see **Appendix D** for details)



### Funding Release

- ▶ An **initial instalment** of 10% of your funds will be released on approval of your Funding Proposal
- ▶ Subsequent instalments will be released in **arrears of costs** incurred, on receipt of:
  - A payment request (up to **one a month** can be submitted); and
  - Proof of **progress** on your expenditure programme

## About the better off package

### The better off package is:

- An investment by the Crown into the future for local government and community wellbeing; and
- In recognition of the significance to the local government sector (and the communities they serve) of the transfer of responsibility for water service delivery.

The use of this funding supports councils to transition to their new role post-reform through meeting some or all of the following criteria, as laid out in the Heads of Agreement:



Supporting communities to transition to a sustainable and low-emissions economy, including **by building resilience to climate change and natural hazards.**



Delivery of infrastructure and/or services that **enable housing development and growth**, with a focus on brownfield and infill development opportunities where those are available.



Delivery of infrastructure and/or services that **support local place-making and improvements in community well-being.**

### About the application and funding process

The better off package is one of the financial support packages to be provided to Local Authorities under the Three Waters Reform, as outlined in the Heads of Agreement.

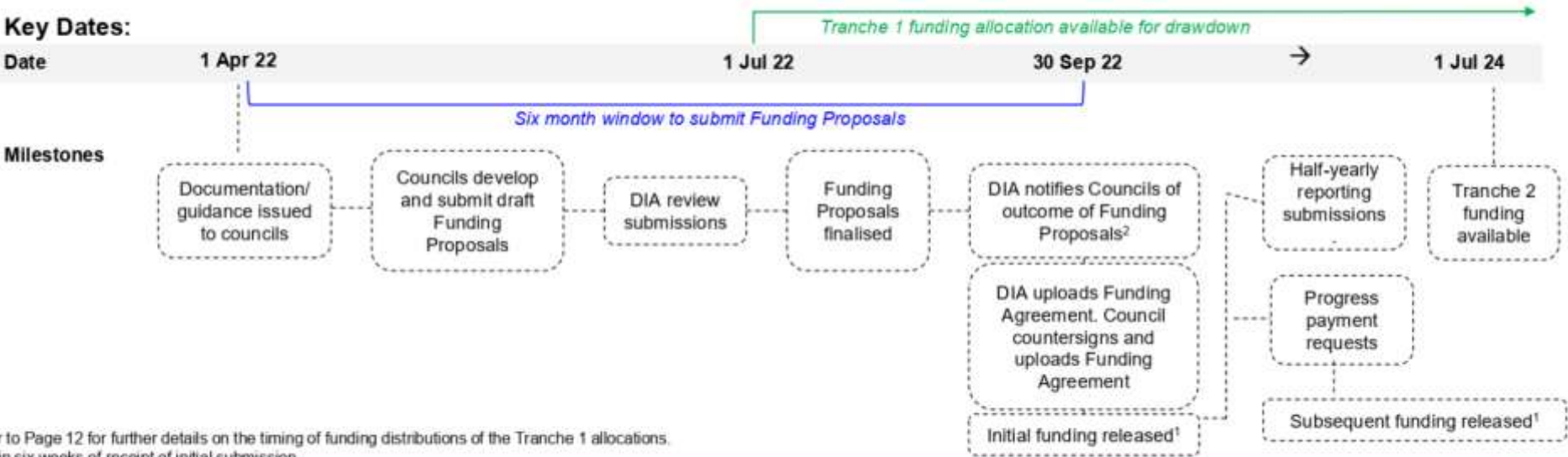
The \$2 billion package has been pre-allocated to councils based on a nationally consistent formula, and is available in two tranches. The first \$500 million of Crown Funding is available from 1 July 2022 and the remaining \$1.5 billion is available from 1 July 2024. This guide is specific to the first tranche of funding, however it is expected that access to Tranche 2 funding will follow a similar process.

This guide sets out the information needed for Local Authorities to engage with the Funding Agreement and Funding Proposal templates.

These are available on the Three Waters Reform webpage at: <https://www.dia.govt.nz/three-waters-reform-programme-reform-support-package>:

- Funding Proposal template available **01/04/2022** (NB: template for review only, proposals must be submitted online via the Grants Management System)
- Funding Agreement available **01/04/2022**

**Key Dates:**



<sup>1</sup> Refer to Page 12 for further details on the timing of funding distributions of the Tranche 1 allocations.

<sup>2</sup> Within six weeks of receipt of initial submission.



## Relationship managers

To streamline the funding application and approval process, each council will be assigned a Relationship Manager to support them in developing their Funding Proposals. They will be available to provide additional guidance on an as-required basis.

Crown Infrastructure Partners have been appointed to fill this role.



### The Relationship Manager's Role

Relationship managers are in place to work with, and support local authorities through the end-to-end Funding Proposal process. They also provide a liaison point between the councils and the DIA throughout the approval process.

#### Identify and Prioritise

Assist councils to **identify** and **prioritise** initiatives that:

- ▶ Meet the funding criteria & conditions
- ▶ Provide value for money
- ▶ Demonstrate wellbeing outcomes

#### Prepare

Help local authorities to **prepare** funding proposals, including:

- ▶ Preparing the schedule of expenditure
- ▶ Identifying milestones linked to project delivery
- ▶ Advising on contingency requirements
- ▶ Completing the wellbeing assessments

#### Submit

Support Councils to **submit** funding proposals to DIA:

- ▶ Navigate the online Grants Management System
- ▶ Liaise with the DIA and the Cross Government Evaluation team to resolve any queries on the Funding Proposal

## Funding application documentation

### Funding Agreement

Local Authorities are required to sign the **Funding Agreement** to access the better off funding package.

DIA will provide a completed Funding Agreement following its review of the funding proposal. A pro-forma copy of the Funding Agreement is available [here](#).

The Agreement sets out the **purpose** of the funding, and the **requirements and conditions** that local authorities agree to meet to access the funding. The Agreements includes detail on the following:

- Funding conditions and criteria
- Overview of what the funding stimulus may be spent on
- Conditions attached to the funding
- Engaging with and supporting transition activities
- Reporting and other requirements

### Funding Proposal

The Funding Proposal is the document Local Authorities will use to access funding, and specifies the Programme of Expenditure they wish to apply funding to. It will be submitted to DIA for review to ensure that it meets the following criteria:

#### Funding criteria

- The Programme must support one or more of the better off package criteria (*refer page 4*)
- Funding proposals must be for:
  - new initiatives/projects; and/or
  - to accelerate, scale-up and/or enhance the quality of planned investment
- The duration of the Programme of Expenditure must be 5 years or less (completion date on or before 30 June 2027)
- The Total Maximum Amount Payable must be equal to or less than the funding allocation (*refer page 13*)

Local Authorities have flexibility to apply better off funding as they deem appropriate, provided it is consistent with these funding conditions and the Funding Agreement, and approved via the Funding Proposal.

#### The Funding Proposal will cover the following elements:

- Programme overview (including work to be undertaken, summary of costs, relevant milestones and dates.)
- Demonstration that engagement was undertaken with iwi/Māori on the use of funding.
- How the Programme meets one or more of the better off package funding criteria and conditions
- A brief wellbeing assessment setting out the expected benefits of the Programme



Administration of the better off package will be managed through the DIA online Grant Management System. **To apply you will need access to this system.** See **Appendix C** for more information

## How to Identify and Prioritise Initiatives

The funding criteria provides flexibility for Councils to identify a potentially wide range of funding proposals.

Where a council has existing strategic plans and documentation that meet the funding criteria, these may inform your project selection, including proposals to accelerate, scale up or enhance current and planned initiatives.

To assist in identifying and prioritising your initiatives, below are examples of projects that may be eligible based on the criteria, along with key considerations when prioritising a list of initiatives. Judgement is required when making these decisions, and councils may choose to assign different weighting to these prioritisation factors based on the needs of your community.

Initiative Examples		Initial Eligibility Check	
1	<b>Public Transport Improvement Programme*</b> <ul style="list-style-type: none"> <li>Replace bus fleet with electric buses</li> <li>Upgrade public transport hubs to make them more user-friendly and safe</li> <li>Increase frequency of services in busy times, and identify and provide public transport options to under-served areas</li> </ul>	Does the initiative meet the funding conditions listed on page 4?	
2	<b>Street Lighting Project</b> <ul style="list-style-type: none"> <li>Replace street lights with energy efficient bulbs</li> <li>Increase street lighting in underlit and unsafe areas</li> </ul>	<b>Prioritisation Factors</b>	
3	<b>Coastal Placemaking Initiative</b> <ul style="list-style-type: none"> <li>New coastal public space and open air water park</li> </ul>	<b>Value for Money</b>	Do the identified wellbeing outcomes justify the cost?
4	<b>Community Connectivity Initiative*</b> <ul style="list-style-type: none"> <li>Assist communities in need with affordable wifi connections and wifi-enabled devices</li> </ul>	<b>Strategic Plans</b>	Is there existing strategic planning documentation to support this initiative?
5	<b>Digital Automation Programme*</b> <ul style="list-style-type: none"> <li>Transform resource consent application system</li> </ul>	<b>Iwi/Māori Support</b>	Has the council engaged with iwi/Māori on the intended use of the funding?
6	<b>Supporting people living with disabilities to participate fully in society*</b> <ul style="list-style-type: none"> <li>Improve accessibility to community facilities including ramp access and handrails</li> <li>Installation of high specification bathrooms for people with complex disabilities</li> </ul>	<b>Risk Analysis</b>	Does your risk analysis show any undue concerns in completing the project - for example, are the resources required readily available?
		<b>Community Support</b>	Does the initiative have rate-payer and local community support?

\*See Appendix B for examples of wellbeing assessments for these initiatives



## Funding Proposal – Key areas of consideration

Key areas of consideration to be aware of when developing the Funding Proposal:

<p><b>Relationship between funding tranches</b></p> <p>The first tranche (\$500m available in July 2022 as per this guidance document) is distinct from the second, but councils are expected to <b>consider how the first tranche could support funding proposals for the second tranche</b>.</p> <p>Local authorities do not have to apply for the full Tranche 1 amount upfront, funds not applied for in Tranche 1 will be made available in Tranche 2.</p> <p>The second tranche will be subject to future guidance and application processes, however the same funding criteria and conditions are expected to apply.</p>	<p><b>Output-based milestones</b></p> <p>Milestones must be linked to <b>specific and measurable outputs</b>. Milestones should reflect progress of project delivery. For example:</p> <ul style="list-style-type: none"> <li>• In relation to project stages (e.g. procurement, design, construction); or</li> <li>• Based on project progress (e.g. percentage of works completed)</li> </ul> <p><b>Contingency</b></p> <p>When preparing your schedule of expenditure, consider whether a contingency allowance is appropriate to allow for cost increases outside your control.</p> <p>A process will be developed in the coming months to enable you to utilise unspent contingency.</p>	<p><b>Prior funding applications</b></p> <p>If you have a project that meets the better off funding criteria, and has previously been submitted and reviewed through <b>another contestable funding source</b>, speak to your Relationship Manager.</p> <p>You may be able to re-use your prior application details to streamline your Funding Proposal application.</p> <p>Examples of funding that may fit this criteria are:</p> <ul style="list-style-type: none"> <li>• Infrastructure Acceleration Fund (IAF)</li> <li>• National Land Transport Programme (NLTP)</li> <li>• IRG Shovel Ready</li> </ul>
<p><b>Other areas of consideration</b></p>	<p><b>Iwi/Māori: Pathway to target state of partnership</b></p> <p><b>Wellbeing assessment</b></p>	<p><i>Refer to Page 10</i></p> <p><i>Refer to Page 11</i></p>



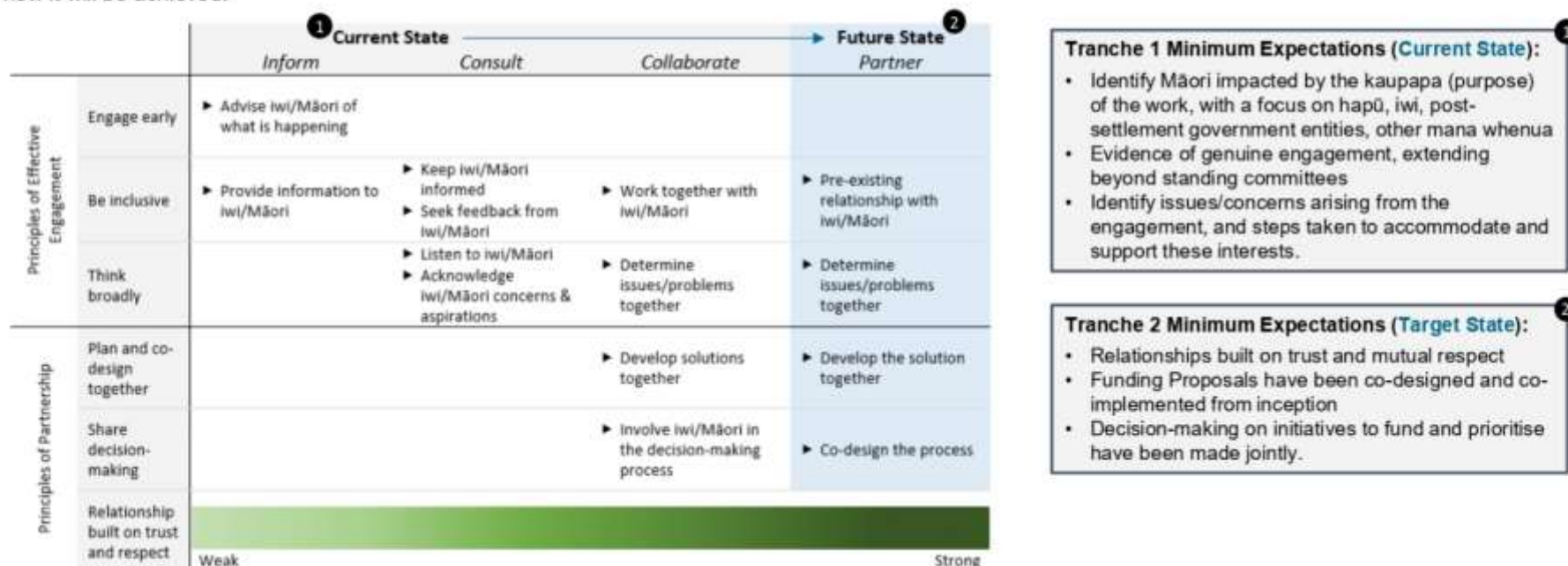
Relationship Managers will work with Local Authorities to finalise their Funding Proposals. They will be able to assist with specific questions around these considerations.



## Iwi/Māori engagement

The criteria for the Better off funding package recognises that local authorities are expected to engage with iwi/Māori in determining how it will use its funding allocation. For tranche one, it is expected that the Funding Proposal demonstrates genuine engagement, extending beyond standing committees (see below).

The diagram below illustrates a continuum of engagement to partnership between Local Authorities and iwi/Māori. The funding tranches have been designed in a way that understands that most councils sit on the continuum at or near the current state. Investment in time and resources is required by both parties in order to build a relationship that is closely aligned to partnership. In recognition of this, the **minimum** expectations for Tranche 1 are set around the current state. However, the expectation with respect to accessing Tranche 2 funding is that the target state is achieved, or that there is a demonstrated pathway as to how it will be achieved.








## Wellbeing assessments

Councils are expected to provide a wellbeing assessment setting out the expected benefits and wellbeing outcomes for each Programme.

The assessment should outline how the programme will deliver on:

- The broader “wellbeing mandates” under the framework of the Local Government Act 2002 (LGA), and
- The specific wellbeing criteria for the better off package shown on page 3

LGA areas of wellbeing		Considerations for completing the Wellbeing Assessment	
	Social wellbeing	<ul style="list-style-type: none"><li>• <b>Define</b> the expected wellbeing outcomes from the Programme.</li><li>• <b>Describe</b> how the Programme outcomes will promote the better off package outcomes and wellbeing objectives for your community.</li><li>• <b>Decide</b> how you will measure, monitor and report on your stated wellbeing outcomes, preferably using your existing processes. (e.g. indicators of change/key performance indicators)</li></ul>	
	Economic wellbeing		
	Environmental wellbeing		
	Cultural wellbeing		
		 See <b>Appendix B</b> for examples of Wellbeing Assessments based on the initiatives shown on page 8.	

## Administration Process - Key areas of consideration

Key administration principles to be aware of when planning and applying for the better off funding package:

<b>Release of funding</b>	<p>Following approval of a Funding Proposal and an executed Funding Agreement, an initial disbursement of <b>10% of the Total Maximum Payable</b> amount will be released.</p> <p>The remainder will be disbursed on receipt of a progress payment request from Councils:</p> <ul style="list-style-type: none"> <li>• Councils may submit a progress payment request, along with a progress report, up to once a month. This will be reviewed and approved by Crown Infrastructure Partners (CIP).</li> <li>• The review will focus on evidence that payments are linked to progress on the Programme.</li> <li>• On confirmation the review is satisfactory, funds will be released in arrears of costs incurred.</li> </ul>
<b>Monitoring and reporting</b>	<p>The Funding Agreement will outline the reporting requirements for councils.</p> <ul style="list-style-type: none"> <li>• Reporting is half-yearly (periods ending 30 June and 31 December), and a template will be provided to submit online.</li> <li>• CIP will monitor local authorities' progress against the Funding Proposal to provide assurance that Crown funding is being spent as intended and that projects are progressing within a reasonable timeframe.</li> <li>• The half-yearly reporting will also include monitoring of the achievement of outcomes as specified per the Funding Proposal.</li> <li>• There will be a process to address any material under-delivery or deviation from scope.</li> </ul>
<b>Project Substitution</b>	<p>There may be circumstances in which a council wishes to substitute or re-allocate funds allocated to another project in the Funding Proposal. These decisions will be considered by CIP, and made on a case-by-case basis.</p> <p>It may be prudent to consider having a "back-up" list of projects you have discussed with your relationship manager that can be used as a substitute in the event an approved initiative is unable to proceed.</p>
<b>Funding shortfalls</b>	<p>Funding allocations will not be 'topped up' to meet any shortfalls experienced by councils.</p>



## Funding allocations - methodology

A funding allocation framework has been developed, which is based on a nationally consistent formula.

The Government and Local Government New Zealand have agreed to this formula as it recognises the relative needs of local communities, the unique challenges facing local authorities in meeting those needs and the relative differences across the country in the ability to pay for those needs.

### General approach to determining notional funding allocations



The **population** in the relevant council area.  
(75% weighting)



The NZ **deprivation index**\* adjustment to recognise the relative distribution of need across the country  
(20% weighting)



The **land area** covered by a council, excluding national parks  
(5% weighting)

\*The New Zealand index of deprivation is an area-based measure of socioeconomic deprivation in New Zealand that combines nine variables from the Census, including income levels, educational qualifications, home ownership, employment, family structure, housing and access to transport and communications. It has been introduced in the formula for allocating the better off component of the support package to recognise the relative distribution of need across the country. It enables a balanced distribution of funding across territorial authorities that complements the remaining two criteria that recognise needs associated with a larger population base and land area.

# APPENDICES

## APPENDIX A: Notional funding allocations

Council	Allocation (\$m)		Total
	Tranche 1	Tranche 2	
Auckland	127.14	381.43	508.57
Ashburton	4.19	12.57	16.76
Buller	3.50	10.51	14.01
Carterton	1.70	5.10	6.80
Central Hawke's Bay	2.83	8.50	11.34
Central Otago	3.21	9.63	12.84
Chatham Islands	2.21	6.62	8.82
Christchurch	30.61	91.82	122.42
Clutha	3.27	9.82	13.09
Dunedin	11.54	34.63	46.17
Far North	8.79	26.38	35.18
Gisborne	7.21	21.62	28.83
Gore	2.29	6.86	9.15
Greater Wellington	5.08	15.23	20.31
Grey	2.98	8.95	11.94
Hamilton	14.65	43.95	58.61
Hastings	8.72	26.16	34.89
Hauraki	3.78	11.34	15.12
Horowhenua	4.99	14.96	19.95
Hurunui	2.67	8.01	10.68
Invercargill	5.78	17.33	23.11
Kaikoura	1.55	4.66	6.21
Kaipara	4.04	12.11	16.14
Kapiti Coast	5.26	15.79	21.05
Kawerau	4.32	12.95	17.27
Lower Hutt	8.36	25.07	33.43
Mackenzie	1.55	4.65	6.20
Manawatu	3.76	11.29	15.05
Marlborough	5.76	17.28	23.04
Masterton	3.88	11.65	15.53
Matamata-Piako	4.32	12.95	17.27
Napier	6.46	19.37	25.82
Nelson	5.18	15.54	20.72
New Plymouth	7.90	23.69	31.59
Total			

Council	Allocation (\$m)		Total
	Tranche 1	Tranche 2	
Opotiki	4.68	14.04	18.72
Otorohanga	2.66	7.99	10.65
Palmerston North	8.16	24.47	32.63
Ponirua	5.41	16.22	21.63
Queenstown Lakes	4.03	12.09	16.13
Rangitikei	3.33	9.99	13.32
Rotorua Lakes	8.05	24.15	32.19
Ruapehu	4.12	12.35	16.46
Selwyn	5.59	16.77	22.35
South Taranaki	4.55	13.65	18.20
South Waikato	4.64	13.92	18.56
South Wairarapa	1.88	5.63	7.50
Southland	4.80	14.41	19.21
Stratford	2.57	7.70	10.27
Taranua	3.80	11.39	15.19
Tasman	5.64	16.91	22.54
Taupo	4.93	14.80	19.74
Tauranga	12.10	36.30	48.41
Thames-Coromandel	4.05	12.15	16.20
Timaru	4.97	14.92	19.90
Upper Hutt	3.90	11.69	15.59
Waikato	7.88	23.65	31.53
Waimakariri	5.54	16.63	22.18
Waimate	2.42	7.26	9.68
Waipa	5.24	15.73	20.98
Wairoa	4.66	13.97	18.62
Waitaki	3.71	11.13	14.84
Waitomo	3.55	10.64	14.18
Wellington	14.42	43.27	57.69
Western Bay of Plenty	5.34	16.03	21.38
Westland	2.79	8.36	11.15
Whakatane	5.66	16.99	22.66
Whanganui	5.98	17.94	23.92
Whangarei	9.48	28.45	37.93
	500.00	1,500.00	2,000.00

## APPENDIX B: Wellbeing assessment examples

Example 1	Initiative Description: Public Transport Improvement Programme		
	Better off funding criteria met:		Wellbeing areas met:
	1. Supporting communities to transition to a sustainable and low-emissions economy 2. Delivery of infrastructure and/or services that support local place-making and improvements in community well-being.		1. Social 2. Environmental
	Wellbeing Outcomes	How Outcome is Measured	How Outcome is Reported
	Lower carbon emissions	Reduction in carbon emissions	Annual Report
	Increase in use of public transport	Increase in # people using buses and trains Increase in % people that feel safe using public transport	Annual Report

Example 2	Initiative Description: Community Connectivity Initiative		
	Better off funding criteria met:		Wellbeing areas met:
	1. Delivery of infrastructure and/or services that support local place-making and improvements in community well-being.		1. Social 2. Economic
	Wellbeing Outcomes	How Outcome is Measured	How Outcome is Reported
	Increase in access to reliable at home wifi service	Increase in # people with access to reliable wifi connections	Annual Report
	Increase in access to wifi enabled devices to support work and study from home	Increase in % people with the ability to work and/or study from home	Annual Report



## APPENDIX B: Wellbeing assessment examples

Example 3	<b>Initiative Description:</b> Digital Automation Programme		
	<b>Better off funding criteria met:</b>		<b>Wellbeing areas met:</b>
	1. Delivery of infrastructure and/or services that enable housing development and growth		1. Economic
	<b>Wellbeing Outcomes</b>	<b>How Outcome is Measured</b>	<b>How Outcome is Reported</b>
	Faster processing of resource consents	Decrease in time taken to process a consent Increase in customer satisfaction on consent process	Annual Report

Example 4	<b>Initiative Description:</b> Supporting people living with disabilities to participate fully in society		
	<b>Better off funding criteria met:</b>		<b>Wellbeing areas met:</b>
	1. Delivery of infrastructure and/or services that support local place-making and improvements in community well-being.		1. Social 2. Cultural
	<b>Wellbeing Outcomes</b>	<b>How Outcome is Measured</b>	<b>How Outcome is Reported</b>
	Community facilities are inclusive and accessible to those living with disabilities	Increase in # community facilities with disability friendly access Increase in % people with disabilities that feel community spaces are accessible	Annual Report
	Those with complex disabilities can access and use public bathroom facilities	# Public high specification bathrooms installed	6 Monthly Better Off Report Submission



## Appendix C: How to access the DIA's Grants Management System

### STEP 1: Create the Better Off organisation profile

- ▶ Your relationship manager will provide DIA staff with the following information on behalf of your council:
  - Council name
  - Contact name (*this person will become the "Profile Secretary"*)
  - Contact phone number
  - email address (*this will be used for payment advice and other correspondence*)
- ▶ DIA staff will create the Better Off organisation

### STEP 2: Linking an individual to administer the profile

- ▶ A RealMe invitation link will be emailed to the nominated contact, connecting them to the Better Off council profile. RealMe credentials are required for logging in, but can be created if need be.
- ▶ The contact person will fill out the organisation profile, including:
  - Bank account for payment
  - Upload of bank account verification document (bank deposit slip, statement confirming bank account name and number)
- ▶ Once logged in, the named contact can invite other individuals to join the organisation profile (to act as signatories for example).

### STEP 3: Submit the Funding Proposal

- ▶ Nominated individuals linked to the Better Off organisation can create, edit and submit the Funding Proposal for the Council they represent.
- ▶ Once submitted, the Funding Proposal will be reviewed and the DIA will issue a decision within 6 weeks.

email ▶ [community.matters@dia.govt.nz](mailto:community.matters@dia.govt.nz) phone ▶ 0800 824 824 login ▶ <https://communityadviceandgrants.dia.govt.nz>

## Appendix D: Relationship manager details

Below are the contact details for the Relationship Managers assigned to each region.

Region	Name	email contact
Auckland & Northland	Martin Smith	martin.smith@crowninfrastructure.govt.nz
Bay of Plenty & Waikato	John Mackie	john.mackie@crowninfrastructure.govt.nz
Taranaki	Anthony Wilson	anthony.wilson@crowninfrastructure.govt.nz
Manawatu/Rangitikei & Top of the South	Ian Garside	ian.garside@crowninfrastructure.govt.nz
Hawkes Bay	Geof Stewart	geof.stewart@crowninfrastructure.govt.nz
Wellington	Brent Manning	brent.manning@crowninfrastructure.govt.nz
Canterbury	Paul Utting	paul.utting@crowninfrastructure.govt.nz
Otago/Southland and West Coast	Steve Apeldoorn	steve.apeldoorn@crowninfrastructure.govt.nz