

MEETING
– **AGENDA** –

Ngā Take

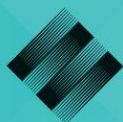


ANNUAL PLAN AND LONG TERM PLAN COMMITTEE

Komiti Kaupapa Tiro Whakamua

Long Term Plan Meeting

APLTP21-3
Monday, 31 May 2021
Council Chambers
Barkes Corner, Tauranga
9.30am



*Western Bay of Plenty
District Council*

Annual Plan and Long Term Plan Committee

Membership

Chairperson	Deputy Mayor John Scrimgeour
Deputy Chairperson	Cr James Denyer
Members	Cr Grant Dally Cr Mark Dean Cr Murray Grainger Cr Monique Gray Cr Anne Henry Cr Kevin Marsh Cr Margaret Murray-Benge Cr Allan Sole Cr Don Thwaites Mayor Garry Webber
Quorum	6
Frequency	Quarterly

Role:

- To manage the process of development of the Annual Plan, Long Term Plan and amendments, including the determination of the nature and extent of community engagement approaches to be employed.

Scope:

- To undertake on behalf of Council all processes and actions precedent to the final adoption of the Annual Plan, Long Term Plan and any amendments including, but not limited to:
 - the development of consultation documents and supporting documentation,
 - community engagement approaches and associated special consultative processes (if required), and
 - the review of policies and strategies required to be adopted and consulted on under the Local Government Act 2002 including the financial strategy, treasury management strategies and the infrastructure strategy.
- To listen to and receive the presentation of views by people and engage in spoken interaction with people pursuant to section 83(1)(d) of the Local Government Act 2002 in relation to any processes Council undertakes to consult on under the special consultative procedure, as required by the Local Government Act 2002 or any other Act.
- To engage with Council's external auditors regarding the audit work programme for the Long Term Plan and agree the terms and arrangements of the external audit.
- To review the effectiveness of the Long-Term Plan audit or any audit relating to an amendment to the Long-Term Plan.

Power to act:

- To make all decisions necessary to fulfil the role and scope of the Committee subject to the limitations imposed, including the adoption for the purposes of consultation under the Local Government Act 2002 of the consultation document and supporting documentation.
- To receive external and internal audit reports in relation to the Long Term Plan and any amendments to the Long Term Plan.
- To approve the Auditor's engagement and arrangement letters in relation to the Long-Term Plan and any amendments to the Long Term Plan.

Power to recommend:

- To Council and/or any Committee as it deems appropriate.

Power to sub-delegate:

The Committee may delegate any of its functions, duties or powers to a subcommittee, working group or other subordinate decision-making body subject to the restrictions on its delegations and provided that any sub-delegation includes a statement of purpose and specification of task.

Notice is hereby given that a Annual Plan and Long Term Plan Committee Meeting will be held in the Council Chambers, Barks Corner, Tauranga on:
Monday, 31 May 2021 at 9.30am

Order Of Business

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1 PRESENT**2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

6 PUBLIC EXCLUDED ITEMS**7 PUBLIC FORUM**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

8 PRESENTATIONS

9 REPORTS

9.1 DELIBERATIONS ON THE LONG TERM PLAN 2021-31 AND RELATED MATTERS

File Number: A4084637

Author: Emily Watton, Policy and Planning Manager

Authoriser: Rachael Davie, Group Manager Policy Planning And Regulatory Services

EXECUTIVE SUMMARY

1. The purpose of this report is to facilitate deliberations on the Long Term Plan 2021-31 and recommend its adoption to Council, subject to amendments made through the deliberations process. The recommendations of the report also enable Council to undertake deliberations on the related matters released for concurrent consultation with the Long Term Plan 2021-31 and recommend their adoption to Council.

RECOMMENDATION

1. That the Policy and Planning Manager's report dated 31 May 2021, titled 'Deliberations on the Long Term Plan 2021-31 and related matters', be received.
2. That the report relates to an issue that is considered to be of **high** significance in terms of Council's Significance and Engagement Policy.
3. That the Committee receives all written and verbal feedback from the special consultative procedure 8 March to 9 April 2021, as set out in [Attachments 1-4](#) to this report.
4. That in relation to the Consultation Document's key proposals and related matters (as set out in [Attachment 5](#)), the Committee resolves the following preferred options [for the reasons stated]:

Maintaining our roading network

- a) Key proposal: option [X]
- b) Roading contract budget increase: option [X]
- c) Seal extensions: option [X]

CCTV security cameras

- a) Key proposal: option [X]
- b) Operational budget: [X]

Community halls

- a) Key proposal: option [X]
- b) Community hall rates: option [X]
- c) Pukehina Hall remediation: option [X]
- d) Te Puna Community Centre: option [X]

Elder housing

- a) Key proposal: option [X]

Walking and cycling

- a) Key proposal: option [X]

Swimming pools

- a) Key proposal: option [X]

5. That in relation to the issues and options arising from community feedback (as set out in [Attachment 5](#)), the Committee resolves the following preferred options [for the reasons stated]:

Planning for the future

- a) Rangiu Development: option [X]
- b) Rangiu Business Park roading: option [X]
- c) Social wellbeing audit: option [X]
- d) Sport New Zealand: option [X]

Community building

- a) Western Bay of Plenty Museum Society Katikati Incorporated: option [X]
- b) Heritage Bay of Plenty Charitable Trust: option [X]
- c) Incubator: option [X]
- d) Museum Visitor Centre, Le Quesnoy: option [X]
- e) Tauranga Art Gallery: option [X]
- f) Te Ranga Reserve historic park: option [X]

Community facilities

- a) Waihi Beach library: option [X]

Recreation and open space

- a) Interpretative panels: option [X]
- b) Maketu School facilities: option [X]
- c) Midway Park Pukehina: option [X]
- d) Moore Park
- e) Ōmokoroa Bike Park: option [X]
- f) Opureora Marae coastal protection works: option [X]
- g) Te Puke Gymsport: option [X]
- h) Te Tawa Ki Tahataharoa: option [X]
- i) Thompsons Track recreational development: option [X]
- j) Wilson Park concept plan implementation: option [X]
- k) Te Puna Quarry Park: option [X]

Regulatory services

- a) Development Costs: option [X]
- b) Financial contribution assessment – Te Puke Baptist Church: option [X]

Transportation

- a) Wednesday Challenge initiative: option [X]

Stormwater

- a) Highfields Pond: option [X]
- b) Stormwater control – Waihi Beach: option [X]

Natural environment and sustainable living

- a) Funding for Otanewainuku Kiwi Trust: option [X]
- b) Maketu Ongatoro Wetland Society funding: option [X]
- c) Waiariki Park region: option [X]

Solid Waste

- a) Ōmokoroa greenwaste

Economic development

- a) Te Puke Economic Development Group

Finance

- a) Pukehina Development Fund

6. That in relation to the following matters released for consultation concurrently with the Long Term Plan (as set out in [Attachment 5](#)), the Committee resolves the following preferred options [for the reasons stated]:
 - a) Multiple Pan Wastewater Remission Policy: option [X]
 - b) Revenue and Financing Policy: option [X]
 - c) Water Rates Remission Policy: option [X]
 - d) Schedule of Fees and Charges 2021/22: option [X]
7. The Committee directs staff to present the final policies and final Schedule of Fees and Charges 2021/22 (as amended by resolution 6) for adoption to Council at its meeting on 29 June 2021.

8. That in relation to the internal submissions (as set out in [Attachment 5](#)), the Committee resolves the following preferred options [for the reasons stated]:
 - a) Dwelling population and new lots: option [X]
 - b) Impacts of Regional Safety and Rescue Services funding - Surf lifesaving funding
 - c) Increased funding for Ōmokoroa Structure Plan Stage 3 – Reserve Acquisitions: option [X]
 - d) 83 Ford Road concept plan implementation costs: option [X]
 - e) Pukehina Surf Club new building – public facilities contribution: option [X]
 - f) Fees and Charges – Solid Waste activity: option [X]
 - g) Performance measures: option [X]
 - h) Insurance provisions: option [X]
9. That in relation to the re-budgets (as set out in [Attachment 5](#)), the Committee resolves the following preferred options [for the reasons stated]:
 - a) Reserves and facilities: option [X]
 - b) Structure Plan review: option [X]
 - c) Stormwater: option [X]
 - d) Water supply: option [X]
 - e) Wastewater: option [X]
 - f) ERP replacement project: option [X]
10. That the Committee notes the other matters for inclusion in the final Long Term Plan set out in section 6 of this report.
11. That in relation to the issues and options paper for rates affordability (as set out on pages 409-411 of [Attachment 5](#)) the Committee resolves [option X] its preferred option, with the reasons for the decision being [XXX].
12. That it be recommended to Council that the final Multiple Pan Wastewater Remissions Policy, Revenue and Financing Policy, Water Rates Remission Policy and Schedule of Fees and Charges 2021/22 be adopted, inclusive of the amendments in accordance with the Long Term and Annual Plan Committee resolutions of APLTP21-3 dated 31 May 2021.
13. That it be recommended to Council that the final Long Term Plan be adopted, inclusive of the amendments in accordance with the Long Term and Annual Plan Committee resolutions of APLTP21-3 dated 31 May 2021, and inclusive of any related consequential amendments arising from the decisions made through APLTP21-3 on 31 May 2021.
14. That the Committee directs staff to prepare a decision document as the formal response to all submitters, for adoption by Council alongside the Long Term Plan 2021-31, and that the decision document will be in general accordance with the Long Term and Annual Plan Committee resolutions contained in the minutes of APLTP21-3, dated 31 May 2021.
15. That the Committee recommends to Council the approval of all comment responses (as set out in [Attachment 6](#)), to be sent to the respective individual submitters where appropriate, in addition to the decision document.

BACKGROUND

2. The purpose of this report is to:
 - Provide elected members with all feedback received (written and/or verbal) through the special consultative procedure for the Long Term Plan 2021-31 and related matters, which ran from 8 March to 9 April 2021, and
 - Provide the issues and options papers, internal submissions and re-budget proposals to enable the Committee to conclude its deliberations on the plan.
3. The decisions in this meeting will be reflected in the final Long Term Plan, which is intended to be presented for adoption at the Council meeting on 29 June 2021.

LONG TERM PLAN DEVELOPMENT PROCESS – ENGAGEMENT, CONSULTATION AND COMMUNICATION

4. Council began its Long Term Plan development in February 2020. Three phases of community engagement have been undertaken to seek community views on the key issues, priorities and projects for the next 10 years.
5. Legislation requires Council to undertake formal consultation for the Long Term Plan based on a consultation document. Council chose to additionally undertake two phases of pre-engagement to better inform the development of its consultation document (including the six key proposals).

<p>Phase one – Pre-engagement 9 March to 1 May 2020</p>	<p>27,274 pieces of online feedback. Quickpolls on 12 key topics arising from Council’s level of service reviews, as well as a ‘tell us more’ feature for other matters. 1258 free text comments.</p> <p>Broader engagement was planned, but restricted to online methods due to Covid19 lockdown requirements.</p> <p>Key methods to seek feedback included:</p> <ul style="list-style-type: none"> • Hello Future District website, with participation incentivised through grocery voucher draws • Media releases in local papers. • Social media (Facebook, Instagram, LinkedIn) • Electronic newsletters • Digital advertising • Notifications to community groups and stakeholders.
<p>Phase two – Pre-engagement September to October 2020</p>	<p>13,124 pieces of online feedback. Engagement was focused on six key topics that were shaping up to be the key proposals in the Consultation Document. Also the option for feedback through ‘anything else’ category beyond these topics.</p> <p>Key methods to seek feedback included:</p> <ul style="list-style-type: none"> • Hello Future District website • Print and digital advertising • Council Facebook page • Council website

	<ul style="list-style-type: none"> • 12 feedback booths located across the District, enabling submission of hard copy forms. • Community Boards invited to make any recommendations on projects for inclusion in the LTP. • Hui with seven hapū across the District, based on their management plans. • Workshop with Community Board Chairs and members. • Workshops on the six key topics at Ward Forums with attendees. <p>Workshops with community groups in each ward to identify local priorities for the Wellbeing Plan.</p>
<p>Phase three – special consultative procedure 8 March to 9 April 2021</p>	<p>836 submissions received, with 3808 submission points. Key methods to seek feedback included:</p> <ul style="list-style-type: none"> • Hello Future District website. • Three free community events (one per ward) “Love the Western Bay Fun Days” • Formal hearing opportunity for those who registered. • 18 feedback booths located across the District, enabling submission of hard copy forms. • Instep Young Leaders breakfast (hosted by WBOPDC) on 11 March in Te Puke. • More than 1000 notification emails/letters to community groups and key stakeholders (general and specific to our consultation document proposals). • Mail out to 2905 non-resident ratepayers (NZ only, with postal addresses outside of Tauranga City or Western Bay of Plenty District). • Promotion through social media, radio, print media, digital media. • Informal workshop for all Community Board Chairs and members <p>Two workshops held for iwi and hapū representatives – Tauranga Moana and Te Arawa</p>

6. Community views from the consultation period are reflected in the Issues and Options Papers and proposed comment responses to be considered through this deliberations meeting. These are set out in [Attachment 5 and 6](#) to this report.
7. A summary of summary of submissions (by topic/issue) and the full submissions (written and transcribed verbal submissions) are set out in [Attachment 1-4](#) to this report.

OTHER MATTERS FOR INCLUSION IN FINAL PLAN

8. The following matters have arisen since the Consultation Document and the Supporting Information were prepared and require inclusion in the final Long Term Plan prior to its adoption on 29 June 2021. The Committee is requested to note these matters through recommendation four of this report:

- Audit and Risk independent subject matter expert – inclusion of a budget of \$22,000 per annum to give effect to resolution of Extraordinary Council meeting (C21-6) on 5 May 2021.
- Asset revaluations movement from \$41.1 million in the draft financials to \$117.9 million, resulting in an increase to the depreciation budget of \$2.5 million for the 2021-31 financial period.
- Salary budget increase for year one of the Long Term Plan from \$23.72 million to \$25.5 million.
- Notes the impact of Local Government (Rating of Whenua Māori) Amendment Bill coming into effect 1 July 2021, being that Council must begin considering the non-rating of unused Maori Land. There may be rating implications from year four of the LTP if the number of rateable properties in the District effectively reduces as a result of giving effect to the Act.
- Notes that while Council has adopted an assumption for the subsidy rate to be received from Waka Kotahi on transport expenditure, there may be limitations in Waka Kotahi's ability to pay due to funding constraints within the agency. Should Waka Kotahi reduce the subsidy rate during the course of the Long Term Plan, Council will either reduce transport expenditure to fit within the funding envelope, or approve an alternative funding source to enable the full delivery of planned expenditure.

SIGNIFICANCE AND ENGAGEMENT

9. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
10. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
11. In terms of the Significance and Engagement Policy this decision is considered to be of **high** significance because the decisions made through the deliberations process will affect a range of Council activities, have significant cost implications (in total), the number of residents and ratepayers affected by the decisions, and the level of community interest the in Long Term Plan process.

ISSUES AND OPTIONS ASSESSMENT

Option A Committee makes decisions on all deliberations matters and recommends adoption of the final LTP and related matters to Council	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	Advantages: <ul style="list-style-type: none"> • Elected members can consider the practicable options, advantages and disadvantages of each option, and the financial implications of the options • Staff are given clear direction on the amendments required to complete the Long Term Plan for 29 June 2021, and can complete audit requirements in advance of the adoption meeting • Enables preparation of the decision document.
Costs (including present and future costs, direct, indirect and contingent costs).	The financial implications of each option are outlined in the attached papers, as well as the proposed funding source.
Option B Committee does NOT make decisions on all deliberations matters and is unable to recommend adoption of the final LTP and related matters to Council	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental 	Disadvantages: <ul style="list-style-type: none"> • Unresolved matters will jeopardise completion of the Long Term Plan, which is required by the Local Government Act 2002 to be adopted no later than 30 June 2021.
Costs (including present and future costs, direct, indirect and contingent costs).	Financial implications may be unclear.

STATUTORY COMPLIANCE

12. The recommendations of this report enable Council to complete its Long Term Plan, using the process and requirements determined by the Local Government Act 2002. This includes the completion of the special consultative procedure and requirements in relation to decision-making. The decisions are considered to be consistent with Council's plans, policies and bylaws, unless specifically identified as being inconsistent through the deliberations process.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
LTP production budget	Within existing budget allocations.
Deliberations matters	The financial implications of each option are outlined in the attached papers, as well as the proposed funding source.

ATTACHMENTS

All attachments are available on Council's website at:

<https://www.westernbay.govt.nz/council/council-committees-and-community-boards/annual-plan-and-long-term-plan-committee>

10 INFORMATION FOR RECEIPT