

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
ANNUAL PLAN AND LONG TERM PLAN COMMITTEE MEETING NO. APLTP22-1
HELD VIA ZOOM ONLY (AUDIO/VISUAL LINK) UNDER COVID-19 PROTECTION FRAMEWORK
RED (PHASE THREE), LIVESTREAMED ON TUESDAY, 8 MARCH 2022 AT 9.30AM**

1 PRESENT

Deputy Mayor J Scrimgeour (Chairperson), Cr G Dally, Cr M Dean, Cr J Denyer, Cr M Grainger, Cr M Gray, Cr A Henry, Cr K Marsh, Cr M Murray-Benge, Cr A Sole, Cr D Thwaites, and Mayor G Webber

2 IN ATTENDANCE

J Holyoake (Chief Executive Officer), G Allis (Deputy CEO/Group Manager Infrastructure Services), R Davie (Group Manager Policy Planning and Regulatory Services), J Graham (Acting General Manager Finance and Technology Services), P Watson (Reserves and Facilities Manager), E Watton (Policy and Planning Manager), D Jensen (Finance Manager), L Balvert (Communications Manager), O McVicker (Manager Corporate Services and Businesses Improvement), M Leighton (Senior Policy Analyst), J Rickard (Senior Policy Analyst), R McKeagg (Financial Accountant), S Bedford (Financial Controller), A Carey (Financial Business Advisor), and B Clarke (Senior Governance Advisor)

COMMUNITY BOARDS

R Crawford (Chair, Te Puke Community Board)

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil.

5 DECLARATIONS OF INTEREST

Nil.

6 PUBLIC EXCLUDED ITEMS

Nil.

7 PUBLIC FORUM

Nil.

8 PRESENTATIONS

Nil.

9 REPORTS

9.1 ANNUAL PLAN 2022/23 – ADOPTION OF CONSULTATION DOCUMENT, SUPPORTING INFORMATION AND SCHEDULE OF FEES AND CHARGES FOR PUBLIC CONSULTATION

The Senior Policy Analyst introduced the report to adopt the Annual Plan consultation document for public consultation.

Key points:

- The Annual Plan was projected to closely align with the Long Term Plan (LTP), that Council adopted in 2021.
- It anticipated a rates increase of 3.96%, which was only marginally lower than the 3.98% forecast through the LTP.
- The only change being considered was to the Pukehina Development Rate (PDR). Council was seeking responses from the Pukehina community about the future of that rate. As the PDR was the only item 'in scope', any submissions received requesting material or significant changes to other parts of Council's business or budgets could not be considered through the process, and would be deferred until the next Annual Plan.
- The report also sought adoption of the Fees and Charges, to be consulted on concurrently with the Annual Plan, from 21 March to 21 April 2022.
- A few minor corrections would be made to the Fees and Charges document. One was the minimum fee for 'Engineering design approval', which would be corrected from \$250.00 to \$800.00.

Responses to questions:

- Repetition of figures in the table on page 29 of the agenda would be corrected.
- Council used the revenue metric prescribed by Inland Revenue for mileage charges. That rate may catch up as petrol prices changed, but the current revenue metric must be used.

- Council could not consider matters outside of the PDR, because it had adopted the Annual Plan and communicated that the only material or significant change being considered through this process was the PDR. Everything else would be kept in line with the LTP. As required by legislation, Council had set the scope for consultation and must adhere to it.
- In relation to the roading rate and inflation, when Council worked through the Annual Plan process, it had signalled an increase in pricing. This had been apparent through the contract extension, and what was reflected in the market place. Council had included an allowance for increases in the LTP budget. The extent of the situation was not currently known, and would not be known until Council went to the market. This could be tested by putting some projects out to competitive tender, e.g. Ōmokoroa Road went out to competitive tender. In the final analysis, the contractor had to manage the balance between the budget Council set and the work programme. Some factors might alter the work programme. Standards on maintenance came through the maintenance contract and should be met, but if the contractor was compromised due to Covid-19, that may have an impact.
- In relation to Pyes Pa Hall costs, there were few replacement members applying to be on the Hall Committee, as members vacated their positions. If the community was not able to operate the hall, the matter would come back to Council to determine what would happen in future. Some of the money being spent covered insurance costs.
- In relation to the PDR, the preferred option to maintain the status quo was a Councillor-led direction that had been indicated through workshop discussion in December 2021.
- The roading rate had been set based on Council's projected expenditure, therefore, it matched projected expenditure for next year. It had increased due to the 'seal extension bubble', which effected rates. In a following year Council may have to do a 'reset'.
- In relation to Maketu sewerage scheme, there were five properties not connected. At the moment, with the ownership of those properties, it was problematic to achieve connection.
- Staff would ensure the information on the proposed rates increases would be loaded on to Council's website, as had been done with the LTP, however, Council was not actively seeking submissions on rates increases.

Elected Members commended staff for their work, and expressed their full support in adopting the Annual Plan consultation document for public consultation.

RESOLUTION APLTP22-1.1

Moved: Deputy Mayor J Scrimgeour

Seconded: Cr J Denyer

1. That the Senior Policy Analyst's report dated 8 March 2022, titled 'Annual Plan 2022/23 - Adoption of Consultation Document, Supporting Information and Schedule of Fees and Charges for Public Consultation', be received.
2. That the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.
3. That the Assessment of Materiality and Significance (Attachment E of the agenda report) be endorsed.
4. That the Supporting Information for the Annual Plan 2022/23 Consultation Document (Attachment B of the agenda report) be adopted for the purpose of providing supporting information for the Annual Plan 2022/23 Consultation Document.
5. That, in accordance with sections 82 and 95A of the Local Government Act 2002, the draft Annual Plan 2022/23 Consultation Document (Attachment A of the agenda report) be adopted for the purpose of consultation from 21 March to 21 April 2022.
6. That in accordance with Sections 82 and 150 of the Local Government Act 2002, the draft Schedule of Fees and Charges 2022/23 (Attachment C of the agenda report) and the Statement of Proposal (Attachment D of the agenda report) be adopted for the purposes of public consultation from 21 March to 21 April 2022, noting that on page 24 of the draft Schedule of Fees and Charges 2022/23, the minimum fee for 'Engineering design approval' be corrected to \$800.00, rather than \$250.00.
7. That the Chief Executive Officer be delegated authority to make minor editorial changes to the documents if required.

.CARRIED

10 INFORMATION FOR RECEIPT

Nil.

The meeting was declared closed at 9.53am.**Minutes confirmed as a true and correct record by Council on 6 April 2022.**