

Waimakariri District Council

Agenda

Tuesday 28 February 2023

4.30pm

Council Chambers

215 High Street

Rangiora

Members:

Mayor Dan Gordon

Cr Neville Atkinson

Cr Al Blackie

Cr Robbie Brine

Cr Brent Cairns

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Niki Mealings

Cr Philip Redmond

Cr Joan Ward

Cr Paul Williams

The Mayor and Councillors

WAIMAKARIRI DISTRICT COUNCIL

A meeting of the **WAIMAKARIRI DISTRICT COUNCIL** will be held in THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, on **TUESDAY 28 FEBRUARY 2023 commencing at 4.30pm.**

Sarah Nichols
GOVERNANCE MANAGER

**Recommendations in reports are not to be construed as
Council policy until adopted by the Council**

BUSINESS

Page No

1. APOLOGIES

2. CONFLICTS OF INTEREST

Conflicts of interest (if any) to be reported for minuting.

3. REPORT

3.1 Adoption of the Draft Annual Plan 2023/2024 and Consultation Documents – J Millward (Acting Chief Executive)

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 230217021500
- (b) **Adopts** the Draft Annual Plan 2023/2024 (TRIM No. 221108195041) as the principal document relied on for the content of the Consultation Document;
- (c) **Adopts** the Consultation Document 2023/2024 (TRIM No. 230216021299) as the statement of proposal for public participation in decisions on the content of the draft Annual Plan;
- (d) **Notes** the Annual Plan Engagement Schedule (TRIM No. 230217021640) with the special consultative procedure to open on 17 March 2023 and close on 17 April 2023;
- (e) **Notes** the Draft Annual Plan and Consultation Document refers to further information and reports and this information will be provided on the Council website during the special consultative procedure from 17 March 2023 to 17 April 2023;
- (f) **Notes** that given the 2021 – 2031 Long Term Plan was prepared on economic inflation forecasts of about 2% and the Local Government cost index has been as high as 7.6%, the draft 2023/24 Annual Plan average rates increase proposed of 5.97% is a relatively good result to in terms minimising the rating costs and achieving affordability;

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- (g) **Delegates** to the Mayor and Acting Chief Executive authority to amend the Consultation Document following Audit opinion and Council comments.

17. NEXT MEETING

The next meeting of the Council is scheduled to commence at 1pm on Tuesday 7 March 2023 in the Council Chamber, 215 High Street, Rangiora.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO: LTC 03-08 / 230217021500

REPORT TO: Council

DATE OF MEETING: 28 February 2023


AUTHOR(S): Jeff Millward – Acting Chief Executive

SUBJECT: Adoption of the Draft 2023-2024 Annual Plan and Consultation Document

SIGNED BY: _____

(for Reports to Council or Committees or Boards)

Department Manager


pp Acting Chief Executive

1. SUMMARY

1.1. The purpose of this report is to recommend to Council the adoption for consultation the Draft Annual Plan 2023/2024 (AP) and Consultation Document 2023/2024 (CD). A proposed AP Engagement Schedule is provided for feedback.

Attachments:

- i. Draft Annual Plan 2022/2023 (TRIM No. 221108195041) (*circulated separately*)
- ii. Consultation Document 2022/2023 (TRIM No. 230216021299) (*circulated separately*)

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 230217021500
- (b) **Adopts** the Draft Annual Plan 2023/2024 (TRIM No. 221108195041) as the principal document relied on for the content of the Consultation Document;
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- (f) **Notes** that given the 2021 – 2031 Long Term Plan was prepared on economic inflation forecasts of about 2% and the Local Government cost index has been as high as 7.6%, the draft 2023/24 Annual Plan average rates increase proposed of 5.97% is a relatively good result to in terms minimising the rating costs and achieving affordability;
- (g) **Delegates** to the Mayor and Acting Chief Executive authority to amend the Consultation Document following Audit opinion and Council comments.

3. BACKGROUND

3.1. The draft Annual Plan 2023/2024 (AP) presented for approval is a requirement of the Local Government Act 2002 and sets out the activities, services and investment planned for the Council over the year and how council sets out how to fund its activities and

services. The AP is for the second year of the Long-Term Plan 2021-2031 (LTP) that is prepared every three years.

- 3.2. Section 95 States the Council must prepare and adopt an annual plan for each financial year. Section 95 (2A) provides exemption of consulting if the annual plan does not include significant or material differences from the content of the LTP for the financial year to which the proposed annual plan relates. Even though this AP does not differ significantly to the LTP, Council considers it is good practice to consult with its community each year.
- 3.3. Section 95B, states the purpose of the CD is to provide a basis for effective public participation in local authority decision-making processes relating to the activities on costs and funding, as proposed for inclusion in the annual plan by:
 - (a) Identifying significant or material difference between the proposed AP and the content of the LTP for the financial year to which the annual plan relates; and
 - (b) Explaining the matters in paragraph (a) in a way that can be readily understood by interested or affected people and;
 - (c) Informing discussion between the local authority and its communities about the matters in paragraph (a).
- 3.4. Local Government Act 2002 states that it is Council's discretion to decide what is appropriate to include in the Consultation Document.
- 3.5. The AP is not required to be audited, as the financial information does not differ significantly to that adopted in the 2021-2031 Long Term Plan.

4. ISSUES AND OPTIONS

- 4.1. Determining the draft AP for consultation and achieving an affordable rating and service delivery has been extremely challenging, if not the most challenge in the last 30 years. Listed are some of the major matters that have been addressed within the draft AP, most unknown when adopting the 2021 -2031 LTP:
 - 4.1.1. Government reforms, that were unknown when setting the LTP and providing uncertain of primarily what Local Government services will be provided;
 - 4.1.2. Restrictions / withdrawal of funding subsidies and grants from Government.
 - 4.1.3. The effects of Covid on inflation, restriction of labour resources and supplies, and resulting effects to community wellbeing.
 - 4.1.4. Inflation was signalled by BERL to be as low as 2%, whereas the actual Local Government cost index has been 7.6% and the cpi has been over 7.2% for a considerable period.
 - 4.1.5. The extent and intensity of adverse whether events are no allowed for and the effects of climate change has been more severe than envisaged within this period.
- 4.2. Given primarily the factors identified within section 4.1.4, a revaluation of the assets was required under accounting standards, which added \$0.4b to Councils' asset carrying values, resulting an increased depreciation funding requirement and a 7.5% rating increase, on top of the 7.1% (before growth) signalled within the 2024/25 Annual Plan. This meant a starting position of a 14.6% average rating increase.
- 4.3. In an effort to reduce the rating requirement, various savings in have been found primarily from, delaying some staff positions, increasing fees and charges, \$6.1m of depreciation charges has been delayed and the effect spread across the next five years,

increasing the earthquake loan rate to progressively fund the loan, has been delayed a year.

4.4. The draft Annual Plan proposes a rating increase of 5.97% compared with 4.3% signalled in the 2021- 2031 Long Term Plan.

4.5. Key topics that the Council is seeking feedback on within the Consultation Document

- 1) New regulations mean we need to test water supplies more regularly and potentially bring forward planned upgrades to remain chlorine-free;
- 2) We have to make immediate improvements to the stormwater network following flooding from extreme weather events;
- 3) Inflation and Waka Kotahi subsidies available is disproportionately affecting our roading budget and more is needed to make sure local roads remain at a high standard.

Other issues that are included as new items included within the consultation include:

- Three Waters, Resource Management Reforms, the Future for Local Government Review as well as Modernising the Emergency Management Framework.
- Climate change and sustainability, Community Facilities, Rubbish and Recycling, Ratings Revaluation, and Inflation and Depreciation and changes to development contributions, fees and charges.
- The development contributions policy incorporating the changes outlined in the Local Government (Rating of Whenua Māori) Amendment Act 2021

Given that there are not any big topics for discussion in the draft Annual Plan, our engagement focus is on the importance of keeping our community up to date and focus on how their feedback influences the decision-making process.

4.6. The key communications and actions planned over the consultation are as follows:

Activity	Action
Consultation Document	<ul style="list-style-type: none"> • Distributed to Council Service Centres and other public places.
Engagement events	<ul style="list-style-type: none"> • Activations at Ohoka Market, Oxford A&P show, 'Pegasus Cuppa' and online 'Q&A; webinar
Media releases/news stories	<ul style="list-style-type: none"> • One released day before consultation opens • Second two weeks into engagement opens reminding that 2 weeks left to provide feedback • Third after engagement closes outlining next steps
Community noticeboard	<ul style="list-style-type: none"> • To include media release content through the engagement period in the column
Newspaper adverts	<ul style="list-style-type: none"> • Northern Outlook • North Canterbury News • Smaller Community Newspapers - I.e. Oxford, Pegasus, Woodend, Kaiapoi
Mayoral columns	<ul style="list-style-type: none"> • Summarising engagement topics and encouraging residents to provide feedback. • Columns included in North Canterbury News
Digital Slides	<ul style="list-style-type: none"> • Digital Slides to be used across screen network at Council buildings
Video series	<ul style="list-style-type: none"> • An introductory message on what the Annual Plan is, what the key issues are, why it is important for the community to participate, and how they can provide feedback. • Footage of Kaiapoi Hub Trust, Rangiora Airfield Advisory Group. • Short snappy videos – clear messaging and call to action. Every video will link to online engagement.
Radio Ads	<ul style="list-style-type: none"> • Quick summary of Annual Plan topics with call to action directing people to

	<p>online engagement</p> <ul style="list-style-type: none"> • Second reminder with two weeks to go • Third spot to encourage 'final week to tell us what you think'.
Social Media – Facebook	<ul style="list-style-type: none"> • Regular social media posts at each stage of the Annual Plan engagement • Posts are sponsored / boosted to increase reach • Drop in events posted on our page and community targeted • Encourage people/ groups and organisations to share our posts
Billboards	<ul style="list-style-type: none"> • Integrated with our print ad collateral the billboards will be used in Rangiora and Kaiapoi. Outlining key topics in draft Annual Plan and call to action for feedback.
Letterbox drop - mailbox A5 flyer delivery	<ul style="list-style-type: none"> • Integrated with our print ad collateral the A5 will outline key topics in draft Annual Plan and call to action for feedback
Internal Communication <ul style="list-style-type: none"> • Workplace • CE Update • Project pages 	<ul style="list-style-type: none"> • Informing staff about the process to arm them with information in case they are asked any questions by friends, family, or members of the public
Email to target local groups	<ul style="list-style-type: none"> • Email to all community and residents' groups/associations with links to online engagement encouraging them to participate • Use Engagement and e-news platforms to send emails to those registered with link to online engagement
Public events	<ul style="list-style-type: none"> • These events are limited due to the restrictions of numbers due to Covid and Council's acknowledging the Health and Safety precautions.
Let's Talk – Engagement page	<ul style="list-style-type: none"> • Let's Talk engagement page set up showing project lead, topics, various engagement opportunities as well as the process for providing feedback • Link to Submissions Manager and other engagement tool – poll or Q&A option • CD is online and available for download • Aim to be transparent about the implications of decision making on rates and the impact on the ability to deliver the longer-term work programme for the district • Easy for people to share via social media

4.7. Key Dates

- Consultation period - 17 March to 17 April 2023;
- Council hearing of submissions - 3 May - 4 May 2023;
- Council deliberations on submissions - 30 May - 31 May 2023;
- Adoption of the 2022/2023 Annual Plan - 20 June 2023.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

4.8. The management team have reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are consulted through various forums and groups contributing to the LTP and subsequent AP and have been consulted in regard to the amendment to the Development contributions.

5.2. **Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Changes to the Fees and Charges are included within the CD.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. There are various matters in the CD seeking community views.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

As set out in the Financial Section of the AP.

The Draft Annual Plan 2023/2024 proposes a District average rate increase of 5.97%. The Long-Term Plan signalled an increase of 4.3%.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

The Key Assumptions and Risks determined within the LTP have been used as the underlying basis in preparation of the AP.

7. **CONTEXT**

7.1. **Consistency with Policy**

This matter is a not matter of significance in terms of the Council's Significance and Engagement Policy. The matters contained within the draft Annual Plan documents do not require an amendment to the 2021-2031 Long Term Plan.

7.2. **Authorising Legislation**

Local Government Act 2002

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report and the draft Annual Plan contains Councils plan to achieving community outcomes and applies to specially to the outcome, there are wide ranging opportunities for people to contribute to decision-making by national and regional organisations that affect the district.