

Western Bay of Plenty District Council

Minutes of Meeting No. LTAP7 of the Long Term and Annual Plan Committee held on 7 March 2019 in the Council Chamber, Barkes Corner, Tauranga commencing at 1.00pm

Present

Councillor J Scrimgeour (Chairperson), Councillors G Dally, M Dean, M Lally, P Mackay, D Marshall, M Murray-Benge, J Palmer, D Thwaites and Mayor Webber

In Attendance

M Taris (Chief Executive Officer), G Allis (Deputy Chief Executive), J Pedersen (Group Manager People and Customer Services), K Perumal (Group Manager Finance and Technology Services), R Davie (Group Manager Policy, Planning and Regulatory Services), P Hennessey (Communications Director), G Payne (Strategic Advisor), E Watton (Policy and Planning Manager), I Butler (Finance Manager), B Whitton (Customer Experience Manager), M Leighton (Senior Policy Analyst), D Jensen (Senior Financial Planner), R Woodward (Communications Advisor) and M Parnell (Governance Advisor)

Community Boards

A Sole (Chairperson, Waihi Beach Community Board), M Grainger (Chairperson, Omokoroa Community Board) and P Miller (Chairperson, Te Puke Community Board)

Others

Clarence Susan and Maree Procter (Audit New Zealand), and Joan Dugmore

Apologies

An apology for absence was received from Councillor Williams and an apology for lateness from Councillor Murray-Benge. It was noted that Councillor Marsh was on a leave of absence.

Resolved: Mayor Webber / Marshall

THAT the apologies for absence from Councillor Williams and for lateness from Councillor Murray-Benge be accepted.

LTAP7.1 **Recommendatory Report from the Waihi Beach Community Board - Draft 2019/2020 Annual Operating Budget**

The Committee considered a report from the Democracy Advisor dated 17 October 2019 as circulated with the agenda.

1.02pm Councillor Murray-Benge entered the meeting.

Resolved: Lally / Marshall

1. *THAT the Long Term and Annual Plan Committee adopt the Waihi Beach Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Annual Plan 2019/20.*

Operating Costs	2020	
CBD Road Closure	1,000	
Conference/Training	2,000	
Extra Rubbish Collection	2,000	
Contingency	2,000	
Grants	5,000	
Mileage Allowance	5,000	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Department Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COST		

2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

LTAP7.2 **Recommendatory Report from the Omokoroa Community Board - Draft 2019/2020 Annual Operating Budget**

The Committee considered a report from the Democracy Advisor dated 18 October 2018 as circulated with the agenda.

It was noted that an amendment would be made if the Omokoroa Community Board was disestablished by the Local Government Commission as per the Council resolution for the 2018 Representation Review.

Resolved: Mayor Webber / Mackay

1. *THAT the Long Term and Annual Plan Committee adopt the Omokoroa Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Long Term Plan 2018/28*

Operating Costs	2020	
Conference/Training	500	
Contingency	3,500	
Grants	7,000	
Mileage Allowance	2,000	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Department Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COST		

2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy*

LTAP7.3

Recommendatory Report from the Katikati Community Board - Draft 2019/2020 Annual Operating Budget

The Committee considered a report from the Democracy Advisor dated 29 October 2019 as circulated with the agenda.

Resolved: Mackay / Lally

1. *THAT the Long Term and Annual Plan Committee adopt the Katikati Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Long Term Plan 2018/28*

Operating Costs	2020	
Conference/Training	2,000	
Contingency	2,000	
Grants	8,000	
Mileage Allowance	2,000	
Security	6,500	
Street Decoration	4,500	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Department Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COST		

2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

LTAP7.4 **Recommendatory Report from the Maketu Community Board - Draft 2019/2020 Annual Operating Budget**

The Committee considered a report from the Democracy Advisor dated 29 October 2018 as circulated with the agenda.

Resolved: Thwaites / Scrimgeour

1. *THAT the Long Term and Annual Plan Committee adopt the Maketu Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Long Term Plan 2018/28*

Operating Costs	2020	
Contingency	17,000	
Grants	5,000	
Mileage Allowance	1,000	
Security	4,020	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Department Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COST		

2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

LTAP7.5 **Recommendatory Report from the Te Puke Community Board - Draft 2019/2020 Annual Operating Budget**

The Committee considered a report from the Democracy Advisor dated 29 October 2019 as circulated with the agenda.

Resolved: Dally / Lally

1. *THAT the Long Term and Annual Plan Committee adopt the Te Puke Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Long Term Plan 2018/28*

Operating Costs	2020	
Conference/Training	2,000	
Contingency	5,000	
Grants	11,000	
Mileage Allowance	1,000	
Security	7,560	

Operating Costs	2020	
Street Decoration	10,000	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Department Charges	<i>Determined by Overhead Cost Allocation</i>	
TOTAL OPERATING COST		

2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

LTAP7.6

Adoption of the Draft Annual Plan 2019-20 and Long Term Plan Amendment Consultation Document and Supporting Information

The Committee considered a report from the Finance Manager dated 21 February 2019 as circulated with the agenda.

The Group Manager Finance and Technology Services advised that the Auditors were present at the meeting in case there were any questions.

Clarence Susan from Audit New Zealand advised that he was one of the auditors who had looked at the draft Annual Plan 2019-20 and Long Term Plan Amendment Consultation Document and Supporting Information and that the auditors were satisfied with the documentation.

In response to questions, staff advised that information about the targeted rate for Omokoroa greenwaste was available on page 80 of the document, but could be moved to page 71 where people may expect to see that information.

Resolved: Mackay / Lally

1. *THAT the Finance Manager and Senior Policy Analyst's report dated 21 February 2019 and titled 'Adoption of the Draft Annual Plan 2019/20 and Long Term Plan Amendment Consultation Document and Supporting Information' 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 Prospective Financial Statements, Funding Impact Statements – Rates, Reserve Funds, Significant Accounting Policies and Funding Impact Statements be adopted for the purpose of providing supporting information for the draft Annual Plan 2019/20 Consultation Document (included in Attachment B to this report).*
4. *THAT the proposed changes to the Revenue and Financing Policy – Solid Waste be adopted for public consultation, pursuant to section 102 of the Local Government Act 2002, and that the Revenue and*

Financing Policy – Solid Waste Statement of Proposal (Attachment E) be adopted for the purposes of consultation to run concurrently with the Draft Annual Plan 2019-20 and Long Term Plan Amendment Consultation.

5. *THAT the combined supporting information for the Long Term Plan Amendment which represents the full proposal of changes to the Long Term Plan 2018-2028 be adopted for the purposes of public consultation (Attachment C to this report).*
6. *THAT the report adopted by the Policy Committee on 13 December 2018 and titled 'Waste Management and Minimisation Investigations' and including the issues and options papers attached to that report, and the three reports by Eunomia: Kerbside Waste and Recycling Services – Background Information (Eunomia - July 2018), Solid Waste Services Options – Modelling Report (Eunomia - August 2018), Solid Waste Services Options – Detailed Investigations Report (Eunomia – October 2018), are adopted for the purpose of providing other supporting information for the draft Annual Plan 2018-28 and Long Term Plan Amendment Consultation Document (included in Attachment D to this report).*

Resolved: Mayor Webber / Murray-Benge

7. *THAT the Audit Report on the Long Term Plan Amendment Consultation Document be received.*
8. *THAT in accordance with sections 82, 95A and 95B of the Local Government Act 2002, the draft Annual Plan 2019-2020 and Long Term Plan Amendment Consultation Document as set out in (Attachment A) to this agenda be adopted for the purpose of consultation from 18 March to 18 April 2019.*
9. *THAT the Chief Executive Officer be delegated authority to make minor editorial changes to the supporting information documentation if required.*

LTAP7.7

Adoption of the Draft Schedule of Fees and Charges 2019-2020

The Committee considered a report from the Customer Experience Manager dated 21 February 2019 as circulated with the agenda. The Group Manager Finance and Technology Services reminded Councillors that the change in fees and charges was largely to do with the recent policy change, which was a shift away from rates to user pays.

In response to questions, staff advised of the changes to the Fencing of Swimming Pools Act and Building Act which required Council to check swimming pool fences every three years.

Resolved: Mayor Webber / Mackay

1. *THAT the Customer Experience Manager report dated 21 February 2019 and titled 'Adoption of the Statement of Proposal for Consultation on the Draft Schedule of Fees and Charges 2019-20' 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 in accordance with Sections 82 and 150 of the Local Government Act 2002, the Statement of Proposal (Attachment A) and the draft Schedule of Fees and Charges 2019-20 (Attachment B) be adopted for public consultation.*
4. *THAT the Chief Executive Officer be delegated authority to make minor editorial changes to the draft Schedule of Fees and Charges 2019-20 if required.*

The Communications Director advised that there would be a media release after the meeting regarding the draft Annual Plan and Long Term Plan Amendment that would be supported through Council's communication channels. A print and radio campaign would start next week in the lead up to the "Have Your Say" consultation events, which would also be supported by a radio campaign.

In response to questions, staff advised that the documents on the agenda were available on the Council website, and that all documentation would be publicly available by 18 March 2019.

The meeting concluded at 1.19pm.

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