

Notice is hereby given that an extraordinary meeting of Horowhenua District Council will be held on:

**Date:** Wednesday, 18 March 2020  
**Time:** 4.00 pm  
**Meeting Room:** Council Chambers  
**Venue:** 126-148 Oxford St  
Levin

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## Council

# OPEN AGENDA

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### MEMBERSHIP

|                          |                           |                   |
|--------------------------|---------------------------|-------------------|
| <b>Mayor</b>             | Mr Bernie Wanden          |                   |
| <b>Deputy Mayor</b>      | Mrs Jo Mason              |                   |
| <b>Councillors</b>       | Mr David Allan            |                   |
|                          | Mr Wayne Bishop           |                   |
|                          | Mr Ross Brannigan         |                   |
|                          | Mr Todd Isaacs            |                   |
|                          | Mr Sam Jennings           |                   |
|                          | Mrs Victoria Kaye-Simmons |                   |
|                          | Mr Robert Ketu            |                   |
|                          | Mrs Christine Mitchell    |                   |
|                          | Ms Piri-Hira Tukapua      |                   |
| <b>Reporting Officer</b> | Mr David Clapperton       | (Chief Executive) |
| <b>Meeting Secretary</b> | Mrs Karen Corkill         |                   |

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Full Agendas are available on Council's website  
[www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)

Full Agendas are also available to be collected from:  
Horowhenua District Council Service Centre, 126 Oxford Street, Levin  
Te Awahou Nieuwe Stroom, Foxton,  
Shannon Service Centre/Library, Plimmer Terrace, Shannon  
and Te Takeretanga o Kura-hau-pō, Bath Street, Levin



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**1 Apologies**

**2 Public Participation**

There will be the opportunity for engagement during the consultation process.

**3 Late Items**

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

**4 Declarations of Interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

**5 Announcements**



File No.: 20/75

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## Annual Plan 2020/2021: Adoption of Consultation Document and Supporting Information

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### 1. Purpose

The purpose of this report is to adopt the Annual Plan 2020/2021 Consultation Document and supporting information.

### 2. Executive Summary

- 2.1 The Consultation Document for the Annual Plan 2020/2021 and supporting information outline the budget and key projects planned for the 2020/2021 financial year. The proposed rates income increase is 6.90% (compared to 5.54% which was projected for Year Three (3) (2020/2021) in the Long Term Plan 2018-2038).
- 2.2 The Consultation Document covers information about how our District is growing, high level financial updates, key project updates for 2020/2021, and provides an opportunity for the community to start providing their ideas for the upcoming LTP 2021-2041. The Consultation Document also invites community feedback on whether or not to partially or fully fund the development of a splash pad at Jubilee Park in Levin.
- 2.3 Adoption of the Consultation Document and supporting information will allow for public consultation to be undertaken in accordance with the requirements of section 95 and 82 of the Local Government Act 2002.

### 3. Recommendation

- 3.1 That Report 20/75 Annual Plan 2020/2021: Adoption of Consultation Document and Supporting Information be received.
- 3.2 That this matter or decision is recognised as significant in terms of S76 of the Local Government Act.
- 3.3 That the Horowhenua District Council adopts for community engagement, the Consultation Document 'What's Our Plan 2020/2021' and supporting information for the Annual Plan 2020/2021.
- 3.4 That the Chief Executive be given delegated authority to correct minor drafting errors in the 'What's Our Plan 2020/2021' Consultation Document and supporting information prior to the documents being published and released for public comment.

### 4. Background / Previous Council Decisions

- 4.1 In June 2018, Council adopted the Long Term Plan 2018-2038 (LTP). The LTP sets the direction, including both financial and non-financial aspects, of Council business for the 20-year period it covers. Council is required to develop an LTP every three years and in alternate years it must adopt an Annual Plan. The purpose of the Annual Plan is to:
  - contain the proposed annual budget and funding impact statement for the year to which the annual plan relates; and
  - identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year; and
  - provide integrated decision making and co-ordination of the resources of the local authority; and

- contribute to the accountability of the local authority to the community.
- 4.2 The Annual Plan 2020/2021 is Year 3 of the LTP 2018-2038. There is limited scope for change that can occur through an Annual Plan. An Annual Plan must be prepared in accordance with the requirements outlined in section 95 of the Local Government Act 2002.
- 4.3 The legislation change in 2014 to the Local Government Act placed an emphasis on the process being an 'exceptions based' Annual Plan, in other words Councils focusing their consultation for their Annual Plans on any 'significant or material' exceptions to what was signaled in the applicable LTP rather than all aspects of the Annual Plan.
- 4.4 In November 2019 Council decided to consult on its Annual Plan for 2020/2021. At this point there were no specific significant or material changes that it would be consulting. Consultation was to provide the community with an overview of how our District is growing, give key financial updates, and key project updates for 2020/2021. Consultation also provides an opportunity to get the community to start putting forward their ideas for the upcoming LTP 2021-2041. With work on this LTP due to commence later this year.
- 4.5 With the paddling pool at Jubilee Park nearing the end of its life there is an opportunity for Council to consider whether to replace the pool with another water play feature in the future. Council is aware there is some community interest in establishing a splash pad locally. Therefore, a topic has been included in the Consultation Document to help Council gauge whether there is sufficient public support for Council to invest in the construction of a splash pad at Jubilee Park in Levin. The Consultation Document outlines the options and financial implications of those options in relation to the splash pad topic.
- 4.6 The Consultation Document is a relatively high level document and therefore supporting information (including a Draft Annual Plan 2020/2021) is available for the community to view if they would like to understand what Council has planned for 2020/2021 in greater detail.

## 5. Discussion

### Consultation Document – Annual Plan 2020/2021

- 5.1 The Consultation Document (What's Our Plan 2020/2021) covers our vision and community outcomes; how our district is growing and what this means for us; important financial information; and key projects for 2020/2021. It also provides an opportunity for the community to provide feedback to help guide Council in its planning for 2021 and beyond.
- 5.2 The Consultation Document will also specifically ask the community to indicate their preference on whether or not Council should allocate funding towards a splash pad being constructed at Jubilee Park as a replacement water play feature for the paddling pool that is due to be removed from this Park.

### Rates:

- 5.3 The projected rates income increase identified in Council's Financial Strategy in the LTP 2018-2038 for Year 3 was 5.54% with a maximum of 6.54% identified. The proposed rates income increase in the Draft Annual Plan 2020/2021 is 6.90%.

While the percentage increase is slightly higher than projected in the LTP 2018-2038, the dollar value of the income increase is consistent with what we indicated we would need (i.e. in the LTP we projected we would need \$41,493,000 in rates income for 2020/2021 and for this Annual Plan our proposed rates income will be \$41,490,000). A key reason that our rates income is consistent with what we said it would be in the LTP, but our percentage increase being higher, is because our rates income for 2019/2020 was lower than we had projected in the LTP 2018-2038 (e.g. we projected a rates income of \$39,315,000 for 2019/2020 in the LTP and we actually had an income of \$38,811,000).



Revaluation effect on rates:

- 5.4 Rating values are reassessed every three years and during 2019 Quotable Value New Zealand carried out a rating revaluation for properties in the Horowhenua District. The new rating values for properties will have an effect in terms of rates from 1 July 2020.
- 5.5 Rating values are one of the factors that Council uses to calculate a property's rates and therefore changes in a property's value can affect the amount they pay in rates. For example, properties that have an above average increase in their rating value compared to other properties in the District will receive an increase in the amount of rates they pay. The Consultation Document includes an explanation about the rating revaluation and the effect on rates to help property owners better understand the proposed increase (or in some cases decrease) to their rates.

## 6. Options

Option 1 – Adopt for public engagement, the Consultation Document and supporting information for the Annual Plan 2020/2021.

Option 2 – Delay adopting for public engagement, the Consultation Document and supporting information for the Annual Plan 2020/2021, and provide direction to officers on required changes.

Officers recommended option is Option 1. The adoption of the Annual Plan 2020/2021 Consultation Document and supporting information will enable the start of the public engagement process. The documentation is reflective of the guidance and input from elected members through Council briefings and from reviewing the documents. Delaying the adoption of the Annual Plan 2020/2021 Consultation Document and supporting information until a later date would pushout the public engagement process and create time pressure for having the final Annual Plan adopted by 30 June 2020.

### 6.1 Cost

The costs associated with preparing the Consultation Document and supporting information for the Annual Plan 2020/2021 are met from existing budgets.

#### 6.1.1 Rate Impact

There will be no direct rate impact from the adoption of the Annual Plan 2020/2021 Consultation Document and supporting information. However, the documents identify the potential rate impacts for the 2020/2021. Following the public engagement process, Council will deliberate on public feedback that it has received, and before 30 June 2020 it will determine the final rate impact through the adoption of the Annual Plan 2020/2021.

### 6.2 Community Wellbeing

There are no negative impacts on community wellbeing arising.

### 6.3 Consenting Issues

There are no consents required or consenting issues arising.

### 6.4 LTP Integration

The Annual Plan 2020/2021 reflects Year 3 of the LTP 2018-2038.

## 7. Consultation

- 7.1 Following its adoption, the 'What's Our Plan 2020/2021' Consultation Document will be published for public consultation. The public consultation period runs from 20 March 2020 to 22 April 2020. It is proposed to provide the following community engagement opportunities:

Engagement Events (each held between 4pm and 7pm):

Shannon at the Memorial Hall on Thursday, 26 March 2020

Levin at Te Takeretanga o Kura-Hau-po on Tuesday, 7 April

Foxton at Te Awahou Nieuwe Stroom on Tuesday, 14 April 2020

7.2 A Council presence is also anticipated at the Community Fun Day in Levin on 28 March 2020 and the Foxton Easter Fair on 12 April 2020.

7.3 This year Council has elected not to hold a Hearing following the close of submissions. Instead the Engagement Events will provide the opportunity for members of the community to come along and talk face-to-face to elected members about the Annual Plan 2020/2021. This will provide a more informal way for the community to come and talk to elected members and will hopefully encourage people who would otherwise prefer not to speak to the full Council in a Hearing format to come and share their ideas.

7.4 During the engagement period people will have the opportunity to submit their ideas and feedback on the Consultation Document and Draft Annual Plan 2020/2021. All submissions will be read, considered and deliberated on by Council.

## **8. Legal Considerations**

8.1 The process for consultation on and adoption of the Annual Plan 2020/2021 is specified in the Local Government Act 2002.

8.2 Section 95(2) and section 95(2A) identify that Council must consult with its community on the Annual Plan in accordance with Section 82 of the Local Government Act 2002, unless the Annual Plan does not include any significant or material differences from the LTP.

## **9. Financial Considerations**

9.1 There is no financial impact in adopting the Consultation Document and supporting information for the Annual Plan 2020/2021 for public engagement. The document preparation and engagement process is provided for within existing budgets.

## **10. Iwi Considerations**

10.1 If the Consultation Document and supporting information are adopted and the consultation period commences as planned, then Iwi will have the opportunity to provide feedback and have their say on any matters that are of interest to them in relation to the Consultation Document and the Draft Annual Plan 2020/2021.

## **11. Climate Change Considerations**

11.1 There are no Climate Change considerations that would affect the adoption of the Annual Plan 2020/2021 Consultation Document and supporting information.

## **12. Environmental Considerations**

12.1 There are no Environmental considerations that would affect the adoption of the Annual Plan 2020/2021 Consultation Document and supporting information.

## **13. Health & Safety Considerations**

13.1 If the Consultation Document and supporting information are adopted and the consultation period commences as planned then officers will prepare Health and Safety Plans for the Engagement Events.

## 14. Other Considerations

There are no other considerations.

## 15. Next Steps

- 15.1 If the recommendations are accepted, the Annual Plan 2020/2021 Consultation Document and supporting information will be released for public consultation on 20 March 2020. Public submissions will be closed on 22 April 2020, with community engagement events occurring between these dates.
- 15.2 If Council decides to delay adoption of the Consultation Document and supporting information to allow for further work to be completed, the proposed timeframe will also be delayed. Officers will complete the extra work requested, and will bring the proposal to a subsequent Council meeting.

## 16. Supporting Information

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|--|
| <p><b>Strategic Fit/Strategic Outcome</b></p> <p>The Annual Plan 2020/2021 is consistent with the strategic goals in the LTP 2018-2038 and the Council's Community Outcomes.</p>                         |
| <p><b>Decision Making</b></p> <p>The Annual Plan 2020/2021 Consultation Document and supporting information outlines the key projects, and funding of key projects for the 2019/2020 financial year.</p> |
| <p><b>Consistency with Existing Policy</b></p> <p>Not applicable.</p>  |
| <p><b>Funding</b></p> <p>The Consultation Document and public engagement process are provided for within existing budgets. The Annual Plan 2020/2021 sets out the funding for this financial year.</p>   |

| Risk Area        | Risk Identified  | Consequence | Likelihood  | Risk Assessment (Low to Extreme) | Managed how  |
|------------------|--|-------------|-------------|----------------------------------|--|
| Strategic        |  |             |             |                                  |  |
| Financial        |  |             |             |                                  |  |
| Service Delivery |  |             |             |                                  |  |
| Legal            |  |             |             |                                  |  |
| Reputational     | This will be the first time that Council will not hold a hearing following the close of submissions. This is a change from | Moderate    | Very Likely | Significant                      | We will provide clear communications for the reasons for, and benefits of, doing an alternative to the traditional |

|  |  |  |  |   |
|--|--|--|--|---|
|  | <p>the process that we have traditionally followed for the development of an Annual Plan. It is likely to be met with mixed views from the community as there will be individuals or groups within the community that prefer to have a hearing of submissions.</p> |  |  | <p>hearing.<br/>Officers will also notify known residents and ratepayer groups as well as other key stakeholder groups that usually submit to an Annual Plan and let them know we will not hold a hearing and invite them to the Engagement Events.</p> |
|--|--|--|--|---|

**Confirmation of statutory compliance**


In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**17. Appendices**

| No. | Title   | Page |
|-----|---|------|
| A   | 'What's Our Plan 2020/2021' - Consultation Document ( <i>Under Separate Cover</i> ) |      |
| B   | Draft Annual Plan 2020/2021 ( <i>Under Separate Cover</i> )                         |      |

|           |   |   |
|-----------|---|---|
| Author(s) | <p>Tiffany Gower<br/><b>Strategic Planner</b></p> |  |
|-----------|---|---|

|             |  |  |
|-------------|--|--|
| Approved by | <p>David McCorkindale<br/><b>Group Manager - Customer &amp; Strategy</b></p> |  |
|-------------|--|--|