

# **Long Term Plan 2021/2031 - Adoption of Consultation Document – Towards a Better Kaipara**

**Meeting:** Kaipara District Council  
**Date of meeting:** 24 February 2021  
**Reporting officer:** Diane Miller, Strategic Planning Advisor

## **Purpose/Ngā whāinga**

To seek approval of Kaipara District Council's Long-Term Plan 2021/2031 Consultation Document – Towards a Better Kaipara, ahead of planned community engagement and consultation planned for the month of March.

## **Executive summary/Whakarāpopototanga**

Council has been working towards adopting its new Long-Term Plan (LTP) 2021-2031 by 30 June 2021. Council are required to complete a consultation process ahead of the LTP adoption. A key aspect to consultation with the community is the creation of a Consultation Document (CD). The CD must include key issues, key matters from the financial strategy and infrastructure strategy, and any proposals about significant changes to the funding and rating systems. The impact on rates and debts along with levels of service must also be outlined.

At time of writing, Kaipara District Council's auditors, Deloitte, have completed their audit and are awaiting feedback from the Office of the Auditor General to confirm their audit opinion for Kaipara District Council's CD.

## **Recommendation/Ngā tūtohunga**

That the Kaipara District Council:

- a) Adopts the Long-Term Plan (2021 – 2031) Consultation Document (Attachment A to this report) for community engagement
- b) Delegates the Mayor and Chief Executive the authority to approve any minor editorial changes, in consultation with Deloitte if needed.

## **Context/Horopaki**

Council are required to prepare a CD to support the special consultative procedure for the LTP under sections 93A-93G of the Local Government Act.

The CD is the legal basis for consultation on the LTP, and a well-prepared CD is designed to attract a wide section of the community to participate in guiding the direction of Council.

The CD is a requirement of sections 93A of the Act. Sections 93E, 93F and 93G are also relevant. The required content of the CD includes:

1. Key issues (as determined with referent to the significance and engagement policies and other issues which will be important to the community)
2. Key matters from the financial strategy and infrastructure strategy
3. Any proposals for significant changes to the funding system, including changes to rating system
4. The impact of the proposals in the LTP on rates and debt

5. The impact of the proposal in the LTP on levels of service
6. Information describing the impacts of the proposals on rates assessed across different categories of rating unit, with different property values and
7. A report from the Auditors.

The key issues are for Kaipara District Council to determine having had regard to:

- The purpose of the consultation document (as set out in section 93B)
- The significance and engagement policy and
- The importance of other matters to the community.

Each issue must clearly present the issue itself, the principal options for resolving each issue, the local authority's proposed option, and the likely consequences of each option for rates and debt.

## Discussion/Ngā kōrerorero

Kaipara District Council have been working on direction setting for the LTP since early 2020. This has included a complete policy review, the creation of financial and infrastructure strategies and council activity reviews and the relating performance measures. Some of the information that has underpinned these documents around growth assumptions, for example, is included in Kaipara's recently published Environmental Scan.

The CD has been created following lengthy planning and preparation, pre-consultation with the Kaipara community to help prioritise and confirm the areas of most interest to our community. Elected members have received monthly briefings specific to the LTP and received several work-in-progress drafts of the consultation document at the November and January LTP Briefings and by email. A final draft along with an example of the document design, was shared at the February LTP briefing. The CD for adoption is located at **Attachment A**.

In consultation with the Office of the Auditor General, Deloitte will be providing a report on the CD (which will be tabled at the Council Meeting) which contains their opinion that the document gives effect to the purposes set out in legislation and is based on quality information and assumptions.

### Options

1. **Council adopts the CD** – Towards a Better Kaipara. This is the recommended option.
2. **Council does not adopt the CD as presented.** If this option is selected staff will require direction on the reasons and changes required. The LTP process would need to be re-scheduled and it could impact the adoption of the final LTP within legislative timeframes.

### Policy and planning implications

The CD has been prepared according to a programme of direction setting work over the previous 10 months. It is based on the major policies that will guide Council for the next three years.

### Financial implications

The source documents on which the CD is based include all the levels of service and their costs, together with the source of funds to pay for these services. They will be used, once inclusive of any amendments from feedback from the community, to set the rates for the 2021/2022 financial year.

### Risks and mitigations

Risk	Mitigation
Council does not adopt the Consultation Document impacting timeframes to deliver Kaipara's Long Term Plan in line with legislative requirements.	Planning for the Long Term Plan commenced earlier than previous LTP's, and Council staff have used Long Term Plan briefings to keep

elected members informed of progress  
ensuring no surprises.

## **Significance and engagement/Hirahira me ngā whakapāpā**

Source documents form part of the consultation under s82 of the LGA2002. All of the source documents will be referenced in the CD and made available on the Kaipara District Council website.

This LTP process is following statutory requirements and the CD will be used to consult with the community.

## **Next steps/E whaiake nei**

Staff will prepare for the scheduled community engagement and consultation activities for the month of March.

## **Attachments/Ngā tapiritanga**

A	Consultation Document – Towards a Better Kaipara
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