

# Long Term Plan 2024-2027 Deliberations: An overview

**Meeting:** Kaipara District Council  
**Date of meeting:** 05 June 2024  
**Reporting officer:** Tracey Deane, Strategic Planning Advisor

## Purpose | Ngā whāinga

To provide an overview of the deliberations and process, where Council will finalise the content of the Long-Term Plan 2024-2027.

## Executive summary | Whakarāpopototanga

Council asked for feedback on its Long Term Plan (LTP) 2024-2027 Consultation Document “Roadmap to Recovery” and the source documents that make up the final LTP. Over the period 4 April to 4 May 2024, 742 submissions were received and Council held hearings on two days, 15 and 16 May 2024, one in Dargaville and one in Mangawhai, to inform these Deliberations.

In order to respect and honour the time the community has taken on submissions and being heard, it is important for elected members to:

- Have read the submissions to understand the diverse views and challenges of our community,
- Put personal opinions and agendas aside,
- Approach deliberations with an open mind,
- Consider the needs of the district as a whole, as per the oath taken when being sworn in to council at the beginning of the triennium.

Deliberations are the final and formal decision stage of the Long Term Plan 2024-2027. All decisions need to be made in this Long Term Plan Deliberations Meeting. From these decisions, the Plan is prepared and presented for adoption.

Decisions made during the deliberations meeting will enable the Long-Term Plan 2024-2027 to be finalised prior to adoption at the July Council Meeting.

Any feedback on the Finance Policies which were consulted alongside the LTP, will also be deliberated.

## Recommendations | Ngā tūtohunga

That the Kaipara District Council:

- a) Notes the decision-making process for the Long Term Plan 2024-2027 deliberations provided in this report,
- b) Delegates the Chief Executive the authority to;
  - Finalise the Long Term Plan 2024-2027 as a result of council decisions made during the deliberations meeting, and
  - Approve changes to financial statements as a result of council decisions made during the deliberations meeting
- c) Notes that the finalised Long Term Plan 2024-2027 will be presented to the July 2024 Council meeting for adoption.

## Context | Horopaki

Preparing and delivering an LTP is a significant amount of work for all councils. Kaipara District Council (KDC) commenced its work on the LTP in December 2022, not long after the triennial

elections. This work involved nine dedicated LTP briefings in addition to the use of normal scheduled briefings and decision-making meetings. A structured project management approach that was open and transparent was followed, with all material provided (via our website) and discussed in the public domain.

Council provided direction through the entire process enabling the preparation of source documents, key projects and a consultation document, that lead to an indicative rate increase and subsequent consultation with the community.

Consultation sought feedback across a range of specific topics including Community hubs for Dargaville and Mangawhai, Ulrich Park Mangawhai options, Climate resilience and adaptation planning, and a range of targeted rate options. Alongside the LTP consultation, council consulted on financial policies. This was simultaneous to streamline the submission process for the community.

The consultation period ran from 4 April 2024 to 4 May 2024, with hearings held on 15 and 16 May 2024 in Dargaville and Mangawhai respectively. Feedback was provided by 742 people through the consultation period, with a total of 45 being heard; 17 in Dargaville and 28 in Mangawhai. The Long Term Plan Hearings Agenda package provided all submissions received and was shared with elected members prior to the hearings on 9 May 2024. These were made available at the same time, on our website Council Meetings page [HERE](#).

Council staff have reviewed the feedback and provided their advice on each of the topics to be considered by council during this deliberations meeting.

This phase in the LTP process is the final stage for this Long-Term Plan 2024-2027. Deliberations is the final opportunity for elected members to make decisions and cement the contents of the plan prior to final adoption of the LTP, at the July 2024 council meeting. This report provides an overview of the deliberations process.

## Discussion | Ngā kōrerorero

The deliberations meeting and agenda comprises a number of topic based options and assessment reports that contain staff recommendations for council to consider. To support the deliberations on the LTP, these are grouped into five sections as provided in table 1, below.

**Table 1 – Report Categories**

Report categories	Comment
Consultation Topics (8)	Based on consultation topic questions
Key themes	Themes that emerged across numerous submissions – for this LTP the themes are predominantly financial
Activities	Based on the Activities in the LTP
Other points raised	Recommended responses to submission feedback on other points
Finance Policies	Feedback on financial policies, consulted alongside the LTP

The order of the deliberations agenda follows the report categories provided above in table 1. Council is presented with recommendations in each and is required to make a decision based on the recommendations and options provided. The reports also provide financial or policy impact information.

Council has been heavily involved in these topics throughout the previous 16-month programme, so the information will be familiar to elected members. Staff have tried to 'right size' the level of information shared in the reports, to provide enough context, and financial information, but not to provide too much repeated information.

Council's deliberations at this meeting are formal decisions of Council. Decisions made during deliberations will be used to finalise the LTP and allow the final LTP to be provided to Council for adoption in July.

### **Finance Policy updates**

There were several policies consulted on alongside this LTP which will require updating because of the decisions that council will make during deliberations. Those affected policies will be amended and presented to council to adopt along with the Long-Term Plan 2024-2027 in July.

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

None of the changes proposed in the deliberations reports trigger Council's Significance and Engagement Policy. Any proposed changes are the result of feedback received through the consultation process, or the proposed updates to the LTP shared with elected members at the Council Briefing 1 May 2024.

### **Next steps | E whaiake nei**

- 1) Prepare the draft LTP Document: Following the deliberations meeting and decisions, staff will prepare the draft Long-Term Plan including:
  - Prepare LTP Introduction and narration will be written and include key decision outcomes
  - Updating the source documentation, including Activity Management Plans (AMP's)
  - Finalise financials including Financial Impact Statements (FIS), Rating FIS, Financial Statements, including Forecast Statements.
- 2) Update the financial policies.
- 3) Present the Draft LTP to elected members at the July Council Briefing.
- 4) Adopt the LTP 2024-2027 and associated documentation at the 31 July 2024 meeting, and
- 5) Set the rates for the first year of the LTP.

Note: The Local Government Act (2002) requires that the LTP be adopted by the end of the financial year prior to the commencement of that Plan. However, in accordance with the repeal of Three Waters legislation by central government in February which granted extensions to this date, Kaipara District Council will adopt the LTP 2024-2027 on 31 July 2024, with rates invoices distributed and invoices payable one month later than normal.