

Chairperson and Community Board Members  
**ŌTAKI COMMUNITY BOARD**

**5 APRIL 2011**

Meeting Status: Public

Purpose of Report: For Decision

## **SUBMISSION TO COUNCIL: DRAFT ANNUAL PLAN 2011/12 & PROPOSED AMENDMENT TO THE 2009 LTCCP**

### **PURPOSE OF REPORT**

- 1 The purpose of this report is to enable the Ōtaki Community Board to consider the process around meeting its statutory obligation to make a submission on the draft Annual Plan 2011/12 and the proposed amendment to the 2009 Long Term Council Community Plan (LTCCP). Both documents were released for public consultation on 28 March and the deadline for receipt of submissions is 5pm, 28 April 2011.

### **SIGNIFICANCE OF DECISION**

- 2 The Council's significance policy is not triggered.

### **BACKGROUND**

- 3 The Council adopted the draft Statement of Proposal (being the Draft Annual Plan 2011/12) for consultation on 17 March 2011.
- 4 During the process of developing the draft Annual Plan, Elected Members also identified the need to amend the 2009 LTCCP. That amendment relates to a proposed change to the Revenue and Financing Policy for Water Management. The Council adopted the draft Statement of Proposal (being the Proposed 2011 Amendment to the 2009 LTCCP) for consultation on 17 March 2011. The proposed amendment is as follows:

#### **Water Management**

- 4.1 It is proposed that from 1 July 2014 all water costs are fully funded from water meter charges. This is part of Council's overall strategy to reduce consumption to 400 litres per person per day peak demand. It should be noted that this initiative sits alongside the continued implementation of the water supply project for Waikanae, Paraparaumu and Raumati.

### Process

- 5 Elected Members, including Board members, have reviewed and discussed the content of the provisional draft of the 2011/12 Annual Plan through a series of workshops held during February and March 2011. The workshops were open to the public and attended by officials from Kāpiti Coast Grey Power and the Council of Elders who all made valuable contributions.

- 6 The consultation period on both documents runs from 28 March to 28 April 2011. All Elected Members will receive a personal copy of the draft documents.
- 7 The Community Board must now meet its statutory obligation to make a formal submission on the draft documentation. The submission can cover, where relevant, any matter currently included in the draft documents, or on any matter that they would wish to see included.

## **CONSIDERATIONS**

### **Timing of making a Submission on the draft Annual Plan 2011/12 and the Proposed 2011 Amendment to the 2009 LTCCP**

- 8 There are two options on how to progress the submission available to the Board for consideration:
  - 8.1 Option One is that the Board resolves to approve the development of a draft submission for circulation and comment by Board members, and final sign-off by the Chair and Deputy Chair of the Board no later than 28 April 2011.
  - 8.2 Option Two is that the Board resolves to approve the development of a draft submission for circulation and comment by Board members, and hold another meeting within the 28 March to 28 April 2011 consultation period to consider and resolve the submission to be made no later than 28 April 2011.

### **Financial Considerations**

- 9 There may be financial implications associated with any matter that the Board submits on. The level of impact would be dependent on whether it is rated at the ward or district level. The Board needs to consider these implications which will be worked through in any final deliberations by the Council.

### **Legal Considerations**

- 10 The Board has a legal mandate to prepare a submission under Section 52 of the Local Government Act 2002. The Board's role is defined as to represent and act as an advocate for the interests of its community (s.52 (a)) and to prepare an annual submission to the territorial authority for expenditure within the community (s.52 (d)).

### **Delegations**

- 11 In addition to the legislative authority noted above, the Community Board has delegated authority to consider this matter. Reference Part D of the Governance Structure which reads:

*“Each of the Community Boards is delegated the following functions, duties and powers....7.18 to review and approve any Community Board submission on issues within its area.”*

### **Consultation**

- 12 In accordance with the Local Government Act 2002 the Council has circulated a Summary of the draft documents with the Monday 28 March 2011 edition of the Kāpiti Observer. The summary includes a special two page spread on the

proposed amendment to the LTCCP for water meters, and a submission form. In addition a three page Kapiti Update appeared in the Kapiti News on Wednesday 30 March 2011 and will contain some coverage of the Draft Annual Plan.

- 13 Copies of the relevant documents and the submission forms are available in the main Council building, the Paraparaumu Library, the Waikanae and Ōtaki Service Centres/Libraries. The documents are also on the Council website.

### **Policy Implications**

- 14 The Draft Annual Plan 2011/12 demonstrates the balance of projects and priorities determined by the Council during a series of workshops held in February–March 2011 which were open to all Elected Members and the public.

### **Publicity Considerations**

- 15 A Summary Document and a Kāpiti Update will be published. In addition, local radio will be used to highlight where copies of the summary and full report can be read or obtained. Copies of the Summary Document were also made available at the Sustainable Home and Garden Show.

### **RECOMMENDATIONS**

- 16.1 That the Ōtaki Community Board notes that it has a legal mandate to make a submission on the draft Annual Plan 2011 and the proposed 2011 Amendment to the 2009 LTCCP and prepares a submission under Section 52 of the Local Government Act 2002 by 28 April 2011.
- 16.2 That the Ōtaki Community Board in relation to the draft Annual Plan 2011 and the proposed 2011 Amendment to the 2009 LTCCP consultation process resolves to:
- 16.2.1 approve the development of a draft submission for circulation and comment by Board members, and final sign-off by the Chair and Deputy Chair of the Board by Thursday 28 April 2011.

OR

- 16.2.2 approve the development of a draft submission for circulation and comment by Board members, and hold another meeting within the 28 March to 28 April 2011 consultation period to consider and resolve the submission to be made by 28 April 2011.

**Report prepared by:**

**Report Approved by:**

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