

**Chairperson and Committee Members**  
ŌTAKI COMMUNITY BOARD

23 APRIL 2013

Meeting Status: **Public**

Purpose of Report: For Decision

## **SUBMISSION TO COUNCIL - DRAFT 2013-14 ANNUAL PLAN**

### **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 2013/14 Annual Plan and the 2013 Amendment to the 2012 Long Term Plan. The documents were released for public consultation on 28 March and the deadline for receipt of submissions is 5pm, 29 April 2013.

### **SIGNIFICANCE OF DECISION**

- 2 The Council's Significance Policy is not triggered.

### **BACKGROUND**

- 3 Elected Members have reviewed and discussed the content of the provisional draft of the Annual Plan and the 2013 Amendment to the 2012 Long Term Plan through a series of briefings and workshops held between January 2013 and March 2013. The workshops were open to the public and attended by officials from Kapiti Coast Grey Power and the Kapiti Coast Older Persons' Council.
- 4 On 21 March 2013 Council adopted the Draft Statement of Proposals (being the Draft 2013/14 Annual Plan and the 2013 Amendment to the 2012 Long Term Plan) for consultation between 28 March and 29 April 2013.
- 5 The Community Board must now meet its statutory obligation to make a formal submission on the draft documents. The submission can cover, where relevant, any matter currently included in the 2013/14 Annual Plan, the 2013 Amendment to the 2012 Long Term Plan or on any matter that Elected Members would wish to see addressed.

### **CONSIDERATIONS**

#### **Timing of making a Submission on the 2013/14 Annual Plan and the 2013 Amendment to the 2012 Long Term Plan**

- 6 There are two options on how to progress the submission available to the Board for consideration
  - 6.1 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 Board no later than 29 April 2013; and

- at the next scheduled Board meeting record in the minutes the making of the submission;

or

- 6.2 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 during the consultation period to consider and resolve the submission to be made no later than 29 April 2013.

## Financial Considerations

- 7 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 when preparing its submission.

## Legal Considerations

- 8 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)).

## Delegation

- 9 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.... 10.27 to review and approve any Community Board submission on issues within its area."*

## Consultation

- 10 In accordance with the Local Government Act 2002 the Council has circulated a Summary of the Draft Annual Plan and the 2013 Amendment to the 2012 Long Term Plan with the 28 March 2013 edition of the Kapiti Observer.
- 11 Copies of the relevant documents and the submission forms are available from the Council Customer Services Centre at Rimu Road, Paraparaumu and from the Paraparaumu Library, the Waikanae and Ōtaki Service Centres/Libraries. The documents are also on the Council website.

## Policy Implications

- 12 The Draft Plan demonstrates the balance of projects and priorities determined by the Council during a series of briefings and workshops held between January 2013 and March 2013.

## Tāngata Whenua Considerations

- 13 Implicit in the delivery of the proposed 2013-14 work programme is the need to work with all three Iwi. Te Whakaminenga o Kāpiti contributed their thoughts (both in Maori and English) to the general future of the Kāpiti Coast for the Draft Annual Plan.

## Publicity Considerations

- 14 A Summary Document has been published and copies of the summary and the full reports can be read or obtained from Council website.

## RECOMMENDATIONS

- 15 That the Ōtaki Community Board in relation to the Draft Annual Plan and the 2013 Amendment to the 2012 Long Term Plan resolves to:

- 15.1 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 29 April 2013; at the next scheduled Board meeting record in the minutes the making of the submission;

OR

- 15.2 approve the development of a draft submission for circulation and comment by Board members, and hold another meeting within the consultation period to consider and resolve the submission to be made by 29 April 2013.

**Report prepared by:**

**Approved for submission by:**

Katrina Shieffelbein  
**Acting Manager, Corporate Planning  
and Reporting**

Gael Ferguson  
**Group Manager, Strategy and  
Partnerships**