

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

15 APRIL 2014

Meeting Status: **Public**

Purpose of Report: For Decision

**SUBMISSION TO COUNCIL - DRAFT 2014-15 ANNUAL PLAN**

**PURPOSE OF REPORT**

- 1 The purpose of this report is to enable the Paekākāriki Community Board to consider the process around meeting its statutory obligation to make a submission on the Draft 2014/15 Annual Plan by 5.00pm, 28 April 2014.

**SIGNIFICANCE OF DECISION**

- 2 This report does not trigger the Council's Significance Policy.

**BACKGROUND**

- 3 The Mayor, Council and Community Board Chairs have reviewed and discussed the content of the provisional draft of the Annual Plan through a series of workshops held during February and March 2014. The workshops were open to the public and attended by officials from the Kapiti Coast Older Persons' Council and Kapiti Grey Power.
- 4 On 20 March 2014 Council adopted the Draft Statement of Proposal (being the Draft 2014/15 Annual Plan) for consultation.

**CONSIDERATIONS**

**Issues**

- 5 The Community Board must now meet its statutory obligation to make a formal submission on the draft document. The submission can cover, where relevant, any matter currently included in the 2014/15 Annual Plan or on any matter that Elected Members would wish to see addressed.
- 6 There are two options on how to progress the submission available to the Board for consideration:
  - 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 28 April 2014; and
    - At the next scheduled Board meeting record in the minutes the making of the submission;

Or

- 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 28 April 2014.

## 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 "(a) represent, and act as an advocate for, the interests of its community; and...(d) prepare an annual submission to the territorial authority for expenditure within the community".

## Delegation

- 9 In addition to the legislative authority noted above, the Community Board has delegated authority to consider this matter, pursuant to Part D, clause 10.26 of the Governance Structure and Delegations (7 November 2013 version):

*"...authority 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 will consult on the draft document between 26 March and 28 April 2014.
- 11 Copies of the relevant documents and the submission form are available on the Council website, the Civic Administration Building in Paraparaumu, and from the Paraparaumu, Waikanae and Ōtaki Service Centres/Libraries. In addition the Summary of the Draft Annual Plan was published in the 27 March 2014 edition of the *Kapiti Observer*.

## Policy Implications

- 12 The Draft Plan demonstrates the balance of projects and priorities determined by the Council during a series of workshops held between February and March 2014.

## Tāngata Whenua Considerations

- 13 Implicit in the delivery of the proposed 2014-15 work programme is the need to work with all three iwi. Te Whakaminenga o Kāpiti contributed their thoughts (both in Māori and English) to the general future of the Kāpiti Coast for the Draft Annual Plan.

## Publicity Considerations

- 14 A media release was disseminated on 20 March 2014 signalling the adoption of the Draft Annual Plan for consultation.

## RECOMMENDATIONS

15 That the Paekākāriki Community Board in relation to the Draft 2014/15 Annual Plan 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 by 28 April 2014; at the next scheduled Board meeting record in the minutes the making of the submission;

OR

- 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 28 April 2014.

**Report prepared by:**

**Approved for submission by:**

Vyvien Starbuck-Maffey

Wayne Maxwell

**Democratic Services Team Leader**

**Group Manager Corporate Services**

**Approved for submission by:**

Stephen McArthur

**Group Manager Strategy and Partnerships**