

Report No.	16-51
Decision Required	

## CONSIDERATION OF THE CONSULTATION DOCUMENT FOR THE 2016-17 ANNUAL PLAN AND SUPPORTING INFORMATION FOR ADOPTION

### 1. PURPOSE

- 1.1. The purpose of this report is to seek the adoption of the Consultation Document 2016-17 and Supporting Information for consultation with the public under Sections 82 (principles of consultation in relation to an Annual Plan) and 82A (Information requirements for consultation in relation to an Annual Plan) of the **Local Government Act (LGA) 2002**.

### 2. RECOMMENDATION

It is recommended that Council:

- a. receives the information contained in Report No. 16-51 and Annexes;
- b. adopts the Supporting Information to the Consultation Document;
- c. adopts the Consultation Document for public consultation.

### 3. FINANCIAL IMPACT

- 3.1. The financial impact to Council is the cost of consultation which has been allowed for in the **Long-term Plan 2015-25 (LTP)** budgets.
- 3.2. Rate increases will not be uniform over all ratepayers. Sample ratepayers are provided on pages 13 to 16 of the Supporting Information to the consultation document contained in Annex B.

### 4. SIGNIFICANT BUSINESS RISK IMPACT

- 4.1. There is a significant business risk to Horizons Regional Council if the consultation document is not approved to go to consultation. There is a very tight schedule to the process and any delays may impact our ability to complete a full democratic process.

### 5. COMMUNITY ENGAGEMENT

- 5.1. Horizons has a communications plan for consultation which Council has already approved. Horizons will be undertaking a consultation process for the purpose of the Consultation Document for the Annual Plan, with public notices and media releases. In addition Horizons will:
  - make the Consultation Document available on our website
  - send the Consultation Document via direct mail out to all households
  - send a newsletter directly to Koputaroa Scheme ratepayers
  - highlight the Annual Plan in the Chief Executive's column in the River City Press
  - run social media advertising
  - invite Councillors to attend public events
  - run newspaper advertising
  - run radio advertising

## **6. BACKGROUND**

- 6.1. The Annual Plan has been several months in development. The focus has been on following through with the commitments made in the LTP and not looking to move materially away from the LTP. Councillors have worked through a programme of workshops which have reviewed various aspects of the plan. The consultation document and supporting documentation is a culmination of those activities to date.
- 6.2. As previously discussed, there is no audit requirement for an Annual plan, however, we are still completing the full consultation process. The Consultation Document contains a summary of the key changes to year two of the LTP.
- 6.3. The Consultation Document, attached at Appendix A, proposes an increase of 2.9% for the regions' rates for the 16-17 financial year when compared with year one of the LTP (2015-16).
- 6.4. Additional Supporting Information has been created under separate cover that details changes to year two of the LTP and also has some information on Horizons' activities, assumptions, policies and so forth.
- 6.5. It should be noted that for simplicity of reading and locating the supporting information Horizons have kept the Supporting Documentation in three separate segments:
  - i) Setting the Scene
  - ii) Introducing the Activities
  - iii) Introducing the Finances

## **7. CONSULTATION**

- 7.1. Consultation will be carried out as specified under Sections 82 and 82A of the LGA 2002.

## **8. TIMELINE / NEXT STEPS**

- 8.1. The Consultation Document will be printed and made available to the public online on Friday, 18 March 2016. The submission period ends at 5.00pm Tuesday, 12 April 2016 and Council will hear submissions on 26-28 April 2016. Council will consider submissions on 26 April 2016 with 27 and 28 April available as reserve days if further hearing days are required. The final Annual Plan will be adopted on 31 May 2016.

## **9. SIGNIFICANCE**

- 9.1. Adoption of this Supporting Information and Consultation Document for consultation is not a significant decision as it remains a proposal document.

Leanne Macdonald  
**CHIEF FINANCIAL OFFICER**

Suzanne Craig  
**ACTING GROUP MANAGER  
CORPORATE & GOVERNANCE**

## **ANNEXES**

- A Consultation Document Annual Plan 2016-17
- B Supporting Information to the Consultation Document Part 1
- C Supporting Information to the Consultation Document Part 2
- D Supporting Information to the Consultation Document Part 3