

WAIROA DISTRICT COUNCIL

SPECIAL MEETING OF COUNCIL

(To Adopt the Draft Annual Plan 2008/09)

Minutes of a Special Meeting of Council, to Adopt the Draft Annual Plan 2008/09. held in the Wairoa District Council Chambers, Coronation Square, Queen Street, Wairoa on Tuesday 18 March 2008 at 10:00am.

PRESENT: His Worship the Mayor, L Probert (Chair)

COUNCILLORS

D Eaglesome, D Caves, B Cairns, B McKinnon, and J Petersen

IN ATTENDANCE: P Freeman (Chief Executive Officer)
T Cook (Administration Manager)
N Cook (Engineering Manager)
R Snow (Finance Manager)

CIVIC PRAYER

Councillor Eaglesome gave the Civic Prayer.

APOLOGIES

An apology was received from Councillor Heron.

<u>Resolved:</u> <i>That the apology received from Councillor Heron be accepted.</i> <i>Caves/Eaglesome</i>
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CALLS FOR CONFLICTS OF INTEREST

NIL

CALLS FOR ITEMS OF URGENT GENERAL BUSINESS NOT INCLUDED IN THE AGENDA AND NOTICES

NIL

General Items

DRAFT ANNUAL PLAN 2008/09

F.01.24

<u>Resolved:</u> <i>That the report be received.</i> <i>McKinnon/Eaglesome</i>

The Finance Manager informed Councillors of changes to the report in that the consultation period would commence 25th March and conclude 28th April 2008.

For the benefit of new Councillors the Finance Manager explained the legislated requirements, as required by sections 85 and 95 of the Local Government Act 2002. The Chief Executive Officer further explained that Council was in the third year of the current Long Term Council Community Plan and as such the Draft Annual Plan 2008/09 already contained those requirements. The Finance Manager then detailed the highlights within the Draft Annual Plan, being the; Long Term Council Community Plan 2009/2019, Mahia Community Wastewater (Sewerage) Scheme, Mahia Stormwater Improvements, Waste Management, Roading, and Reserves Management Plans.

Councillor Caves drew attention to an error in allowances made for the construction of new footpaths in that the highlights stated \$110,000, and the Projects/Initiatives table stated \$105,000. The Engineering Manager advised that the figure should be \$105,000.

Councillor Caves asked that reference to the Maori Committee be updated to reflect that it was currently under review, as there were no elected members, or a Chairman of the Committee at this point in time. Councillor Caves also asked that the initials JP be included alongside all Councillors who were Justices of the Peace. Councillors present supported this request.

The Chief Executive Officer informed Councillors that there had been an intent to review and restructure Council, however in doing so it was realised that there would be significant changes required and an increase in costs that would result in an amendment to the Long Term Council Community Plan 2006/16. As such he had chosen to delay restructuring until the following year where changes could be included in the 2009/2019 Long Term Council Community Plan.

The Chief Executive Officer then explained the process undertaken to determine Community Outcomes for the Wairoa District and that there was an opportunity for Council to consult on those outcomes for the upcoming Long Term Council Community Plan.

Councillors were then guided through each of the activity groups within the Draft Annual Plan 2008/09.

Activity Group One – Water Services

The Engineering Manager informed Councillors that it was business as usual for water reticulation and water production, and that Council continued to work with the Ministry of Health to access subsidies for community water supplies.

The activity of stormwater drainage would see a continuation of the drainage piping programme in Wairoa Township and the implementation of stage one of the Mahia Stormwater Plan, which would initially focus on the maintenance of existing drains.

The main activity to be undertaken during the year as related to sewerage was the proposed Mahia Scheme, which was currently going through the consents process.

Activity Group Two – Waste Management

The Engineering Manager informed Councillors that the Draft Annual Plan 2008/09 was signalling a business as usual approach. A survey on waste management was to be sent out to all householders with the Draft Annual Plan 2008/09 Summary document, seeking engagement of the community in advising Council of their concerns as related to waste management. The key was to encourage people to participate in the survey to enable Council to determine what the issues were.

Activity Group Three – Transport

The Engineering Manager informed Councillors that there were no changes to the activities of Roads, Parking and the Airport. The Engineering Manager advised Councillors that there would be financial impacts on future budgets surrounding the roading activity however there was to be a 2% reduction in the roading subsidy currently received. Discussion then followed as to the benefits of raising landing fees at the airport to help offset the current deficit. It was suggested that fees be reviewed for the next Long Term Council Community Plan.

Activity Group Four – Community Facilities

The Engineering Manager informed Councillors that the activity of cemeteries would be business as usual, with no new major works planned. Councillors were advised that the activity now included the maintenance and care of the Nuhaka Cemetery.

In referring to Parks and Reserves, the Engineering Manager advised that Councillors needed to think about implementing the recommendations of the Pohutukawa Reserves Management Plan and that a programme of works should be developed. The requirement to apply depreciation to parks and reserves to enable replacement of facilities such as toilets was also pointed out. While this was an additional cost to the activity, the cost was offset in that Council was no longer charging itself rates on reserves. Discussion then followed as to who was responsible for the maintenance of domains. The Chief Executive Officer explained that domains were vested in Council and historically had been reinvested in communities, who established Boards to look after and manage them. Where requested, Council assisted in the maintenance of domains.

The Administration Manager informed Councillors that the activity of Library remained unchanged. A reduction in the amount depreciated against replacement of books had resulted in a significant reduction in the overall cost of the activity. Community Support also remained unchanged in that Council continued to support the Wairoa Community Centre, Wairoa Museum, and Sport Hawke's Bay in accordance with existing agreements.

The Administration Manager advised Council that while the activity of Pensioner Housing remained unchanged for the forthcoming year, Council would need to determine to what level they wished to expend funds on existing flats, as there was a need for many to be upgraded. A review of pensioner housing was currently being undertaken to determine future works required on existing buildings internally and externally. The demand for flats remained in excess of what Council was able to provide.

Activity Group Five – Planning and Regulatory

The Chief Executive Officer informed Councillors that the activity of Resource Planning had been boosted by \$50,000 to allow the completion of Reserve Management Plans at Opoutama, Tuai, Mahanga, and along the Mahia East Coast Road. The activity of Environmental Health remained relatively unchanged from previous years.

The Chief Executive Officer advised that the activities of Dog Control and Livestock Control were being reviewed in that there was greater sense in both activities being combined under the activity of Animal Control. In addition, Animal Control Officers of Council would have a greater involvement in the enforcement of bylaws. The inspection and enforcement of owner requirements as related to fencing was regularly being reviewed, under the activity of Livestock Control.

The Chief Executive Officer informed Council that Building Control staff had been boosted to ensure Council was in a position to meet Building Control Accreditation requirements. He expressed concern however as to whether Council would be in a position to achieve accreditation in that timeframes applied were extraordinarily short. As such, there was a risk that by 30th June 2008, Council may have to give delegated authority to another council to review building consent applications on our behalf. Another evident risk was the slowing down of building development on a national and local scale.

The activity of Liquor Licensing was business as usual, as was the activity of Bylaw Enforcement, with greater responsibility for this activity being undertaken by Animal Control, as previously mentioned.

In referring to the activity of Safer Communities, the Chief Executive Officer informed Councillors that due to the expiry of current contracts and the inability to identify and secure additional contracts, the activity needed to be rewritten to reflect Council's desire to retain the current employee as a Community Services Co-ordinator. This would result in a greater focus in applying Council's Older Persons Policy, assisting with community programmes such as Computers in Homes and informing people of the Whenua Rahui Policy, and Rates Rebate Policy.

The Administration Manager informed Councillors that the activity of Emergency Management was business as usual, with a greater emphasis being placed on the training of all staff and volunteers, and ensuring that the public were informed and aware of their responsibilities during an emergency event. The Chief Executive Officer also advised that territorial authorities were broadening the scope of land management and emergency management, with the Hawke's Bay Regional Council running workshops/seminars to educate people of the potential impacts of decisions made when erecting buildings in risk areas.

Activity Group Six – Leadership and Governance

The Administration Manager informed Councillors that the activity of Community Representation, being activities directly involving elected members of Council remained unchanged. The activity of Maori Liaison also remained unchanged, with the future structure and membership of the Maori Committee being under review. Of note, the Maori Liaison Officer was conducting clinics in Maori Communities informing them of Council's Whenua Rahui, and Rates Rebate policies. These clinics were being well received and were engaging Maori in Council related activities.

The Chief Executive Officer informed Councillors that there would be a need to write a new activity plan in that a number of budgets currently supported the salary of the Economic Development Officer. In responding to a variance in the budget from following years, the Chief Executive Officer advised that this was attributed to Major Regional Initiative (MRI) Funding, which Council contributed \$100,000 to every three years by agreement.

Activity Group Seven – Corporate Functions

The Finance Manager informed Councillors that the activity of Corporate Functions related to the support services of Council, being Management, Administration, and Financial Management. While there was no change to these activities, the intent was to reduce the number of levels of service that were currently audited. Property Management remained unchanged and funds continued to be invested in activities that were deemed to be safe, and that gave the best return to Council.

Activity Group Eight – Trading Activities

The Finance Manager informed Councillors that with the sale of Clyde Court, there were fewer commercial properties to be managed. In referring to Council Controlled Organisations, the Finance Manager advised that the target net profit should read \$804,000 for 2009.

The prospective financial statements as shown in the Draft Annual Plan 2008/09 were then explained in detail to Councillors, as was the summary document.

Councillor Caves asked that additional information be included in the highlights page in both the Draft Annual Plan and the Summary Document so as to clearly explain the increases that would be applied to residents of Mahia who would contribute to Mahia projects such as the wastewater scheme. This would then clarify why some rates were increasing significantly where others were not.

The Finance Manager then directed Councillors to the draft timetable included with the report, and sought direction from Council as to how they wished to consult on the Draft Annual Plan with the community, beyond meetings listed in the proposed schedule.

Councillors asked that the Council Community Caravan be made available in the main street on Tuesdays, Thursdays, and Fridays, to be manned by Councillors from 9am to 4pm.

Councillors also agreed for public meetings to be arranged in Wairoa and Mahia, with dates to be confirmed and advised by the Finance Manager. Councillors advised that they would be available to attend other meetings where requests were received from community groups and/or organisations.

<u>Resolved:</u>	<i>That Council adopts the Draft Annual Plan and Statement of Proposal for the year ended 30 June 2009 for submission to the Special Consultative Procedure, as required under sections 85 and 95 of the Local Government Act 2002.</i>
	<i>Eaglesome/McKinnon</i>

<u>Resolved:</u>	<i>That Council adopts the draft timetable and confirms dates, times and venues for meetings to be held in the district to discuss the Draft Annual Plan and Statement of Proposal for the year ended 30 June 2009.</i>
	<i>Caves/Eaglesome</i>

There being no further General Business, the His Worship the Mayor, declared the meeting closed:

MEETING CLOSED: **11:59 AM**

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Chair