

EXTRA-ORDINARY OPEN AGENDA



Ōtorohanga District Council

Te Kaunihera ā-Rohe o Ōtorohanga

Notice is hereby given that an extra-ordinary meeting of the Ōtorohanga District Council will be held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on **Thursday, 4 April 2024 commencing at 9.00am.**

Tanya Winter, Chief Executive

28 March 2024

Membership

Chairperson
Deputy Chairperson and Kāwhia Tihiroa Councillor
Kāwhia Tihiroa Councillor
Kio Kio Korakonui Councillor
Ōtorohanga Councillor
Ōtorohanga Councillor
Rangiātea Councillor
Rangiātea Councillor
Waipā Councillor
Wharepūhunga Councillor

His Worship the Mayor, Max Baxter
Deputy Mayor, Annette Williams
Kit Jeffries
Rodney Dow
Katrina Christison
Steve Hughes
Jaimee Tamaki
Roy Willison
Roy Johnson
Cathy Prendergast

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council's YouTube channel. Every care will be taken to maintain individuals' privacy; however, attendees are advised they may be recorded as part of the general meeting proceedings.

ORDER OF AGENDA

OPENING FORMALITIES	2
Commencement of meeting Te tīmatanga o te hui	3
Opening prayer/reflection/words of wisdom Karakia/huritao/whakataukī	3
Apologies Ngā hōnea	3
Late items Ngā take tōmuri	3
Declaration of conflict of interest Te whakapuakanga pānga taharua	3
DECISION REPORTS NGĀ PŪRONGO WHAKATAU	
Item 117: 2024-34 Long Term Plan – Approval of the Consultation Document and supporting information for public consultation	5
INFORMATION ONLY REPORTS NGĀ PŪRONGO MŌHIOHIO ANAKE	
No reports.	
OTHER BUSINESS ĒTAHI ATU TAKE	
No other business.	
PUBLIC EXCLUDED TAKE MATATAPU	
No reports.	
CLOSING FORMALITIES	
Closing prayer/reflection/words of wisdom Karakia/huritao/whakataukī	17
Meeting closure Katinga o te hui	17
WORKSHOPS HUI AWHEAWHE	
There are no planned workshops.	

PLEASE NOTE

The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Ōtorohanga District Council policy until such time as they might be adopted by Council resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

OPENING FORMALITIES

Commencement of meeting | Te tīmatanga o te hui

The Chairperson will confirm the livestream to YouTube is active then declare the meeting open.

Opening prayer/reflection/words of wisdom | Karakia/huritao/whakataukī

Apologies | Ngā hōnea

A member who does not have leave of absence may tender an apology should they be absent from all or part of a meeting. The meeting may accept or decline any apologies. For clarification, the acceptance of a member's apology constitutes a grant of 'leave of absence' for that specific meeting(s).

Staff recommendation

That Ōtorohanga District Council receive and accept the apologies from Councillors Steve Hughes and Roy Willison for non-attendance.

Late items | Ngā take tōmuri

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

Should a late item be raised, the following recommendation is made: *That Ōtorohanga District Council accept the late item ... due to ...and confirm the order of the meeting as indicated in the agenda with the late item ... to be heard ...*

Declaration of conflict of interest | Te whakapuakanga pānga taharua

Members are reminded to stand aside from decision making when a conflict arises between their role as an elected member and any private or external interest they may have.

Should any conflicts be declared the following recommendation is made: *That Ōtorohanga District Council receive the declaration of a conflict of interest from ... for item ... and direct the conflict to be recorded in Council's Conflicts of Interest Register.*

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

DISCLAIMER: The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Ōtorohanga District Council policy until such time as they might be adopted by formal resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

Item 117: 2024-34 Long Term Plan – Approval of the Consultation Document and supporting information for public consultation

The following Item was deferred from the Ōtorohanga District Council meeting on Tuesday, 26 March 2024 by way of resolution.

Resolved C176: That the Ōtorohanga District Council

- a) acknowledge the changing timelines due to the audit process; and,
- b) defer discussion on Item 117 to allow for the finalisation of the draft Consultation Document; and,
- c) approve an extraordinary meeting of Ōtorohanga District Council to be held on Thursday, 4 April to discuss Item 117.

His Worship the Mayor | Deputy Mayor Williams

At the meeting, staff will table the following documents:

1. The amended draft Consultation Document.
2. List of amendments made to the Consultation Document and supporting documents since the report was finalised.
3. An updated consultation timetable.
4. An updated staff recommendation to reflect the above points.

Item 117: 2024-34 Long Term Plan – Approval of the Consultation Document and supporting information for public consultation

To: His Worship the Mayor and Councillors of Ōtorohanga District Council

From: Nardia Gower, Group Manager Strategy and Community

Date: 26 March 2024

Relevant community outcomes: Connected Engaged Empowered



1 Purpose | Te Kaupapa

1.1 Adoption of the 2024-34 Long Term Plan (LTP) Consultation Document (CD) and supporting information for public consultation.

2 Executive Summary | Whakarāpopoto Matua

2.1 This report seeks Ōtorohanga District Council (Council) adoption of the draft CD and confirmation of the supporting documents listed in the recommendation. This is the supporting information relied on by Council to inform the content of the draft CD and future LTP, noting that most of these are draft documents and subject to final adoption by Council post the consultation and deliberation stages when the final LTP is adopted.

3 Staff recommendation | Tūtohutanga a ngā Kaimahi

That Ōtorohanga District Council:

- a Approves, pursuant to section 93G of the Local Government Act 2002, the following documents as the supporting information for the 2024-34 Long Term Plan consultation, noting that many of these are still draft documents and are subject to final adoption by Council:
 1. The draft Community Outcomes/Council Direction titled 'Setting the Pathway (Te Ara)'
 2. The draft Groups of Activities and Services, noting that this information also includes-
 - i) draft performance measures
 - ii) information on the development of Māori capacity to contribute to decision-making processes
 - iii) any variations from the assessment of water and sanitary services and waste management policy; and,
 3. The draft Financial Information, including:
 - i) Financial Statements

	<ul style="list-style-type: none"> ii) Statement of Accounting Policies iii) Funding Impact Statement iv) Rates Information v) Long Term Plan Disclosure Statement vi) Investment Policy
	4. The draft Significant Forecasting Assumptions
	5. The Draft Policies including: <ul style="list-style-type: none"> i) The draft Infrastructure Strategy ii) The draft Financial Strategy
	6. The draft Fees and Charges for 2024/25; and,
	7. The draft Ōtorohanga District Water Supply Asset Management Plan; and,
	8. The draft Ōtorohanga District Drainage (Wastewater and Stormwater) Asset Management Plan; and,
	9. The draft Ōtorohanga District Land Transport Activity Management Plan; and,
b	Approves for consultation purposes, pursuant to sections 82 and 102 of the Local Government Act 2002, the following financial and funding policies subject to any amendments: <ul style="list-style-type: none"> 1. the draft Revenue and Financing Policies 2. the draft Policy on the Remission of Rates 3. the draft Policy on the Remission and Postponement of Rates on Māori Freehold Land; and,
c	Approves for consultation purposes the Significance and Engagement Policy pursuant to sections 76AA and 82 of the Local Government Act 2002; and,
d	Adopts pursuant to, and in accordance with, sections 83 and 93A to 93G of the Local Government Act 2002, subject to any amendments, the draft Consultation Document as the Consultation Document for the 2024-2034 Long Term Plan; and,
e	Authorises the Chief Executive to approve any minor editorial amendments required to finalise any of the documents listed for printing and distribution as part of the public consultation process; and,
f	Approves public consultation on the Consultation Document, the draft Financial and Funding Policies, and the draft Significance and Engagement Policy, with the consultation period to run from 28 March 2024 to 29 April 2024; and submissions hearings to start 20 May 2023 and then deliberated on at an extra-ordinary Council meeting on Friday, 24 May 2024 (and on such further days as may be required); and,
g	Endorses the engagement methods, as set out in the staff report, to be utilised during the public consultation process, and endorses the schedule of engagement sessions; and,

h	Receives the Audit NZ audit opinion on the Consultation Document, and the letter of representation.
i	Approves the Kāwhia and Ōtorohanga Community Boards' involvement in the Hearing, Deliberation and Adoption process as outlined in Appendix 1

4 Context | Horopaki

4.1 Under the Local Government Act 2002 (LGA), Council is required to prepare and adopt an LTP every three years. The LTP includes the proposed activities, programmes, budgets, financial strategy, key financial policies and rating levels covering a ten-year period, and the Infrastructure Strategy covering a thirty-year period. The last LTP was adopted in June 2021.

4.2 The LTP:

- reflects what the communities' aspirations are for the district – through the community outcomes and priorities
- identifies the projects we intend to deliver over the next ten years to help achieve the communities' aspirations and priorities
- provides an overview of each activity we will carry out and the services we will provide for the next ten years
- indicates how much it will cost, and how it will be funded
- identifies how we will measure and report on our performance.

4.3 The LTP is a complex and comprehensive document covering all our activities and budgets. The process of preparing the LTP involves bringing together staff from across the organisation, elected members, and the community. As such, there are significant auditing and community consultation components in preparing and finalising the LTP.

4.4 Prior to producing our final LTP we consult our community on any changes proposed to our activities and services, key new projects and how they are funded. A consultation document (CD) is prepared, and the public are invited to share their views on the proposals in the CD via written submissions.

5 Considerations | Ngā whai whakaarotanga

Significance and engagement

5.1 In accordance with Council's Significance and Engagement Policy, the LTP CD and supporting information is of high significance as their adoption and implementation, including financial, will have a large impact on a wide range of people and is of high public interest.

Impacts on Māori

5.2 There are two key supporting documents/information that have specific impact on Māori, in particular:

- a Our commitment to supporting iwi/Māori participation in Council decision making, outlined in the Statement of Service Performance Trusted Leadership and Relationships document; and,
- b The draft Policy on the Remission and Postponement of Rates on Māori Freehold Land

5.3 As such Council is undertaking targeted correspondence by way of email to key iwi partners raising awareness of each and our consultation.

Risk analysis

5.4 Non-compliance of due process would raise several risks including but not limited to judicial review, funding issues and community confidence. This risk has been mitigated by the process undertaken in the development of the CD and supporting information along with the consultation process as outlined in this report.

5.5 Trust and confidence in Council could be diminished if communication results in the community:

- misunderstanding the Long Term Plan Consultation Document and key options posed
- feeling that they do not have the information make an informed opinion
- that the supporting information is misunderstood.

5.6 This risk is being mitigated by careful consideration of all material provided including a collection of Frequently Asked Questions.

Policy and plans

5.7 This decision is not inconsistent with any existing Council policy or plan and informs the development of new or amended policy.

Legal

5.8 As set out in section 93A of the Local Government Act 2002, Council is required to use the Special Consultative Procedure (section 83 of the LGA) for the adoption or amendment of a Long Term Plan.

5.9 Council is required to adopt supporting information prior to the adoption of the Consultation Document under section 93G of the Local Government Act 2002.

5.10 Council must consult on any changes made to the Revenue and Financing Policy and Rates Remission Policies as set out in Section 102 of the Local Government Act 2002. Consultation must be conducted in a way that gives effect to the principles of consultation as outlined in section 82 of the Local Government Act 2002.

5.11 Council must consult on any amendments to the Significance and Engagement Policy under section 76AA of the Local Government Act 2002.

5.12 Some fees must be consulted on using the special consultative procedure as set in the Local Government Act 2002.

- 5.13 The development and proposed adoption of the CD and draft supporting information and the planned consultation meets all the legal requirements of the Local Government Act 2002
- 5.14 In November 2023 all councils were directed by Central Government to include 3 Waters in the upcoming Long-Term Plan post the previous 2 year provision. This required revision of both the Infrastructure and Financial Strategies and creating a 3 Waters Asset Management Plan.
- 5.15 Central Government offered three options, listed in 5.17, on delivery and consultation of the 2024-34 Long-Term Plan to allow councils additional time to make those revisions and inclusion.
- 5.16 These options were presented to Council at the Council meeting on 27 February 2023. Council resolved to choose option i) Put 3 Water's back in AND stick with the legislated time frames adopting by the end of June 2024.
- 5.17 The options were:
- i) Put 3 Water's back in AND stick with the legislated time frames adopting by the end of June 2024.
 - ii) Put 3 Water's back in BUT delay adoption by 3 months waiting for the legislative amendments adopting by end of September 2024.
 - iii) Hybrid – Consult with 3 Water's out, the re-consult post legislative amendments.

Financial

- 5.18 The supporting documents for the Long Term Plan 2024-34 contain the proposed budget and projected rating and debt levels for the 2024-34 period, and as such are subject to consultation.
- 5.19 The consultation document explains the key options and their financial impacts.

6 Discussion | He Kōrerorero

Background

- 6.1 Preparation of this LTP started in early 2023 with the appointment of a project team. The process has been guided by best-practice reference material developed by Taituarā and newsletters issued by the Office of the Auditor General.
- 6.2 Council has undertaken various concept plan engagement during the same period as the LTP development and as such adopted the brand "Weaving the future together – Kotahitanga". This allowed for dual engagement sessions with a single future focus. Feedback from these sessions was used to inform both the concept plans and the LTP development. In addition, 18 elected member workshop sessions were held.

Consultation/Engagement

- 6.3 The LGA describes a 'Special Consultative Procedure' - a statutory minimum process that we must follow when making particular decisions. This procedure must be used for the adoption of the LTP. The steps involved include:

- Preparation of a formal consultation document and supporting information.
 - Public consultation, including consideration of written and verbal submissions.
 - Deliberation on submissions in an open meeting of Council.
- 6.4 Council commenced targeted engagement with the community in August 2023 under the brand “Weaving the future together – Kotahitanga”. Feedback from that initial engagement has helped refine the community outcomes and key proposals. The formal consultation phase will seek feedback on the three key items however the community is able to comment on any information within the CD or supporting documentation.
- 6.5 The LTP is Council’s most important planning tool and it will affect the lives of all the people who live, work or visit Ōtorohanga in some way. Council recognises the importance of this process and is planning a proactive approach to engaging with the community during formal consultation.
- 6.6 Following adoption of the Consultation Document, and associated documents, formal consultation will begin on 28 March 2024. This phase of engagement will be promoted through print and digital communication as well as face-to-face opportunities to help tell the story of what we are proposing/consulting on.
- 6.7 During the formal consultation period, there will be three public open days (drop-in sessions) across the District:
- 13 April Ōtorohanga – Village Green or Library annex
 - 18 April Arohena – Arohena Hall
 - 20 April Kāwhia – Kāwhia Hall
- 6.8 The use of Council’s engagement platform ‘Connecting Ōtorohanga’ will also help to tell the story, allow online submissions and provide public access to the CD and all supporting documentation (see the following format, noting that some documents will be under two headings for ease of search:

HEADER	DOCUMENT/S
Community Outcomes/Council Direction	Setting The Pathway (Te Ara)
Activities and Services	<ul style="list-style-type: none"> • Introduction to our Statements of Service Performance • Trusted Leadership and Relationships • Strong Communities • Vibrant Places and Spaces • Sustainable Development and Public Safety • Resilient Infrastructure • Responsible Waste Management.
The Money	<ul style="list-style-type: none"> • Financial Statements • Statement of Accounting Policies • Funding Impact Statement

HEADER	DOCUMENT/S
	<ul style="list-style-type: none"> • All of Council Funding Impact Statement • Rates Information • Long Term Plan Disclosure Statement • Proposed Fees and Charges 2024/25
Policies	<ul style="list-style-type: none"> • Financial Strategy • Revenue and Financing Policy • Infrastructure Strategy (In Full) • Significance and Engagement Policy
Assumptions	<ul style="list-style-type: none"> • Forecasting Assumptions
Supporting Documents	<ul style="list-style-type: none"> • Ōtorohanga District Land Transport Activity Management Plan • Ōtorohanga District Water Supply Asset Management Plan • Ōtorohanga District Drainage (Wastewater & Stormwater) Asset Management Plan
Other Policy We're Consulting On	<ul style="list-style-type: none"> • Proposed Fees and Charges 2024/25 • Rates Remission Policy • Rates Remission on Māori Freehold Land Policy • Significance and Engagement Policy

- 6.9 The alternative option to the proposals set out in this report would be to not consult on the draft LTP. However, this would not fulfil Council's statutory responsibilities, nor would it ensure sufficient input from the community on these critical documents. Therefore, this is not considered a viable alternative option.

Development/Financial Contributions Policy

- 6.10 Council's existing Development and Financial Contributions Policy is being reviewed and updated to ensure it meets statutory requirements and reflects projected growth.
- 6.11 Council is not required to review/update its Development/Financial Contributions Policy as part of the LTP process, although it is conventional to do so. Council must, however, meet the requirements of section 102 of the Local Government Act 2002 before adopting a new or updated policy. This process includes a requirement to consult in accordance with sections 78 and 82, although the nature, extent and timing of that consultation is at Council's discretion.
- 6.12 Work on reviewing/updating the policy will continue, with a draft revised policy to come to Council later in 2024 for approval to commence the necessary consultation process. On that basis, consultation on development and financial contributions will not be part of this LTP consultation process.

Proposed Policy Changes to Revenue and Financing Policy and Rate Remission Policies

- 6.13 The Revenue and Financing Policy sets out the funding sources for Council's activities over the next 10 years and the rationale for these choices. The policy documents how Council has complied with section 101(3) of the Local Government Act 2002 (LGA).
- 6.14 We have two policies relating to the remission of rates:
- i) Rates Remission Policy which sets out when we will remit all or part of the rates for a rating unit.
 - ii) Rates Remission on Māori Freehold Land Policy which sets out the conditions and criteria for remissions on Māori freehold land.
- 6.15 These policies have been prepared and reviewed in accordance with legislative requirements.
- 6.16 In general, the Revenue and Financing Policy funding changes have been revised to reflect distribution of benefits across the district. They affect the following activities:

Democracy – Community Boards

- It is proposed to change the funding of Community Boards to reflect a greater contribution from General Rates. This has the impact of spreading the increased cost of overheads to the Community Board across the wider District.

Aotea/Kāwhia Seawall Maintenance

- It is proposed to change the targeted rating model for the Kāwhia and Aotea seawalls from each community paying separately for the upkeep of their respective walls to instead applying a single targeted rate for all three walls across both communities. The rate will be identified under a new activity called Coastal Structures which includes all seawalls in the Kāwhia/ Aotea communities.
- Previously Kāwhia Seawalls have been included in the activity called Parks and Reserves, and therefore not specifically identified.
- The proposed change to the targeted rate will have the impact of decreasing rates in Aotea and increasing rates in Kāwhia for the first 5 years of the LTP. As the impact of this change is significant across the two communities, this has been included as an item for consultation in our Consultation Document. It is anticipated that in 2029, it will be the cost of the Kāwhia seawalls that will surpass the costs of the Aotea seawalls.

Building Control

- It is proposed to change the funding of Building Control to reflect a greater contribution from the General Rate. The previous Long-Term Plan included budgeted income from Fees and Charges that was not achievable as the construction market slowed. This has the impact of spreading the shortfall in revenue across the District. This item is also discussed in our Consultation Document.

Animal Control

- It is proposed to change the funding of Animal Control to reflect a greater contribution from the General Rate. The Animal Control activity is facing a significant increase in costs in this Long-Term

Plan and with fees already at a similar level to other Council's there is a need to meet the shortfall from General Rates spread across the District.

Rate Remission on Māori Freehold Land Policy

- 6.17 Changes to the Rate Remission on Māori Freehold Land Policy are to recognise that certain Māori-owned lands have particular conditions, features, ownership structures or other circumstances that make it appropriate to provide relief from rates.
- 6.18 The proposed changes to the policy include creating a register with two category lists. These are:

Māori Land General Remissions List

- The objective for this remission is to remit rates where the land is unoccupied, and no income is derived from the use or occupation of that land.

Māori Land Economic Adjustments Remission List

- The objective for this remission is to provide an incentive to assist the conversion of otherwise unoccupied or unproductive Māori Freehold Land, to an economic use through a progressive stepped application of a full liability for the payment of rates, over a five year period.
- 6.19 Minor wording changes to the Rates Remission Policy have been made to give more clarity around the purpose of the remission.
- 6.20 The proposed Revenue and Financing Policy and Rates Remission Policies will be open for public submissions in conjunction with the LTP consultation with the corresponding Statement of Proposal attached to this report.
- 6.21 While consultation on the changes to the policy will form part of the Long Term Plan consultation, staff will undertake targeted messaging regarding the Rate Remission on Māori Freehold Land Policy to key iwi partners by way of email and will organise a hui if required or requested.

Changes to the Consultation Document

- 6.22 Since elected members last saw the draft Consultation Document during the 12/3/24 open workshop our Auditors provided feedback that resulted in the following changes which are incorporated in the attached version for adoption:
- Removal of all reference to COVID – the auditors asked if the impact of COVID is still relevant. While we are still experiencing the long tail of COVID its impact isn't to the same level as it has been in previous years.
 - Reference to the Draft Long Term Plan has been changed to Consultation Document – in previous years it has been the practice to produce a draft Long Term Plan document along with the consultation document. Sector advisors Taituarā gave guidance that best practice now is to have the supporting documents that make up the long term plan available separately alongside the CD.

- iii) Page 12 – Removed the comparison of Council inflation to the household items as inflation on food has also been significant.
- iv) Any reference to ‘coalition government’ has been replaced with ‘current government’ due to most governments formed under MMP being a coalition.
- v) Page 16 changed wording to the pie graph identifying funding income is for Year 1 of LTP, to provide greater clarity.
- vi) Page 16 changed the percentage of Development Contributions under the pie graph from 0% to <1% to better reflect actual value.
- vii) Page 17 changed wording so that info graphs identifying rates collected notes we are referring to the current rates collected.
- viii) Page 18 removed the comment regarding the increase in global costs to construction material being the outcome of inflation, as there is more than the one contributing factor.
- ix) Page 19 – changed generic years to more precise months/year reflecting Council’s financial year cycle.
- x) Page 20 – Roading Funding pie chart has had ‘2024/25’ added for clarity.
- xi) Page 24 and 25 - text added that clarifies that the examples and projected rates are based on all of the preferred options.
- xii) Page 32 – third paragraph has a change of wording to end of sentence to “...and if our funding from Government goes down we will consider our options and seek your feedback” for clarity on councils actions in the scenario of a funding decrease from Waka Kotahi.
- xiii) Page 36 – Changed third paragraph to “So, in this Long Term Plan process we are forecasting that the amount we will recover in fees will reduce from 70% of the expected costs of this service to 45%” for better clarity.
- xiv) Pages 40 and 41 Options section – added percentage increase to table to provide clarity to the reader.
- xv) Page 45 - Van consultation item, changed wording to match page 41 for consistency.
- xvi) Page 42 - Added consultation item on Kāwhia Seawall as it has become a significant item to the affected communities warranting a standalone focussed option.
- xvii) Levels of service information have been added to the options area.
- xviii) The submission form now on page 46 has had the additional consultation item added.
- xix) Three additional pages have been added to the end of the document for print design purposes, including new images and a narrative on the manu/birds used in the branding and Consultation Document.

6.23 All necessary changes that have been made in the CD and finances have flowed through all of the LTP documentation.

Next Steps

- 6.24 At the point of publishing this agenda and report the Consultation Document is being reviewed by the Office of the Auditor General in what is known as a Hot Review, which applies to all councils LTP processes. Staff are expecting to table their feedback and the audit opinion from Deloitte to the Council meeting 26 March 2023, which will form part of the Consultation Document.
- 6.25 Following adoption of the Consultation Document, formal consultation will begin on 28 March 2024 and close at 5pm on 29 April 2024.
- 6.26 During the consultation period, staff will collate and summarise submissions. From this work staff will produce a submissions summary report for elected members that identifies key themes from the feedback received. This will be provided to elected members ahead of hearing verbal submissions starting 20 May 2023.
- 6.27 Both councillors and community board members will partake in the hearings and the deliberations, however it is only Council members who are able to make decisions and adopt the final LTP 2024-34. Council and Board Member roles are explained in Appendix 1.
- 6.28 Deliberation will take place on 24 June 2024 following the hearing of submissions. During deliberations, resolutions are expected on proposed changes to finalise the 2024-34 LTP.
- 6.29 The 2024-34 LTP will then undergo a final audit by Deloitte and a final version presented to Council for adoption on 28 June 2024.

7 Appendices | Ngā Āpitihanga

Name

- 1 Elected member roles during the Hearings, Deliberations and Adoption process

Due to the file size, the following documents have been provided separately.

- 2 Draft Setting the Pathway (Te Ara)
- 3 Draft Statements of Service Performance
- 4 Draft Financial Information
- 5 Draft Significant Forecasting Assumptions
- 6 Draft Policies
- 7 Draft Fees and Charges for 2024/25
- 8 Draft Ōtorohanga District Water Supply Asset Management Plan 2024-34
- 9 Draft Ōtorohanga District Wastewater and Stormwater Asset Management Plan 2024-34
- 10 Draft Ōtorohanga District Land Transport Asset Management Plan 2024-34
- 11 Statement of Proposal: Revenue & Financing Policy and Rates Remission Policies
- 12 Draft Financial and Funding Policies
- 13 Draft Significance and Engagement Policy
- 14 Consultation Document for the 2024-2034 Long Term Plan

Appendix 1: Elected member roles during the Hearings, Deliberations and Adoption process

	Hearings	Deliberations	Adoption
Mayor & Councillors	Hear verbal submissions. Consider all submissions made.	Consider the draft Long Term Plan. Formally resolve any amendments required prior to final adoption.	Consider the amended draft Long Term Plan. Adopt the final Long Term Plan (subject to any minor editorial amendment).
Community Board Members	Provide collective direction to staff on any additional information or changes needed to inform the Deliberations.	Provide verbal input into the discussions. No role in resolving decisions i.e. move or second.	Welcome to attend meeting in public gallery.

INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE

There are no reports.

OTHER BUSINESS | ĒTAHI ATU TAKE

There is no other business.

PUBLIC EXCLUDED | TAKE MATATAPU

There are no reports.

CLOSING FORMALITIES

Closing prayer/reflection/words of wisdom | Karakia/huritao/whakataukī

The Chairperson will invite a member to provide the closing words and/or karakia.

Meeting closure | Katinga o te hui

The Chairperson will declare the meeting closed.

WORKSHOPS | HUI AWHEAWHE

There are no scheduled workshops.