

# Draft Annual Plan 2019/2020 CEOs Report

## Summary

This report summarises the following:

- Staff submissions received during the consultation period
- Minor required corrections/amendments identified by staff through the consultation period
- A high level analysis of received submissions

It is provided to inform Councillor deliberations.

## Responsible Camping Working Group (RCWG) views

The RCWG met on 22<sup>nd</sup> of May 2019 to begin planning the development of bylaw under the Freedom Camping Act 2011.

The group agreed to work towards having a bylaw in place by this summer and supports Option 2 in the Annual Plan 2019/2020 consultation document.

The group discussed the possibility that the bylaw needs more work late this year and is not looking likely to have one in place by summer.

If this becomes obvious the group asks that the funds set aside for enforcement will still be available for managing the 2019/2020 summer at its necessary discretion to encourage campers to camp responsibly. This may include but is not limited to signage, physical works and toilets.

The use of these funds would not be needed if we receive a share of the funding from the specific \$8million dollar freedom camping budget from central government.

The group is not in favour of investigating charging campers and will identify the most appropriate and fair solution for the summer season.

The specific resolution passed by the group was:

“The RCWG agrees unanimously to enter a submission to the Annual Plan in support of Option 2 (as listed in the Annual Plan).

The group agreed that if there is bylaw in place by summer 2019/20 then the funding allocated in the Plan can be used for enforcing the bylaw, however if no bylaw is in place then the funding should be used for Summer 2019/20 actions (signage, training, education and/or monitoring)”

## Responsible camping operational funding application

An application is being put together to cover all eligible cost associated with freedom camping for the coming summer (2019/2020). If successful this funding would cover the majority of the enforcement, education and site preparation costs.

The outcome of the application will not be known until after the Annual Plan is adopted. Council will need to decide how to allow for this when setting budgets/rates.

The funding applications total \$ 279,300x is for the following :

Project Description	Budget (GST excl.)
1.1 Bylaw Development	25,000
1.2 Legal review or advice	5,000
1.3 Community Ranger and Enforcement Officer training	14,000
1.4 Enforcement officer salaries (1.5 FTE)	46,000
1.5 Enforcement vehicle & vehicle running costs	15,400
1.6 Enforcement tools (Infridgement books, Wheel clamps, uniforms, phone)	2,600
1.8 Community Ranger	18,000
<b>Project 1 Subtotal</b>	<b>126,000</b>
<b>Project 2: Signage</b>	
2.1 Erecting / maintaining signs, producing flyers	43,000
<b>Project 2 Subtotal</b>	<b>43,000</b>
<b>Project 3: Freedom campers survey</b>	
3.1 Form production, survey carried out, results consolidated and report prepared	36,000
<b>Project 3 Subtotal</b>	<b>36,000</b>
<b>Project 4 Other operational expenses</b>	
4.1 Advertising, public relations & education	6,000
4.2 Clean - ups & fly-tipping	20,000
<b>Project 4 Subtotal</b>	<b>26,000</b>
<b>Project 5: Toilet facilities on key selected sites</b>	
5.1 Preparing sites	15,500
5.2 Portalooos hire, cleaning, delivery (ANNUAL / First Year)	32,800
<b>Project 5 Subtotal</b>	<b>48,300</b>
<b>Estimated total cost of project</b>	<b>279,300</b>
<b>Amount of funding sought</b>	<b>279,300</b>

As Council is not certain of the funding that will be received, it is recommended that Council provide for rating of Operational Expenses (Project 4) and Toilet facilities (Project 5), bylaw development and legal review and half of the signage.

The current Draft Annual Plan has chosen options 1 which amount to rating for an amount of \$139,900

It is clearly evident from the feedback from the community that the preference would be for enforcement (option2) (\$239,300).

However an assumption of funding from the \$8m fund would reduce the funding required by \$152,500.

### Recommendation

Council will assume external funding of \$152,500

Should this funding not eventuate this this would mean that Council could still progress bylaw development, installation of some signage, provision of toilets and environmental clean-ups.

### Landfill Concept and Detail Design

Given the short duration of the landfill life it is recommended that Council agree to provide for professional services for this capital project. It is envisaged that this will be approximately \$500k. Currently there is no provision in the Annual Plan. It would also mean that a larger sum will need to be provided for in 2020/21 of \$1.5m.

### Rural Recycling

The current contractor has requested a review of the rural recycling costs by a further \$10,000. Currently the contract is not covering the costs of providing the service to service recycling stations.

### Community development and wellbeing

The Community Development team drew attention and consideration to the re-introduction of the four well-being's to core local government functions. The four well-being's acknowledge that local authorities have a broader role in fostering liveable communities, than simply providing "core services.

In addition the team wished council to prioritise housing, the use of the old Council building for a Community Whare, the creation of a Community Services Committee from 2020 onwards, chaired by a Councillor.

Many of these were also supported by submission 20 from the Kaikoura Wellbeing Ropu

Council may wish to consider, holding a workshop to fully explore all issues presented in submission and/or the steps outlined below:

- Four wellbeings - A paper to council on the reintroduction of the 4 wellbeings should be developed outlining statutory obligations, how this work fits with existing council work, policies and plans and what other councils are doing. This paper should include the financial and workload impacts of any suggested changes.
- Housing - given the level of local and national human and media interest in this space and the likelihood that local housing needs will increase over the next 18months due to the ongoing impact of EQ rebuild, it is recommended that Council develops a formal position on housing and its role in that space. This position should then be communicated to all stakeholders and the community.
- Community whare/community services committee - see response to wellbeing ropu submission
- Wellbeing statistics: Council already has access to many key wellbeing statistics through the informetrics service subscribed to through our Economic Development work. Before committing further funding to additional services, it would be prudent to investigate the overlap in the data and identify how the wellbeing data warehouse offers different value. It would also be prudent to ensure Council has staff, plans and policies in place who will use this data regularly to ensure we get value for money. Given that Community development is only beginning to explore the wellbeing space, it is suggested that the decision to subscribe to the framework is delayed for a year while this planning takes place.

### Pensioner housing

The draft budget includes \$30,000 for standard maintenance work over 2019/2020, covering the rolling programme of refurbishments as units become vacant (updating carpets, paint, bathrooms etc.

In addition, staff have identified approximately \$100,000 of one off maintenance work required. This will cover deferred maintenance on the units such as re-roofing, resealing the yard and remedying trip hazards, insulate units, ventilation, floor repairs, new stoves and replacing hot water systems. elements such as earthquake strengthening, bringing properties up to code and exterior repairs.

The Pensioner Flats special fund is expected to have an available balance of approximately \$130,000 as at 1 July 2019, meaning sufficient funds would be available to cover all 'one-off' and standard works. However, if all work is completed this would then leave the special fund with a \$0 balance by 30 June 2020, leaving no money for contingencies.

Council may wish to consider allocating an additional sum to ensure that the fund allows for contingency spending. Alternatively, if no further funds are allocated, Council could meet contingencies with unbudgeted spend.

Council should note that the pensioner housing rents are being reviewed separately, a report will come to council in July with recommendations.

### [Cultural advisor and related work](#)

As part of ongoing work to strengthen Council's ability to give effect to the principals of the Treaty of Waitangi and to encourage Maori participation in decision making, Council has identified a need for a role focused on liaison with Te Rūnanga o Kaikōura and the wider Maori community.

Discussions are underway with two potential partners to secure co-funding for this role, making it likely Council will only need to fund 50% of the cost.

It is recommended \$30k is allocated to allow for this.

As part of this work Council may wish to consider working with TROK to edit the community outcomes and vision statement to include the use of te reo. Council may also wish to consider and creating a culturally focused community outcome. It is the only wellbeing and work stream to be missing from Council's outcomes.

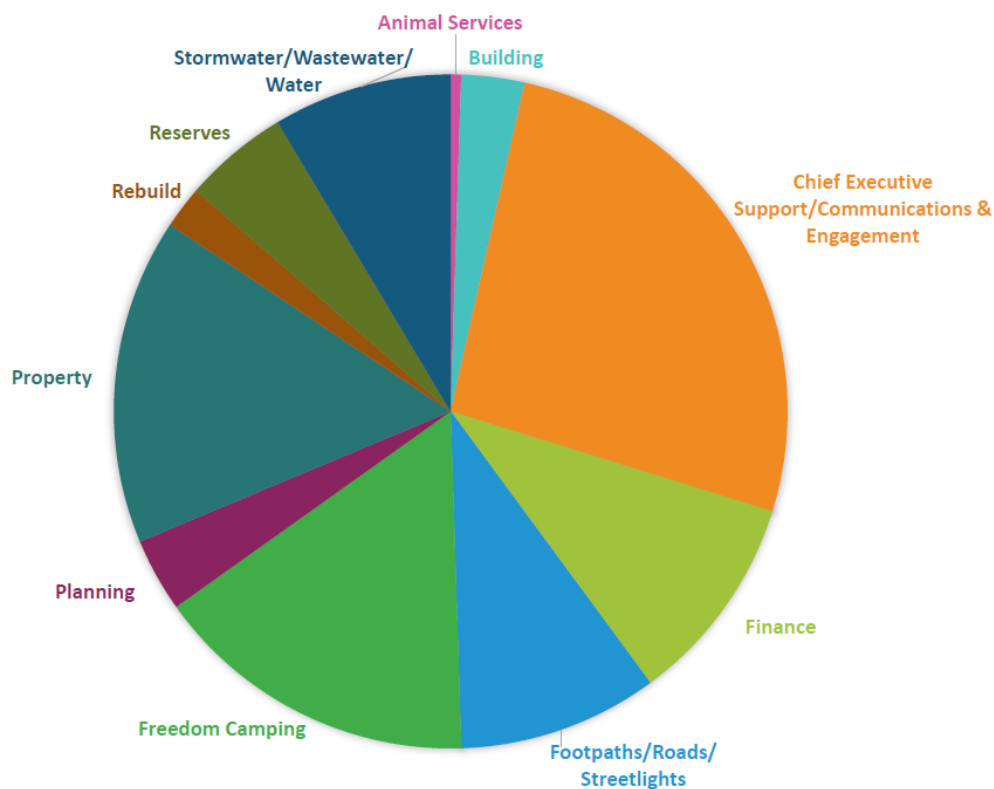
The appropriate time to do this would be in 2021 as part of the long term plan development. Delaying any change until 2021 also allows plenty of time for full and meaningful engagement and collaboration with TROK and the community about these changes to ensure they are correctly targeted and fully embedded.

## Analysis of submissions

- 63 submissions were received, raising just under 200 issues across 11 groups of topics.
- Submissions showed clear preferences for LGFA, swimming pool and freedom camping – the relevant lines have been highlighted in the table below
- In addition to the topics identified in the consultation document, the submissions raised a number of additional themes including;
  - o The desire for a toilet at Churchill park
  - o High level of support/interest in the use of the old Council building as a community space (some submissions noting the need to also take commercial cost/benefit into account)
  - o A desire from the community for more transparency, flexibility and support from Council with regards to processes, decision making and customer service.
- The use of the Ozone system to manage and respond to submissions allowed submissions to reach individual staff members responsible for relevant work programmes and worked well. A number of 'lessons' have been identified for future years.

Further detail can be found in the tables below and in the 'Management Summary' (tabled separately).

Submission content by group of topics



\*Chief Executive Support/communications and engagement covers several miscellaneous topics as well as feedback on the swimming pool.

## Submission content by type of issues raised/supported

<b>Local government funding association</b>	<b>Number of submissions 9</b>
Supporting Option 1	
Supporting Option 2	
Supporting Option 3	8
Supporting Option 4	2
General Support	1
Other issues	
<b>Responsible freedom camping</b>	<b>Number of submissions 33</b>
Supporting option 1 (no funding for enforcement)	2
Supporting option 2 (funding for enforcement)	14
General support for bylaw	12
Kiwa road related issues	2
<b>A new indoor community pool</b>	<b>Number of submissions</b>
Supporting option 1 (Scarborough street south)	11
Supporting option 2 (Scarborough street north)	1
Supporting option 3 (Existing site)	6
Support	1
Other issues	3
<b>Fairer fees and charges</b>	<b>Number of submissions 7</b>
Animal Control related issues	4
Building fees and charges related issues	3
Building general related issues	1
Pensioner housing related issues	1
<b>Waste management and minimisation</b>	<b>Number of submissions 13</b>
Waste minimisation related issues	3
Kerbside collection related issues	2
Recycling related issues	6
Town bins related issues	3
Other issues	1
<b>Community facilities, repair, rebuild, improve</b>	<b>Number of submissions 35</b>
Building related issues	14
Parks/reserves related issues	7
Walkways/cycleways related issues	1
Toilets related issues	6
Harbour/Airport related issues	
Other issues	10
<b>Horizontal infrastructure rebuild</b>	<b>Number of submissions 5</b>
Six bridges related issues	1
Lyell creek sewer related issues	1

Fords reservoir related issues	4
Aeration lagoon related issues	1
Clarence valley access related issues	2

**Roads, footpaths and streetlights** **Number of submissions 21**

Road related issues	13
Footpath related issues	4
Streetlight related issues	4

**District development** **Number of submissions 10**

District plan - natural hazard review related issues	2
Environment related issues	6
Tourism & marketing related issues	1
Other issues	1

\* 'Totals' in this table means total number of submissions entered for that group of topics. Many submissions raised more than one issue so totals may not always agree.