

REPORT

Date : 29 November 2023

To : Ordinary Council Meeting, 5 December 2023

From : Stace Lewer, Chief Executive Officer

Subject : **LONG TERM PLAN 2024-2034 – UPDATE**

File ID : A1192563

EXECUTIVE SUMMARY

The purpose of this report is to provide an update to Council on the work carried out on the Long Term Plan 2024-34 and seek Council approval of an updated the ŌDC Long Term Plan 2024-34 – Workplan (Appendix 1).

PURPOSE

The purpose of this report is to provide an update to Council on the work carried out on the Long Term Plan 2024-2034, since the 24 October Ordinary Council Meeting. It is also to seek approval for an item to be provided to the Risk and Assurance Committee for review.

BACKGROUND

At the time of writing this report, the following LTP work has been carried out:

On 16 October, a workshop was held. The following LTP items were discussed:

- update on Eastern Bay of Plenty spatial plan
- i-Site Strategy
- Te Tāhuhu o Te Rangi Strategy
- Engineering (various items)
- Draft Revenue and Financing Policy.

The notes from this workshop will be released following the standard council approval process.

On 24 October, an Ordinary Council Meeting was held. The LTP items in the agenda for that meeting were:

- Long Term Plan update
- Formal endorsement of the Community Priorities and Goals for inclusion in the Long Term Plan and reconfirmation of 'Strong Community, Strong Future' as the vision for the Long Term Plan
- The draft Significance and Engagement Policy was approved by Council to go out for consultation under the Special Consultative Procedure.

On 13 November, a workshop was held. The following item was discussed:

- Draft Revenue and Financing Policy.

On 20 November, a workshop was held. At the workshop, the following items were discussed:

- Updates to the 'ŌDC Long Term Plan 2024-34 – Workplan' (also known as the "Snake") with the inclusion of a new workshop on 30 November, and a new Council Meeting on 21 December
- A draft version of the LTP 2024-34 Performance Framework which includes the new Activity Structure
- A draft version of Key Planning Assumptions.

The dates included in the workplan (or "Snake") for 2024 will be provided to Governance to include in the Schedule of Meetings for 2024.

The draft version of the LTP 2024-34 Performance Framework was presented to councillors for review and feedback at the 20 November workshop. It included the new council activity structure (which is included in the draft Revenue and Financing Policy). This document is required to be included in the LTP and it has been generated to reflect the new Community Priorities which were adopted at the October council meeting. It provides the key performance indicators for the organisation to achieve and measure against, and it has been created to align with the goals which sit under the new Community Priorities. This document will be provided to the Risk and Assurance Committee on 11 December to seek review and feedback for the purpose of ensuring the council's performance framework is appropriate and in keeping with Treasury and Audit requirements.¹

¹ The Treasury requires all public benefit entities effectively and transparently report on its performance, and the External Reporting Board provides the standards to which council must adhere: [PBE FRS 48 Jan22 \(xrb.govt.nz\)](https://www.xrb.govt.nz/pbe-frs-48-jan22)

The notes and draft documents from both workshops will be released following the standard council approval process.

In addition, on 20 November, an Extra Ordinary Council Meeting was held in the afternoon. With regard to the LTP, the Revenue and Financing Policy was approved to go out for public consultation, under the Special Consultative Procedure.

At the time of writing the report, a Workshop is scheduled for 30 November. The following item is included on the agenda for the workshop:

- Project prioritisation.

The notes from this workshop will be released following the standard council approval process.

DISCUSSION

An updated version of the *ŌDC Long Term Plan 2024-34 Workplan*, or "Snake" is attached to this report for approval. This will be the third iteration of the "Snake" presented to Council. While every effort is made to align the LTP 2024-34 Workplan to the Schedule of Meetings for 2023, there are occasions where additional meetings and workshops are required to ensure items are considered adequately. The "Snake" is attached to this report as Appendix 1.

SIGNIFICANCE AND ENGAGEMENT ASSESSMENT

Assessment of significance

On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be.

Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

The level of significance related to the decision in this report is considered to be low. Because the decision is determined to have low significance in accordance with the policy, the corresponding level of engagement required is Inform.

Assessment of engagement

As the level of significance has been determined to be low, the level of engagement required is Inform according to the Engagement Framework of the Significance and Engagement Policy:



Inform

To provide balanced and objective information to assist understanding about something that is going to happen.

The tools that Council will use for the 'Inform' level of engagement include a report in the public agenda of the Council meeting and may include a combination of public notices in the newspaper and/or on Council's social media.

CONSIDERATIONS

Financial/budget considerations

Costs associated to the development of the Long Term Plan have been included in the 2023-24 Annual Plan budget.

Policy and planning implications

Council is required to ensure it meets the legislative requirements with regard to creating the Long Term Plan. The contents of the report support this.

Risks

No risks have been identified with the recommendations of the report. The report seeks approval to refer the draft Council Activity Structure and Performance Framework to the Risk and Assurance Committee, to ensure our long term plan process is robust.

Authority

Council has the authority to make the decisions required.

RECOMMENDATIONS:

- 1. That the report titled "Long Term Plan 2024-34 - update" be received.**
- 2. That the Council approve the latest version of the ŌDC Long Term Plan 2024-34 – Workplan (Appendix 1).**

Stace Lower

CHIEF EXECUTIVE OFFICER

ŌDC Long Term Plan 2024-34 – Workplan

