

ANNUAL PLAN BUDGET UPDATE - COMMUNITY AND PLANNING

Department: Executive Leadership Team

EXECUTIVE SUMMARY

- 1 This report provides an overview of the operating expenditure (opex) budget for the 2023/24 Annual Plan year for the Community and Planning Group as shown at Attachment A. A draft funding impact statement (FIS) is shown at Attachment B. The following activities are provided for:
 - City Development
 - Resource Consents
 - Community Development and Events
- 2 A schedule of proposed fees and charges for the 2023/24 year is also presented at Attachment C.

RECOMMENDATIONS

That the Council:

- a) **Approves** the draft 2023/24 operating budget for the Community and Planning Group as shown/amended at Attachment A.
- b) **Approves** the draft 2023/24 fees and charges schedules for the Community and Planning Group as shown/amended at Attachment C.

OPERATING BUDGETS

Revenue

Rates

- 3 The rates contribution for the Group has increased by \$1.422 million, 10.5%.

External revenue

- 4 External revenue has increased by \$261k, 16.9%. The main revenue changes incorporate the following:
 - a) Increase of \$158k for recovery of Masters Games costs.
 - b) Increases in Resource Consents revenue \$98k for non-notified resource consents due to adding a Processing Planner and a higher charge out rate.

Expenditure

Personnel costs

- 5 Personnel costs have increased by \$353k, 5.4%, due to additional resources in Resource Consents and Events. There are also increased staff costs for the Masters Games of \$92k being held in Dunedin in 2024, which are recoverable.

Operations and maintenance costs

- 6 Operations and maintenance costs have increased by \$783k, 49.2%. This is primarily due to an increase in Events. The main changes incorporate the following:
- a) Increase of \$384k for FIFA 2023. Note, there is additional sportsground revenue included in the Reserves and Recreational Facilities group budget \$312k.
 - b) Increase in event costs including Matariki.
 - c) Reinstatement of event costs for new year's eve and Thieves Alley.

Occupancy costs

- 7 Occupancy costs have increased by \$126k, 81.8% due to FIFA 2023 of \$109k and increased insurance \$17k.

Consumables and general costs

- 8 Consumables and general costs have increased by \$194k, 19.1%. This is primarily due to increased legal fees for appeals to the 2nd Generation District Plan's Variation 2 Greenfield rezoning.

Grants and subsidies

- 9 Grants and subsidies have increased \$152k, 3.7%, primarily due to increases in Masters Games, rates relief grants and adjustments approved as part of the 10 year plan.

FEES AND CHARGES

- 10 Resource Consents fees are unchanged except for some fixed fee adjustments in consents monitoring and hearing costs. A few deposit amounts for land use consents and subdivisions have also been adjusted. These adjustments are to better reflect actual median processing costs.

Signatories

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Attachments

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SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision enables democratic local decision making and action by, and on behalf of communities, and promotes the social economic, environmental, and cultural well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The activities of the Community and Planning Group primarily contribute to the objectives and priorities of the above strategies.

Māori Impact Statement

Council budgets impact broadly across all Dunedin communities including Māori. The Council is committed to developing ongoing relationships with Māori communities, particularly with mana whenua. Strategic projects that have significance to Māori have been identified from across the organisation and these projects will work collaboratively with the Māori Partnerships Manager to ensure beneficial outcomes for Māori are achieved.

Sustainability

The Annual Plan is not proposing any changes to that provided for in the 10 year plan. Major issues and implications for sustainability are discussed and considered in the 50 year Infrastructure Strategy and financial resilience is discussed in the Financial Strategy of the current 10 year plan 2021-31.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

This report provides a draft budget for the Community and Planning Group for inclusion in the draft 2023/24 Annual Plan.

Financial considerations

Financial considerations are detailed in the report.

Significance

The 10 year plan 2021-31 budgets were considered significant in terms of the Council's Significance and Engagement Policy, and were consulted on. Variations to those budgets as discussed in this report are not considered significant in terms of the policy.

Engagement – external

There has been no external engagement in updating the draft budget for the Community and Planning Group.

SUMMARY OF CONSIDERATIONS***Engagement - internal***

Staff and managers from across council have been involved in the development of the draft budget.

Risks: Legal / Health and Safety etc.

There are no identified risks.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

Projects identified in Community Board Plans were considered in the development of the budgets for the 10 year plan, and Community Boards were consulted at this time. Community Boards will have an opportunity to present on the draft 2023/24 Annual Plan.

Community and Planning Income Statement for the Year Ended 30 June 2024

Actual 2021-22 \$000	Budget 2022-23 \$000	Draft Budget 2023-24 \$000	Inc (Dec) \$000	Budget Inc (Dec) %
Revenue				
12,669 Rates revenue	13,582	15,004	1,422	10.5%
- Rates penalties	-	-	-	-
2,069 External revenue	1,547	1,808	261	16.9%
145 Grants and subsidies operating	154	156	2	1.3%
- Grants and subsidies capital	-	-	-	-
- Development contributions	-	-	-	-
- Vested assets	-	-	-	-
285 Internal revenue	306	278	(28)	-9.2%
15,168 Total revenue	15,589	17,246	1,657	10.6%
Expenditure				
5,754 Personnel costs	6,595	6,948	353	5.4%
1,314 Operations & maintenance	1,591	2,374	783	49.2%
161 Occupancy costs	154	280	126	81.8%
1,590 Consumables & general	1,016	1,210	194	19.1%
3,963 Grants & subsidies	4,114	4,266	152	3.7%
2,013 Internal charges	2,089	2,137	48	2.3%
31 Depreciation & amortisation	30	31	1	3.3%
- Interest	-	-	-	-
14,826 Total expenditure	15,589	17,246	1,657	10.6%
342 Net surplus/(deficit)	-	-	-	-

Community and Planning Funding Impact Statement for the Year Ended 30 June 2024

	Draft Budget 2023/24 \$000
Sources of operating funding	
General rates, uniform annual general charges, rates penalties	15,004
Targeted rates	-
Subsidies and grants for operating purposes	156
Fees and charges	1,808
Internal charges and overheads recovered	278
Interest and dividends from investments	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-
Total operating funding (A)	17,246
Applications of operating funding	
Payments to staff and suppliers	15,078
Finance costs	-
Internal charges and overheads applied	2,137
Other operating funding applications	-
Total application of operating funding (B)	17,215
Surplus/(deficit) of operating funding (A-B)	31
Sources of capital funding	
Subsidies and grants for renewals expenditure	-
Subsidies and grants for other capital expenditure	-
Development and financial contributions	-
Increase/(decrease) in debt	139
Gross proceeds from sale of assets	-
Lump sum contributions	-
Other dedicated capital funding	-
Total sources of capital funding (C)	139
Application of capital funding	
Capital expenditure	
- to meet additional demand	-
- to improve the level of service	165
- to replace existing assets	5
Increase/(decrease) in reserves	-
Increase/(decrease) in investment (DCHL)	-
Increase/(decrease) of other investments	-
Total application of capital funding (D)	170
Surplus/(deficit) of capital funding (C-D)	(31)
Funding balance ((A-B)+(C-D))	-

Group - Community and Planning

	2022/23 fees (GST Inclusive)	2023/24 proposed (GST Inclusive)	\$ change	% change
Resource Consents				
Consent Monitoring				
Monitoring of activities subject to requirements of the HSNO Act (fixed fee)	\$265.00	\$275.00	\$10.00	3.80%
Resource Consent monitoring fee for first visit (fixed fee when resource consent granted)	\$265.00	\$280.00	\$15.00	5.70%
Resource Consent monitoring fee for other visits (fixed fee when resource consent granted)	\$180.00	\$250.00	\$70.00	38.90%
Resource Consent monitoring fee for visits determined necessary after resource consent granted (per hour)	\$123.00	\$131.00	\$8.00	6.50%
State of the Environment monitoring fee (fixed fee)	\$125.00	\$125.00	\$0.00	0.00%
Terms of payment: Payment of additional fees are due within 20 working days of the invoice date or 20th of the month, whichever is the latest.	\$0.00	\$0.00	\$0.00	0.00%
Designations/Heritage Orders/Plan Changes				
For Designations/heritage Orders/Plan Changes (privately initiated) following payment of the relevant deposit, the Council may, at its discretion, invoice for the additional charges at cost on a monthly basis and may stop work on the application until such time as the relevant invoice has been paid.	\$0.00	\$0.00	\$0.00	0.00%
Heritage order applications (deposit and additional charges at cost)	\$2,300.00	\$2,300.00	\$0.00	0.00%
Minor modifications (Section 181 (3)) (deposit and additional charges at cost)	\$640.00	\$640.00	\$0.00	0.00%
Notice of requirement for designations (Section 168 & Section 181(2)) (deposit and additional charges at cost)	\$7,300.00	\$7,300.00	\$0.00	0.00%
Plan changes (privately initiated) (deposit and additional charges at cost)	\$23,000.00	\$23,000.00	\$0.00	0.00%
Purchase of District Plan - available on line only, no charge	\$0.00	\$0.00	\$0.00	0.00%
Uplifting designations - no charge	\$0.00	\$0.00	\$0.00	0.00%
Development Contributions				
Objections (Full cost recovery for commissioners, council staff and other support) (deposit)	\$460.00	\$460.00	\$0.00	0.00%
Remissions, unusual developments and deferral of payment (deposit)	\$460.00	\$460.00	\$0.00	0.00%
The Local Government Act provides for full cost recovery. Application costs that exceed the deposit will be subject to additional charges at the rates and disbursements set out in this schedule. For those applications that attract a fixed deposit, a receipt will be issued at the time of payment. A GST invoice will be issued at the completion of processing. Commissioners are selected and appointed independently of Council and their full costs will be recovered.	\$0.00	\$0.00	\$0.00	0.00%
Disbursements				
Vehicle usage (calculated on time basis (per min))	\$0.27	\$0.27	\$0.00	0.00%
Postage - at cost	\$0.00	\$0.00	\$0.00	0.00%
Photocopying (per A4 copy) - at cost	\$0.00	\$0.00	\$0.00	0.00%
Public notices - at cost	\$0.00	\$0.00	\$0.00	0.00%
Site signs - at cost	\$0.00	\$0.00	\$0.00	0.00%
Site inspections - at cost	\$0.00	\$0.00	\$0.00	0.00%
Fees for Land Use Planning Activities				
Section 36(1) of the Resource Management Act 1991 enables the Council to charge a fixed deposit. Section 36(3) allows for additional fees to recover actual and reasonable costs in cases here the fixed deposit is inadequate. Application costs that exceed the deposit will be subject to additional charges at the rates and disbursements set out in the following schedules. For those applications that attract a fixed deposit, a receipt will be issued at the time of payment. A GST invoice will be issued at the completion of processing.	\$0.00	\$0.00	\$0.00	0.00%
Fees for Subdivision Activities				
Non-Notified Subdivision Consents (deposit)	\$2,400.00	\$2,600.00	\$200.00	8.30%
Hearing Costs				
Hearing up to 3 hours (fixed fee)	\$900.00	\$1,000.00	\$100.00	11.10%
Hearings over 3 hours (per day)	\$1,800.00	\$2,000.00	\$200.00	11.10%
Staff attendance at hearings – cost of staff attending hearing (charged at hourly rates). For resource consents, only the processing planner and specialist from another department will be charged.	\$0.00	\$0.00	\$0.00	0.00%
For all applications involving elected members attendance at hearings:				
Non-Notified Land Use Consents				
Category B (deposit)	\$1,000.00	\$1,025.00	\$25.00	2.50%
Category C (deposit)	\$1,700.00	\$1,750.00	\$50.00	2.90%
Category A - no deposit	\$0.00	\$0.00	\$0.00	0.00%
Notified Land Use Consents				
Limited Notified Land Use Consents (deposit)	\$5,900.00	\$5,900.00	\$0.00	0.00%
Publicly Notified Land Use Consents (deposit)	\$9,300.00	\$9,300.00	\$0.00	0.00%
Notified Subdivision Consents				

	2022/23 fees (GST Inclusive)	2023/24 proposed (GST Inclusive)	\$ change	% change
Limited Notified Subdivision Consents (deposit)	\$5,900.00	\$5,900.00	\$0.00	0.00%
Publicly Notified Subdivision Consents (deposit)	\$9,300.00	\$9,300.00	\$0.00	0.00%
Objections				
For objections under section 357A(1)(f) or (g), where a request is made for the objection to be considered by a hearings commissioner, there is a fixed deposit and additional costs are charged as follows:	\$850.00	\$850.00	\$0.00	0.00%
Commissioner - actual cost	\$0.00	\$0.00	\$0.00	0.00%
Officer time - at hourly rate	\$0.00	\$0.00	\$0.00	0.00%
Other objections to decisions of resource consents (Section 357) and fees (Section 357B) - no fee	\$0.00	\$0.00	\$0.00	0.00%
Planning - Other Legislation				
Cancellation of building line restriction (Section 327A Local Government Act 1974) (deposit)	\$330.00	\$330.00	\$0.00	0.00%
Converting a cross lease into a fee simple (deposit)	\$300.00	\$300.00	\$0.00	0.00%
Overseas Investment Commission Certificate (deposit)	\$330.00	\$330.00	\$0.00	0.00%
Planning certificates for the sale of liquor (deposit)	\$280.00	\$280.00	\$0.00	0.00%
Right of way (Section 348 Local Government Act 1974) (deposit)	\$660.00	\$660.00	\$0.00	0.00%
Right of way application for sealing (Section 348 Local Government Act 1974)	\$0.00	\$250.00	\$250.00	
Processing Costs				
Administrative Officers (per hour)	\$99.00	\$100.00	\$1.00	1.00%
Associate Senior Planner (per hour)	\$170.00	\$174.00	\$4.00	2.40%
Compliance and Monitoring Officer (per hour)	\$123.00	\$131.00	\$8.00	6.50%
Development contributions officer (per hour)	\$130.00	\$131.00	\$1.00	0.80%
External consultants processing resource consent (same hourly rate as equivalent planner)	\$0.00	\$0.00	\$0.00	0.00%
Graduate Planner (per hour)	\$127.00	\$129.00	\$2.00	1.60%
Planner (per hour)	\$162.00	\$166.00	\$4.00	2.50%
Planning Technician (per hour)	\$117.00	\$119.00	\$2.00	1.70%
Principal Advisor/Team Leader/Specialist input (senior level) from another Council department (per hour)	\$179.00	\$183.00	\$4.00	2.20%
Processing of notified land use and subdivision applications and any additional charges applying to any other planning application listed above will be charged at the following rates:	\$0.00	\$0.00	\$0.00	0.00%
Senior Planner (per hour)	\$179.00	\$183.00	\$4.00	2.20%
Specialist input (junior/intermediate level) from another Council department (per hour)	\$162.00	\$166.00	\$4.00	2.50%
Reports, advice and assessment commissioned by the Council - at cost	\$0.00	\$0.00	\$0.00	0.00%
Refund or Cost Recovery Threshold: There is a \$40 threshold either side of the final cost whereby if the amount to be refunded or recovered is less than \$40 it will be absorbed to cover the processing cost.	\$0.00	\$0.00		0.00%
Related Land Use Consents				
Boundary Activity Notice Deposit	\$490.00	\$490.00	\$0.00	0.00%
Certificates of compliance (Section 139) (deposit)	\$870.00	\$950.00	\$80.00	9.20%
Change or cancellation of conditions of land use consents (Section 127(1)(b)) (deposit)	\$870.00	\$920.00	\$50.00	5.70%
Existing use certificate (Section 139A) (deposit)	\$1,080.00	\$1,080.00	\$0.00	0.00%
Extension of time for land use consents. (Section 125(1)(b)) (deposit)	\$730.00	\$710.00	-\$20.00	-2.70%
If the application is complex or significant, or specialist advice is needed, a higher deposit may be required before proceeding.	\$0.00	\$0.00	\$0.00	0.00%
Marginal or Temporary Activity Notice (deposit)	\$490.00	\$490.00	\$0.00	0.00%
Outline plan of works (Section 176A) (deposit)	\$1,200.00	\$1,400.00	\$200.00	16.70%
Surrender of resource consent (s138)	\$0.00	\$200.00	\$200.00	0.00%
Related Subdivision Consent Matters				
Approving, certification fee for survey plans (except 224(c)) (per certificate) (deposit)	\$520.00	\$540.00	\$20.00	3.80%
Bond renewal (fixed fee)	\$240.00	\$245.00	\$5.00	2.10%
Certified copy of Council Resolution (fixed fee)	\$240.00	\$250.00	\$10.00	4.20%
Change or cancellation of conditions of subdivision consents (Section 127(1) (deposit))	\$1,280.00	\$1,500.00	\$220.00	17.20%
Combined 223 and 224(c) application (deposit)	\$1,000.00	\$1,000.00	\$0.00	0.00%
Compliance with subdivision consent conditions (Section 224(c)) (deposit)	\$840.00	\$840.00	\$0.00	0.00%
Extension of time for subdivision consents (Section 125(1)(b)) (deposit)	\$770.00	\$770.00	\$0.00	0.00%
If the application is complex or significant, or specialist advice is needed, a higher deposit may be required before proceeding. Fees will be discussed with the applicant in advance. Engineering, geotechnical, contamination and any other technical input will be an additional fee that recovers actual cost.	\$0.00	\$0.00	\$0.00	0.00%
Payment of Final Fee for Subdivision Applications: The final fee should be paid promptly after being sent an invoice. If there are any outstanding interim invoices they will be required to be paid before the Section 224 Certificate will be released.	\$0.00	\$0.00	\$0.00	0.00%

	2022/23 fees (GST Inclusive)	2023/24 proposed (GST Inclusive)	\$ change	% change
Preparation of consent notices, certificates, bonds, partial or full release/discharge of bonds, revocation of easements (fixed fee, but any legal fees recovered at cost)	\$300.00	\$310.00	\$10.00	3.30%
s240 Covenants (deposit)	\$550.00	\$550.00	\$0.00	0.00%
s241 Amalgamation of Allotments (deposit)	\$315.00	\$315.00	\$0.00	0.00%
Section 221 application (deposit)	\$1,090.00	\$1,300.00	\$210.00	19.30%
Section 226 application including certification (deposit)	\$770.00	\$850.00	\$80.00	10.40%
Section 243 application (deposit)	\$540.00	\$600.00	\$60.00	11.10%
Objections to decisions of subdivision consents (Section 357) and fees (Section 357B) (no fee)	\$0.00	\$0.00	\$0.00	0.00%
Request to Use Commissioner				
1. The applicant requesting a commissioner in accordance with Section 100A will be charged at the actual cost of the commissioner, even if submitters also make the same request. If submitters request a commissioner, and the applicant does not, then the submitters must pay for the additional costs associated with the commissioner, with the costs being equally shared between the submitters requesting it.	\$0.00	\$0.00	\$0.00	0.00%
2. Plan changes or Notice of Requirements which require the use of a commissioner will be charged at the actual cost of the commissioner.				
Site Contamination Search				
Commercial and Industrial (fixed fee per site) - Site Contamination Search	\$580.00	\$620.00	\$40.00	6.90%
Information search to meet requirement (method) of section 6(2) of the Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011	\$0.00	\$0.00	\$0.00	0.00%
Residential and rural (fixed fee per site) - Site Contamination Search	\$350.00	\$350.00	\$0.00	0.00%
Where HAIL search and assessment has previously been completed	\$0.00	\$160.00	\$160.00	