

ENGAGEMENT ON THE 2023/24 ANNUAL PLAN

Department: Civic and Executive Leadership Team

EXECUTIVE SUMMARY

- 1 The draft 2023/24 Annual Plan (“the draft Plan”) is an update of year three of the 10 year plan 2021-31. The draft Plan proposes no significant changes to the 10 year plan, and there are no engagement topics requiring specific feedback. As such, there is no legal requirement for Council to consult on the draft Plan.
- 2 This report therefore recommends following the community engagement approach that was undertaken for the 2022/23 Annual Plan. This approach utilises both online digital content as well as print-based engagement practices.

RECOMMENDATIONS

That the Council:

- a) **Approves** the recommended engagement approach as outlined in this report.

BACKGROUND

- 3 The Local Government Act 2002 (the Act) sets out provisions for preparing and consulting on Annual Plans.
- 4 Section 95 of the Act includes the following provisions:
 - (1) *A local authority must prepare and adopt an annual plan for each financial year.*
 - (2) *Subject to subsection (2A), a local authority must consult in a manner that gives effect to the requirements of section 82 before adopting an annual plan under this section.*
 - (2A) *Subsection (2) does not apply if the proposed annual plan does not include significant or material differences from the content of the long-term plan for the financial year to which the proposed annual plan relates.*
- 5 Section 82 of the Act sets out the principles of consultation, including allowing local authorities to consult in a manner that it considers, in its discretion, to be appropriate. The special consultative procedure is not required to be used for an annual plan.
- 6 Under section 82 (2A), Council is not required to consult on the draft Plan if it does not include significant or material differences from year three of the Council’s 10 year plan 2021-31 (10 year plan).

DISCUSSION

- 7 The draft 2023/24 Annual Plan (“the draft Plan”) is an update of year three of the 10 year plan. The draft Plan as presented at this meeting proposes no significant changes to the 10 year plan, and if accepted by Council, will not include any topics requiring specific consultation.
- 8 For the 2022/23 Annual Plan, no significant changes were made to year two of the 10 year plan. Because of this, and because of the uncertainty of COVID at that time, Council approved a community engagement mixed method approach.
- 9 It is recommended that, although there are no engagement topics requiring specific feedback, an engagement process is still undertaken this year, and that it follows the engagement approach used for the 2022/23 Annual Plan.
- 10 This is an opportunity to provide updates to the community about projects currently underway, to set the scene for the next 10 Year Plan 2024-34, and for the community to provide feedback to Council more generally.

Community engagement approach – mixed method

- 11 The mixed method approach to engagement utilises both online digital content and print based engagement practices. A set of high-level principles have been developed that provide guidance for this mixed method approach. The principles are:
 - a) Build trust through transparency and responsiveness
 - b) Set clear expectations
 - c) Be responsive to the Treaty of Waitangi
 - d) Be inclusive and reflect diversity
 - e) Make online engagement embedded practice
- 12 The proposed engagement objectives for the draft Plan will be to:
 - a) Update the community on some of the key decisions and project progress on the 10 year plan 2021-31
 - b) Update the community on the where the DCC is at in the current planning cycle and set the scene for the 10 Year Plan 2024-34 engagement
 - c) Provide online avenues for communities to engage with Council
- 13 A mixed method engagement approach requires different engagement tools for different engagement purposes and for different community stakeholders. In planning the engagement approach, staff took into consideration community diversity, youth and Māori and Pāsifika. Staff also considered accessibility of both print media and online social media platforms. Taking this all into account, the tools for community engagement will include:
 - a) Creating digital content and producing a series of short videos to tell the story of key decisions and progress on current projects

- b) Proactive use of social media platforms to share digital content
- c) Proactive media releases
- d) Advertising in print media
- e) DCC Website including updating DCC's 'The Future of Us' webpage

Capturing community feedback

- 14 A critical part of the engagement approach involves developing accessible online resources, processes, and opportunities for Council to receive community views, insights and feedback from stakeholder groups and the wider community.
- 15 The community will be able to provide feedback through online processes, social media, and emails. Hearings will be held where the community can speak directly to Council, and these are scheduled to begin on 1 May 2023. All feedback will be collated, analysed, and reported back to Council for its consideration at the deliberations meeting scheduled to begin on 22 May 2023.

OPTIONS

- 16 While there is always the option not to adopt the proposed approach to engagement on the draft Plan, staff can identify no reason not to adopt the proposal outlined in this report. On this basis there are no recommended options.

NEXT STEPS

- 17 Once approved, staff will develop Annual Plan engagement collateral for the 2023/24 draft Plan. A cross Council working group will be engaged to undertake this work and deliver the annual plan engagement approach.

Signatories

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Attachments

There are no attachments for this report.

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision enables democratic local decision making and action by, and on behalf of communities.

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 Annual Plan contributes to all of the objectives and priorities of the strategic framework and provides a focus for decision making and coordination of the Council's resources, as well as a basis for community accountability.

Māori Impact Statement

Being responsive to the Treaty of Waitangi has been included as a key principle for the proposed Annual Plan engagement approach. Discussions will be held with Mana Whenua and Mataawaka to ensure their involvement, particularly in the development of digital content, the design of appropriate methods of engagement for Māori communities and how engagement is undertaken.

Sustainability

Engagement in the context of the Annual Plan will provide an opportunity for the community to express their views of the DCC's work towards sustainability.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

Engagement in the context of developing the Annual Plan is an opportunity for the community to express their views.

Financial considerations

Engagement costs will be met from within existing budgets.

Significance

This report is considered of low significance in terms of the Significance and Engagement Policy.

Engagement – external

This report discusses an approach for external engagement on the Annual Plan.

Engagement - internal

Engagement planning has been prepared with input from staff across council.

SUMMARY OF CONSIDERATIONS

Risks: Legal / Health and Safety etc.

There are no identified risks.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

On line resources and engagement material will be available for use by Community Boards.