

MEMORANDUM

To Council
From Nicole Hubbard, Corporate Planning Manager
Alison Diaz, Chief Financial Officer
Subject 2024-2034 Long Term Plan. Activity Management Plans – Part B
Date 10 and 11 October 2023

Purpose

To present to Council Part B of the Activity Management Plan for external activities. This work builds on the work done with Councillors previously to identify the appetite for increasing our effort and potential investment in areas of the business.

There are several steps involved in developing Activity Management Plans and receiving early feedback from Council is critical as each step builds on the previous and will ultimately inform the budgets and work programmes included in the LTP, as well as topics that we will consult with the community on.

Background

Schedule 10 of the Local Government Act 2002 (LGA) details what information must be included in an LTP. Activity Management Plans have been designed to support capturing the required information as we move through the LTP process.

Setting the direction for the 2024-2034 LTP

In June 2023 Council adopted its community outcomes following consultation with the public. Our four community outcomes are aspiration statements outlining how our communities would like to see their wellbeing improved over time.

Council then adopted six strategic priorities which provide key areas of focus for the first three years of the LTP. As staff have identified issues and opportunities that could be responded to through the LTP, they have aligned these to the Strategic Priorities.

In August 2023 a series of Council workshops were held to provide councillors with an introduction to Activity Management Plans. Council was presented information on what each activity does, the services it delivers, why we provide each activity and upcoming issues and challenges that could be addressed through the 2024-2034 LTP.

At the end of the workshops, a dial for each activity was set based on councillor feedback. This indicated where Councillors would like to see work focused and prioritised. For each activity, the dial identified whether Council need to do less, keep the service level the same or do more. This feedback has been used by staff to inform the material included this pack.

Included in this pack

This pack includes the information from each Activity Management Plan on:

- What the activity does
- How this activity is funded
- What we've heard from Council

- What key issues are coming up
- Asset overview
- How much of our services we intend to deliver – this includes mini business cases for proposals which are more than 30% of the current budget and new staff request forms.
- A list of unfunded proposals – this is work that staff identified that they want to do, but it is not prioritised at present. Projects on the unfunded list following these workshops with Council will not be budgeted for or delivered.

Summary of the requests for more

Staff have been requested to review their budgets using the 2023/24 Annual Plan as a baseline and considering what was budgeted in the current LTP (2021-2031 LTP).

The current budget for 2023/24 Annual Plan totals \$287,954,000.

Additional requests by activity and the rough split by funding stream – general rates, targeted rates, fees etc is being worked through, and a summary will be emailed Councillors prior to the Workshop.

What we require from Council

To complete the remaining parts of the Activity Management Plans, staff require Council feedback on the following:

1. Do you agree with the proposals that staff are suggesting to fund?
2. Do you agree with the unfunded list?
3. Are there proposals that you would like moved to or out of the unfunded list?
4. Do you want to consult the community on any of these changes?

Next steps

A Council workshop will be scheduled for Part B of the Activity Management Plans for Organisational Support activities in early November. Based on the feedback received from Council at these workshops, staff will prepare full budgets for all activities and develop levels of service statements based on investment and performance measures.

The next set of LTP workshops with Council will occur early 2024 where detailed budgets, levels of service, performance measures and consultation topics will be covered.

Attachments

Attachment 1: Strategic Priorities and assessment of proposals under each priority

Attachment 2: Activity Management Plans (Part B)

Attachment 3: Mini Business Cases

Attachment 4: New Staff Requests