

QLDC Council

5 April 2016

Report for Agenda Item: 1

Department:

Corporate Services

2016-2017 Annual Plan Consultation Document

Purpose

To adopt the Council's 2016-2017 Annual Plan Consultation Document and supporting document for public consultation.

Executive Summary

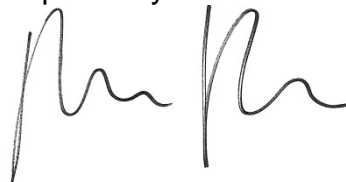
The 2014 amendments to the Local Government Act 2002 now require Councils to use a Consultation Document to consult with the community on the Council's Annual Plan. The Plan itself will not be adopted until the consultation process has been completed and any changes made (30 June 2015).

Recommendation

That Council:

- a. **Adopts** the 2016-2017 Annual Plan supporting document; and
- b. **Adopts** the 2016-2017 Annual Plan Consultation Document for consultation.

Prepared by:



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GM Corporate Services

29/03/2015

Reviewed and Authorised by:



Mike Theelen
Chief Executive

30/03/2016

Background

- 1 The Consultation Document was a new requirement for all Councils under the 2014 amendments to the Local Government Act.
- 2 The documents informing the Consultation Document include but are not limited to the following (Section 95):

- *contain the proposed annual budget and funding impact statement for the year to which the annual plan relates; and*
 - *identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year; and*
 - *provide integrated decision making and co-ordination of the resources of the local authority; and*
 - *contribute to the accountability of the local authority to the community.*
- 3 The supporting documents must be adopted prior to the adoption of the Consultation Document in accordance with section 95A of the Local Government Act.

Comment

4 The Consultation Document was a new requirement for Councils in 2014 and while the legislation provides some guidance on what can and cannot be included in the Consultation Document, there remains a high level of flexibility as to how this information is presented to the community.

5 Section 95A (purpose and content of consultation document for annual plan) of the LGA sets out that:

(1) The purpose of the consultation document under section 82A(3) is to provide a basis for effective public participation in decision-making processes relating to the activities to be undertaken by the local authority in the coming year, and the effects of those activities on costs and funding, as proposed for inclusion in the annual plan, by:

(a) identifying significant or material differences between the proposed annual plan and the content of the long-term plan for the financial year to which the annual plan relates; and

(b) explaining the matters in paragraph (a) in a way that can be readily understood by interested or affected people; and

(c) informing discussions between the local authority and its communities about the matters in paragraph (a).

(2) The content of the consultation document must be such as the local authority considers on reasonable grounds will achieve the purpose set out in subsection (1), and must—

(a) explain identified differences, if any, between the proposed annual plan and what is described in the long-term plan in relation to the financial year to which the annual plan relates, including (but not limited to)—

(i) an explanation of any significant or material variations or departures from the financial statements or the funding impact statement; and

(ii) a description of significant new spending proposals, the costs associated with those proposals, and how these costs will be met; and

(iii) an explanation of any proposal to substantially delay, or not proceed with, a significant project, and the financial and service delivery implications of the proposal; and

(b) outline the expected consequences of proceeding with the matters referred to in paragraph (a), including the implications for the local authority's financial strategy.

(3) The consultation document:

(a) must be presented in as concise and simple a manner as is consistent with this section; and

(b) without limiting paragraph (a), must not contain, or have attached to it—

(i) a draft of the annual plan as proposed to be adopted; or

(ii) a full draft of any policy; or

(iii) any detailed information, whether described in Part 2 of Schedule 10 or otherwise, that is not necessary or desirable for the purposes of subsections (1) and (2); and

(c) must state where members of the public may obtain the information held by the local authority that is relied on by the content of the consultation document, including by providing links or references to the relevant information on an Internet site maintained by or on behalf of the local authority; and

(d) may be given the title of the local authority's choice, provided that the title or subtitle make reference to this being a consultation document for the proposed annual plan for the relevant year.

(4) The local authority must adopt the information that is relied on by the content of the consultation document, as referred to in subsection (3)(c), before it adopts the consultation document.

(5) For the purposes of this section, a difference, variation, or departure is material if it could, itself or in conjunction with other differences, influence the decisions or assessments of those reading or responding to the consultation document.

6 As outlined the supporting document will be amended in response to the submission and hearing process and will be recommended for adoption as the 2016-2017 Annual Plan on 30 June 2016.

Financial Implications

7 There are no financial implications in relation to adopting the Annual Plan supporting documents and Consultation Document. The cost of consultation is budgeted.

Local Government Act 2002 Purpose Provisions

8 The Annual Plan is a statutory requirement under the Local Government Act 2002 (section 95).

Council Policies

9 The following Council Policies were considered:

- 2015-25 10 Year Plan
- 2014/15 Annual Plan

Consultation

10 Following its adoption, the 2016-2017 Annual Plan Consultation Document will be published online, available from Libraries and Council offices and circulated as per Scuttlebutt (Council newsletter) distribution, in accordance with section 82. The following is an outline of consultation key dates:

5 April 2016	2015-2025 10 Year Plan Consultation Document adopted
6 April 2016	Public Submissions Open
29 April 2016	Public Submissions Close
31 May – 1 June 2016	Hearing of Submissions
30 June 2016	Annual Plan recommended for Adoption

Attachments

- A 2016-2017 Annual Plan supporting documents (circulated separately)
- B Draft Consultation Document