



**I, Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer, hereby
give notice that
Wairoa Youth Council Meeting will be held on:**

Date: Monday, 22 February 2021
Time: 3.30pm
**Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa**

AGENDA

Wairoa Youth Council Meeting

22 February 2021

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 14 December 2020

8 GENERAL ITEMS

8.1 LONG-TERM PLAN BRIEFING

Author: Kimberley Tuapawa, Pouwhakarae – Pārongo / Wheako Kiritaki Group Manager Information and Customer Experience

Authoriser: Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer

Appendices: Nil

1. PURPOSE

- 1.1 This report provides information for Committee on development of Council's Long-Term Plan 2021-31 (LTP). No decisions are required by Committee at this stage.

RECOMMENDATION

The Pouwhakarae – Pārongo / Wheako Kiritaki Group Manager Information and Customer Experience RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 Council is in the process of developing its Long-Term Plan 2021–31. Managed by a small team, this two-year project comprises 45 separate projects, 100 key tasks and involves input from staff across the organisation. Council has a comprehensive project plan which is carefully managed to ensure that key deadlines are reached.
- 2.2 This progress update meets the purpose of local government as it supports the delivery of Council's LTP which will help meet the needs of the community by providing a reference for planning, funding decisions and service delivery.

3. WHAT IS AN LTP

- 3.1 Every three years, Council must produce a Long-Term Plan (LTP), which covers a period of 10 years and sets out the priorities agreed to between Council and the community. The Mayor and Chief Executive Officer must lead this plan's development.
- 3.2 There are other documents included in this process such as:
- Financial Strategy
 - Infrastructure Strategy
 - Asset Management Plans
 - Policies

- 3.3 Rates are the main source of funding for the Council's activities.


The rate-setting process begins with the revenue and financing policy (RFP) in the Long-Term Plan/ Annual Plan. When this process has been completed the rates are set. A rates resolution is prepared and the rates are set for the year. It is important that the rates resolution matches the Funding Impact Statement in the Long-Term Plan/ Annual Plan.

The 'rates year' starts on 1 July of every year. Even if Council is late in adopting its' Long-Term Plan/ Annual Plan this starting date does not change. Rates are divided into four instalment with due dates usually being the 20th of August, November, February and May of each year.

4. WHAT'S IN PROGRESS

- 4.1 A review of the LTP's structure and layout was completed. The aim was to simplify the content structure and ensure all like-components were grouped together. This means that the content for the LTP 2021-31 will be structured under 5 key categories: 1) Our Long-term Plan, 2) Our Activities, 3) Our Finances, 4) Our Policies, and 5) Our Infrastructure.
- 4.2 LTP Pre-engagement has been undertaken in January 2021. Council is currently consulting on its Revenue and Financing Policy.
- 4.3 The consultation period will begin 01 April 2021.

Signatories

	
Author Kimberley Tuapawa	Approved by Kitea Tipuna

8.2 COMMUNITY ASSETS AND SERVICES INTRODUCTION

Author: Stephen Heath, Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services

Authoriser: Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer

Appendices: Nil

1. PURPOSE

- 1.1 This report provides information for Committee on activities undertaken by the CAAS department. No decisions are required by Committee at this stage.

RECOMMENDATION

The Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services RECOMMENDS that Committee receive the report and advise on activities within the CAAS department of specific interest to the Committee.

2. BACKGROUND

3. COMMUNITY ASSETS AND SERVICES (CAAS) TEAM

- 3.1 Responsible for Maintaining, improvements, service delivery and management of Council owned assets valued at over \$275 million. Operating in a District area of 4,100 square Km with 130km of Coastline.

4. ACTIVITIES AND AREAS

- 4.1 Roads, streets and Bridges
- 4.2 Cemeteries
- 4.3 Sportsgrounds
- 4.4 Reserves
- 4.5 Airport Control
- 4.6 Water Supply
- 4.7 Sewerage Management
- 4.8 Stormwater Drainage
- 4.9 Waste Management
- 4.10 Street Lighting
- 4.11 Traffic Management
- 4.12 Public Toilets
- 4.13 Footpaths
- 4.14 Property

Signatories

	
Author Stephen Heath	Approved by Kitea Tipuna