
Council Kaunihera OPEN MINUTES

Minutes of a meeting of the Council held in Council Chamber and Audio Visual Link , Municipal Building, Garden Place, Hamilton on Thursday 23 March 2023 at 9.30am.

PRESENT

Chairperson	Mayor Paula Southgate
Heamana	
Deputy Chairperson	Deputy Mayor Angela O’Leary
Heamana Tuarua	
Members	Cr Ryan Hamilton Cr Maxine van Oosten Cr Moko Tauariki (via audio visual link) Cr Ewan Wilson Cr Mark Donovan Cr Louise Hutt Cr Andrew Bydder Cr Geoff Taylor Cr Sarah Thomson Cr Emma Pike Cr Melaina Huaki Cr Anna Casey-Cox

In Attendance:	Lance Vervoort – Chief Executive Sean Murray – General Manager Venue, Tourism and Major Events David Bryant – General Manager People and Organisational Performance Chris Allen – General Manager Development Blair Bowcott – General Manager Growth Eeva-Liisa Wright – General Manager Infrastructure Operations Murray Heke – General Manager Customer and Technology Transformation Julie Clausen – Acting General Manager Strategy and Communications Lee-Ann Jordan - Acting General Manager Community Tracey Musty – Financial Director James Clarke – Unit Manager Strategy and Planning
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Governance Staff:	Amy Viggers – Governance Lead Chantal Jansen, Arnold Andrews and Nicholas Hawtin – Governance Advisors
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Kaumatua Tame Pokaia opened the meeting with a Karakia.

1. Apologies – Tono aroha

Resolved: (Mayor Southgate/Cr van Oosten)

That the apologies for absence from Cr Naidoo-Rauf and for early departure from Cr Tauariki and Cr Huaki (Council business) are accepted.

2. Confirmation of Agenda – *Whakatau raarangi take*

Resolved: (Mayor Southgate/Cr Thomson)

That the agenda is confirmed noting that:

- a) the final debate for item 6 (2023-24 Annual Plan Draft Budget and Consultation Document) is increased to 5 minutes;
- b) that the attachment 1 of item C3 (2023-24 Annual Plan Draft Budget) be moved to the open agenda with redactions made as **appendix 1**.

3. Declarations of Interest – *Tauaakii whaipanga*

No members of the Council declared a Conflict of Interest.

4. Public Forum – *Aatea koorero*

Not applicable.

5. Confirmation of the Council (Annual Plan) Open Minutes - 2 March 2023

Resolved: (Mayor Southgate/Cr Hamilton)

That the Council confirm the Open Minutes of the Council Meeting held on 2 March 2023 as a true and correct record.

6. 2023-24 Annual Plan Draft Budget and Consultation Document

The Chief Executive introduced the report and highlighted the projects put forward by staff in relations to the resolution for staff to present further operating revenue increases and expenditure reductions. Staff responded to questions concerning the 2023-24 Annual Plan Draft Budget.

For further information concerning content and discussion, please refer to the following recordings of the meeting: www.youtube.com/user/HamiltonCityCouncil/videos?view

Cr Tauariki joined the meeting (10.22am) during the discussion of the above item.

During the discussion of item 6 (2023-24 Annual Plan Draft Budget and Consultation Document) the matter was adjourned to enable discussion on the related public excluded report.

7. Resolution to Exclude the Public

Resolved: (Mayor Southgate/Cr van Oosten)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the Council (Annual Plan)) Good reason to withhold) information exists under	Section 48(1)(a)

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- | | |
|---|---|
| Public Excluded Minutes -
2 March 2023 |) Section 7 Local Government
) Official Information and
) Meetings Act 1987 |
|---|---|
- C2. Confirmation of the
Elected Member Briefing
Closed Notes - 15 March
2023
- C3. 2023-24 Annual Plan
Draft Budget

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

- | | | |
|----------|--|--|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to enable Council to carry out negotiations to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (i)
Section 7 (2) (j) |
| Item C3. | to protect the privacy of natural persons to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (a)
Section 7 (2) (h)
Section 7 (2) (i)
Section 7 (2) (j) |

The meeting returned to the open session at 11.50am.

The meeting was adjourned 11.50am to 12.30pm.

Cr Tauariki retired from the meeting during the above adjournment.

Cr Bydder left the meeting during the above adjournment.

7. 2023-24 Annual Plan Draft Budget and Consultation Document – Continued

Resolved: (Cr Wilson/Cr Pike)

That the Council:

- a) receives the report;
- b) approves the inclusion of the following further operating revenue increases and expenditure reductions in the draft 2023-24 Annual Plan budget:
 - i. reduction in the external rates charge expenditure of \$120,000;
 - ii. inclusion of the Department of Internal Affairs transition net funding of \$300,000;
 - iii. reduction of the internal audit work programme of \$100,000;
 - iv. reduction of depreciation and interest expense of \$500,000;
 - v. reduction of the Facilities Unit consultancy budget of \$100,000;
 - vi. reduction of expenditure on the Automation programme of \$500,000;
 - vii. removal of the budget for the staff engagement survey of \$60,000;
 - viii. reduction of the Waters education budget of \$10,000; and
 - ix. reduction of the budget by delaying the Lido Feasibility Studies of \$220,000.

Metro Spatial Plan (strategic transport) and Access Hamilton Strategy Implementation and Planning budget

Motion: (Cr Wilson/Cr Pike)

That the Council approves the inclusion of the following further operating revenue increases and expenditure reductions in the draft 2023-24 Annual Plan budget:

- i. reduction of expenditure on the Metro Spatial Plan (strategic transport) of \$200,000; and
- ii. reduction of expenditure on Access Hamilton Strategy Implementation and Planning budget of \$200,000.

Amendment: (Deputy Mayor O'Leary/Cr Thomson)

That the Council approves the inclusion of the following further operating revenue increases and expenditure reductions in the draft 2023-24 Annual Plan budget - reduction of expenditure on the Metro Spatial Plan (strategic transport) of \$100,000.

The Amendment was put.

Those for the Amendment: Mayor Southgate, Councillors Hutt, O'Leary, Casey-Cox, van Oosten, Thomson and Huaki.

Those against the Amendment: Councillors Bydder, Pike, Taylor, Hamilton, Donovan and Wilson.

The Amendment was declared CARRIED.

The Amendment as the Substantive Motion was then put and declared CARRIED.

Resolved: (Deputy Mayor O'Leary/Cr Thomson)

That the Council approves the inclusion of the following further operating revenue increases and expenditure reductions in the draft 2023-24 Annual Plan budget - reduction of expenditure on the Metro Spatial Plan (strategic transport) of \$100,000.

Those for the Amendment as the Substantive Motion : Mayor Southgate, Councillors Bydder, Hutt, O'Leary, Casey-Cox, van Oosten, Thomson and Huaki.

Those against the Amendment as the Substantive Motion : Councillors Pike, Taylor, Hamilton, Donovan and Wilson.

Cr Bydder re-joined the meeting (1.03pm) during the discussion of the above item. He was present when the matter was voted on.

Capital Programme

Motion: (Cr Wilson/Cr Pike)

That the Council approves the reduction of \$37 million in the capital programme, resulting in a total capital programme of \$337 million in the draft 2023-24 Annual Plan year.

Amendment: (Cr Thomson/ Deputy Mayor O'Leary)

That the Council approves the reduction of \$34 million in the capital programme, resulting in a total capital programme of \$340 million in the draft 2023-24 Annual Plan year which includes the retention of the School Link capital expenditure of \$3 million.

The Amendment was put.

Those for the Amendment: Councillors Hutt, O'Leary, Casey-Cox, Hamilton, van Oosten, Thomson and Donovan

Those against the Amendment: Councillors Bydder, Pike, Southgate, Taylor and Wilson

The Amendment was declared CARRIED.

The Amendment as the Substantive Motion was then put and declared CARRIED.

Resolved: (Cr Thomson/ Deputy Mayor O’Leary)

That the Council approves the reduction of \$34 million in the capital programme, resulting in a total capital programme of \$340 million in the draft 2023-24 Annual Plan year which includes the retention of the School Link capital expenditure of \$3 million.

Cr Wilson and Cr Taylor Dissenting.

Cr Huaki retired from the meeting (1.20pm) during the discussion of the above item. She was not present when the matter was voted on.

Resolved: (Cr Wilson/Cr Pike)

That the Council:

- approves the inclusion of operating revenue increases and expenditure reductions which totals \$3.130 million including those items contained in the Public Excluded report, in the draft 2023-24 Annual Plan budget;
- notes the changes to the underlying assumptions to incorporate the NIDEA high demographic projections for the purposes of the planning and development of the draft 2023-24 Annual Plan; and
- notes that on 1 July 2023, Council’s adopted Development Contributions Policy will move to Year 3 of the phased residential charges for greenfield growth cells. This is the final phase on incremental increases, taking the charges to the full rate.

Consultation

Motion: (Deputy Mayor O’Leary/Cr van Oosten)

That the Council approves option 3 (outlined below) as its communication and engagement approach for the 2023/24 Annual Plan as per the supplementary information provided on consultation (**appendix 2**).

Option 3:		
<p>Provide a formal opportunity for residents to provide feedback on the draft plan, with no promotion spend.</p> <p>Staff would utilise Council’s ‘free’ channels to encourage engagement.</p> <p>This would still require writing and design of a Consultation Document, Have Your Say page, and a staff report on the results.</p> <p>This option would include a formal opportunity for residents to provide feedback on the draft plan e.g. via Have Your Say and a verbal submission process for the community to present their views directly to Council.</p> <p>This option would be likely to result in our known stakeholders and regular submitters providing submissions, but fewer other groups/individuals.</p>	<ul style="list-style-type: none"> Media releases Social media organic posts Hard copies of CD in Council facilities Leveraging Council partners (community networks) Stakeholder emails 	<p>Staff time to write consultation document.</p> <p>Design and printing costs of consultation document.</p> <p>Staff time to design and schedule posts to social media platforms, liaise with community networks, write and send emails to stakeholder groups.</p> <p>Staff time to analyse results of survey and prepare a report for Council.</p> <p>Staff time to arrange verbal submissions attendance and be present at verbal submissions.</p>

Amendment : (Cr Wilson/Mayor Southgate)

That the Council approves **option 3** (outlined below) plus additional advertisement up to a value of \$20,000.00, as its communication and engagement approach for the 2023/24 Annual Plan as per the supplementary information provided on consultation (**appendix 2**).

Option 3:		
<p>Provide a formal opportunity for residents to provide feedback on the draft plan, with no promotion spend.</p> <p>Staff would utilise Council's 'free' channels to encourage engagement.</p> <p>This would still require writing and design of a Consultation Document, Have Your Say page, and a staff report on the results.</p> <p>This option would include a formal opportunity for residents to provide feedback on the draft plan e.g. via Have Your Say and a verbal submission process for the community to present their views directly to Council.</p> <p>This option would be likely to result in our known stakeholders and regular submitters providing submissions, but fewer other groups/individuals.</p>	<ul style="list-style-type: none"> • Media releases • Social media organic posts • Hard copies of CD in Council facilities • Leveraging Council partners (community networks) • Stakeholder emails 	<p>Staff time to write consultation document.</p> <p>Design and printing costs of consultation document.</p> <p>Staff time to design and schedule posts to social media platforms, liaise with community networks, write and send emails to stakeholder groups.</p> <p>Staff time to analyse results of survey and prepare a report for Council.</p> <p>Staff time to arrange verbal submissions attendance and be present at verbal submissions.</p>

The Amendment was Put.**Those for the Amendment:**

Councillors Bydder, Hutt, Pike, Casey-Cox, Southgate, Taylor, van Oosten, Thomson, Donovan and Wilson

Those against the Amendment:

Councillors O'Leary and Hamilton

The Amendment was declared CARRIED.**The Amendment as the Substantive Motion was then put and declared CARRIED.****Resolved:** (Cr Wilson/Mayor Southgate)

That the Council approves **option 3** (outlined below) plus additional advertisement up to a value of \$20,000.00, as its communication and engagement approach for the 2023/24 Annual Plan as per the supplementary information provided on consultation (**appendix 2**).

Option 3:		
<p>Provide a formal opportunity for residents to provide feedback on the draft plan, with no promotion spend.</p> <p>Staff would utilise Council's 'free' channels to encourage engagement.</p> <p>This would still require writing and design of a Consultation Document, Have Your Say page, and a staff report on the results.</p> <p>This option would include a formal opportunity for residents to provide</p>	<ul style="list-style-type: none"> • Media releases • Social media organic posts • Hard copies of CD in Council facilities • Leveraging Council partners (community networks) • Stakeholder 	<p>Staff time to write consultation document.</p> <p>Design and printing costs of consultation document.</p> <p>Staff time to design and schedule posts to social media platforms, liaise with community networks, write and send emails to stakeholder groups.</p>

<p>feedback on the draft plan e.g. via Have Your Say and a verbal submission process for the community to present their views directly to Council.</p> <p>This option would be likely to result in our known stakeholders and regular submitters providing submissions, but fewer other groups/individuals.</p>	<p>emails</p>	<p>Staff time to analyse results of survey and prepare a report for Council.</p> <p>Staff time to arrange verbal submissions attendance and be present at verbal submissions.</p>
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The meeting was declared closed at 2.39pm

Appendix 1

Proposed 23/24 Capital Programme

Key Project Name	Activity	Committed	2023/24 Proposed Rephasing (\$000s)	23 March - 2023/24 Proposed Budget 2023/24 (\$000s)	2023/24 Associated Revenue Rephasing (\$000s)	2 March - 2023/24 Proposed Budget 2023/24 (\$000s)	Movement from 2 March to 23 March Meeting (\$000s)
Embassy Park (River Plan South End Precinct)	Community	Y	0.0	4,500.0		2,500.0	2,000.0
Museum Road Entrance Upgrade and Loading Bay	Community	N	3,850.0	549.3		549.3	0.0
West Town Belt Implementation - Founders Theatre Site Upgrade	Community	N	4,000.0	0.0		500.0	-500.0
Hamilton Lake Domain Wetland	Community	N	1,000.0	0.0		100.0	-100.0
Libraries Activation and Cultural Identity at Branches	Community	N	360.6	0.0		0.0	0.0
Lido Pool Seasonal Cover	Community	N	6,045.2	0.0		0.0	0.0
Nature in the City	Community	Y	800.0	1,744.2		1,744.2	0.0
Playground Development Programme	Community	Y	0.0	1,660.3		1,660.3	0.0
Pukete Neighbourhood House	Community	N	700.0	1,000.0		200.0	800.0
Reserve Land Purchase	Community	N	406.3	0.0		0.0	0.0
River Plan - Wellington Street Beach	Community	N	1,000.0	161.0		161.0	0.0
Sports Parks Drainage, Floodlighting and Toilets and Changing Rooms	Community	Y	3,916.8	3,367.3		3,367.3	0.0
Zoo Accommodation Attraction	Community	N	2,508.9	100.0		100.0	0.0
Peacocke Natural Areas and Neighbourhood Parks	Community	Y	1,928.3	356.5		2,284.7	-1,928.3
Rototuna Neighbourhood Park and Linear Reserve Development	Community	N	2,237.2	0.0		0.0	0.0
Rototuna Village Community Facilities	Community	Y	0.0	3,000.0		3,000.0	0.0
Climate Environment Relief Fund (CERF) - Various Projects	Transport	Y	0.0	32,000.0		32,000.0	0.0
Alexandra Street Upgrade	Transport	N	5,235.0	0.0		585.0	-585.0
IAF Central City Projects	Transport	Y	750.0	750.0	750.0	1,500.0	-750.0
Central City Street Furniture Replacement	Transport	N	103.0	103.0	103.0	103.0	0.0
Theatre Access and Pedestrian Environment	Transport	Y	0.0	880.0		880.0	0.0
Ward Street - Tristram to Anglesea	Transport	N	4,620.0	0.0		0.0	0.0
North-South Arterial from East-West Arterial to Peacocke Road	Transport	Y	1,000.0	949.3		949.3	0.0
Ohaupo Road (SH3) Intersection	Transport	Y	-1,100.0	0.0		0.0	0.0
Ohaupo Road Urbanisation - Peacocke Lane and Bader Street Corridor	Transport	Y	1,975.2	1,066.2		1,066.2	0.0
Peacocke Developer Upsize Programme	Transport	Y	5,021.7	1,879.7		1,879.7	0.0
Peacocke Land Acquisition	Transport	Y	10,024.0	7,847.0		7,847.0	0.0
Southern Links Designation Provisions	Transport	Y	0.0	3,654.1		3,654.1	0.0
Wairere Drive Extension and Bridge over Waikato River to Peacocke North	Transport	Y	0.0	12,353.3		12,353.3	0.0
Whatukooruru Drive Roading Arterial and Peacocke Road Urban Upgrade	Transport	Y	4,759.2	27,026.9		27,026.9	0.0
Arterial Designations and Permanent Levels	Transport	Y	440.4	581.8		581.8	0.0
Rotokauri Roading	Transport	N	3,239.5	70.3		70.3	0.0
Borman Horsham Urban Upgrade and Extension	Transport	Y	2,000.0	16,208.9		16,208.9	0.0
North City Road Upgrade - Bourn Brook to Kay	Transport	N	845.3	0.0		845.3	-845.3
Resolution Drive Extension	Transport	N	738.4	0.0		101.8	-101.8
Rototuna Developer Upsize Programme	Transport	N	5,039.2	765.6		1,233.0	-467.4
Rototuna Village Transport and Open Spaces	Transport	Y	0.0	1,537.3		1,537.3	0.0
Ruakura Eastern Transport Corridor Specimen Design	Transport	N	3,000.0	295.3		1,295.3	-1,000.0
Ruakura Road Urban Upgrade	Transport	Y	0.0	257.5		257.5	0.0
Ruakura Spine Road - Expressway to Ruakura/Silverdale	Transport	Y	7,063.2	0.0		7,063.2	-7,063.2
Onion Road Realignment	Transport	N	300.0	674.0		674.0	0.0
Biking and Micro-Mobility Projects	Transport	Y	0.0	1,900.0		0.0	1,900.0
Cross City Connector Investigation	Transport	N	0.0	311.9		311.9	0.0
Eastern Pathways - School Link	Transport	N	17,884.7	500.0	9,121.2	6,037.7	-5,537.7
Eastern Pathways - Uni Link	Transport	N	8,245.4	400.6	4,205.2	220.6	180.0
Gordonton Road Corridor	Transport	Y	0.0	1,000.0		1,000.0	0.0
Hamilton Transport Model	Transport	N	1,300.0	963.2		1,263.2	-300.0
Low Cost Low Risk - Local Road Improvements	Transport	N	3,000.0	396.7	1,530.0	1,496.7	-1,100.0
Low Cost Low Risk - Public Transport Infrastructure	Transport	N	0.0	612.5		612.5	0.0
Low Cost Low Risk - Road to Zero	Transport	N	6,750.0	10,244.3	3,442.5	10,994.3	-750.0
Low Cost Low Risk - Smart Initiatives	Transport	N	0.0	300.0		200.0	100.0
Low Cost Low Risk - Walking and Cycling	Transport	N	0.0	3,273.4		3,273.4	0.0
Pembroke/Ohaupo Intersection	Transport	N	4,370.6	0.0		0.0	0.0
Public Transport Mode Shift	Transport	N	2,544.0	3,988.0		2,772.4	1,215.6
Transport Centre Upgrade	Transport	N	7,000.0	972.9	3,570.0	3,972.9	-3,000.0
Renewals and Compliance Programme	Various	NA	30,470.0	76,103.5		86,103.5	-10,000.0
Extra deferrals from 2022/23	Various	Y		20,000.0		23,000.0	-3,000.0
Water and Wastewater Master Plans	Waters	N	1,778.1	429.1		1,154.3	-725.2
3 Waters Customer Service Connections	Waters	N	0.0	4,659.1		4,659.1	0.0
Erosion Control and Flood Protection	Waters	Y		4,030.6		4,530.6	-500.0
City Wide Infrastructure Upsizing Programme	Waters	N	4,044.8	785.6		1,474.9	-689.3
Collins Road Wastewater Upgrade	Waters	Y	0.0	986.7		201.6	785.1
Eastern Reservoirs Bulk Ring Mains	Waters	Y	0.0	2,412.3		3,712.3	-1,300.0
Pumpstation Upgrades	Waters	N	283.8	576.4		1,546.4	-970.0
ICMP Development	Waters	Y	200.0	793.7		993.7	-200.0
Newcastle Water Reservoir and Supply Network Upgrade	Waters	Y	0.0	3,495.2		1,000.0	2,495.2
Pukete Wastewater Treatment Plant Upgrades	Waters	Y	11,436.0	8,327.9		8,327.9	0.0
Pukete Reservoir PS Upgrade	Waters	Y	0.0	300.0		300.0	0.0
Stormwater to facilitate intensification	Waters	N	1,035.6	0.0		0.0	0.0
Strategic Water Line	Waters	N	1,030.0	700.0		700.0	0.0
Subregional Wastewater Treatment Plant	Waters	N	500.0	656.9		1,156.9	-500.0
Waiaora Water Treatment Plant Upgrades	Waters	Y	4,000.0	9,183.4		9,183.4	0.0
Wastewater Bulk Storage	Waters	Y	750.0	1,235.9		1,235.9	0.0
Wastewater Bulk Storage - Collins Rd	Waters	N	3,000.0	2,185.8		2,970.9	-785.1
Wastewater Western Interceptor	Waters	N	1,400.0	508.5		1,345.8	-837.3
Wastewater Strategic Pumpstation Storage and Pressure Main	Waters	Y	10,000.0	21,604.3		21,604.3	0.0
Rotokauri Developer Upsize Programme	Waters	N	1,244.8	2,025.5		2,025.5	0.0
Rotokauri Greenway Wetland	Waters	Y	3,500.0	2,727.2		7,727.2	-5,000.0
Ruakura Water Upsize Programme	Waters	N	412.2	0.0		0.0	0.0
TOTAL			223,545.9	337,517.5	38,030.6	374,827.2	-37,309.7

Appendix 2

Community engagement options for the 2023/24 Annual Plan

Council is not required to consult on its 2023/24 draft Annual Plan under the relevant legislation and application of its Significance and Engagement Policy.

Council may still seek to undertake consultation if there is an opportunity for respondents to inform decision making, and there is deemed to be public interest in what is being sought through consultation. The questions being asked as part of the consultation, and their respective interest among the community, will play a large role in the number of responses generated.

Consultation requires our community to invest time providing feedback. To honour that investment, Council needs to consider how much influence respondents can have on decision making.

There is also varying levels of staff time and community engagement costs required.

Community consultation on the two previous Annual Plans has attracted 197 (2020) and 263 (2022) responses. As a point of comparison, we received 5,674 submissions on the 2021-31 Long-Term Plan.

Recommendation: Council approves option X as its communication and engagement approach for the 2023/24 Annual Plan as per the supplementary information provided on consultation

Option	What this looks like	Channels	Costs
Option 1: Communication only	<p>Telling the story of our initial financial position and the levers pulled to get to where we are now.</p> <p>Showing the community what has been done to reduce the impact – better-off funding application, cost savings etc.</p> <p>This option would not include a formal opportunity for residents to provide feedback on the draft plan e.g. via Have Your Say nor a verbal submission process for the community to present their views directly to Council.</p>	<ul style="list-style-type: none"> Media releases Social media Letter with the first rates invoice of 23/24 	Staff time to write media releases and rates letter, and posting on and responding to social media.
Option 2: Voice of Hamilton Kirikiriroa (VoHK) citizen panel Plus Option 1	<p>An invite-only feedback opportunity for the 870 people signed up to VoHK. This would provide a sample of residents' views that is closer to being demographically representative than an opt-in survey (community consultation).</p> <p>Staff would provide a report on the results of the engagement.</p>	Direct email to panel members asking specific questions	<p>\$2000 for panel selection</p> <p>Staff time to design survey questions</p> <p>Staff time to analyse results of survey and prepare a report for Council</p> <p>Plus staff time for Option 1</p>

Option	What this looks like	Channels	Costs
	This option would not include a verbal submission process for the community to present their views directly to Council.		
Option 3: Minimal community consultation	<p>Provide a formal opportunity for residents to provide feedback on the draft plan, with no promotion spend.</p> <p>Staff would utilise Council's 'free' channels to encourage engagement.</p> <p>This would still require writing and design of a Consultation Document, Have Your Say page, and a staff report on the results.</p> <p>This option would include a formal opportunity for residents to provide feedback on the draft plan e.g. via Have Your Say and a verbal submission process for the community to present their views directly to Council.</p> <p>This option would be likely to result in our known stakeholders and regular submitters providing submissions, but fewer other groups/individuals.</p>	<ul style="list-style-type: none"> • Media releases • Social media organic posts • Hard copies of CD in Council facilities • Leveraging Council partners (community networks) • Stakeholder emails 	<p>Staff time to write consultation document.</p> <p>Design and printing costs of consultation document.</p> <p>Staff time to design and schedule posts to social media platforms, liaise with community networks, write and send emails to stakeholder groups.</p> <p>Staff time to analyse results of survey and prepare a report for Council.</p> <p>Staff time to arrange verbal submissions attendance and be present at verbal submissions.</p>
Option 4: City-wide community consultation	<p>Provide a thorough opportunity for residents to provide feedback on the draft plan, with a budgeted marketing plan for promotion.</p> <p>This option would include a formal opportunity for residents to provide feedback on the draft plan</p>	<ul style="list-style-type: none"> • Media releases • Video • Boosted social media campaign • Traditional media advertising (print/radio) • Collateral in Council facilities • Collateral for Elected Members to 	<ul style="list-style-type: none"> • Design and print costs • Advertising costs • Translation costs + staff time <p>Staff time to brief designers for collateral.</p> <p>Staff time to book advertising.</p>

Option	What this looks like	Channels	Costs
	<p>e.g. via Have Your Say and a verbal submission process for the community to present their views directly to Council.</p> <p>This option would be likely to result in a wider group of individuals and organisations providing submissions.</p>	<p>share</p> <ul style="list-style-type: none"> • Message box in rates invoice (TBC) • Online webinars (plus associated promotion) • Translated material • Drop-in information sessions with Elected Members 	<p>Staff time to source translations.</p> <p>Staff time to organise webinars and drop-in sessions.</p> <p>+ staff time for Option 3</p> <p>Total: \$40,000 (excludes staff time - this is the typical cost of a 'city-wide' campaign for previous Annual Plans)</p>