

Title: 2017/18 Annual Plan Summary of Consultation Feedback
Section: Planning & Performance
Prepared by: Kim Gilman (Business Planning Advisor)
Meeting Date: 18 May 2017

Legal Financial Significance = Medium

Report to COUNCIL for decision

SUMMARY

The purpose of this report is to provide a summary of the feedback received during the 2017/18 Annual Plan consultation period, prior to the adoption of the Annual Plan at 29 June Council. Council did not propose any significant changes to our plans for year 3 of the 2015-2025 Long Term Plan. The Annual Plan consultation document (published in the Gisborne Herald on Saturday 25 March) instead focused on Council delivering its plans for 2017/18 within the agreed financial limits (restricting rates increases to 2% and capped debt levels), and asked for specific feedback on:

- The future of Peel Street Toilets
- The future of the James Cook Observatory
- The issue of Easter Sunday Trading

The period for receiving feedback was four weeks 24 March – 21 April 2017. As noted in previous reports there will be no formal Hearings process. A total of 250 feedback comments/submissions were received by online and Facebook. A full list of the submitters and feedback are attached in [Appendix 2](#). A summary of Council's Community Cuppa meetings is also provided as part of this report. Staff recommend no changes to the estimated budgets for the 2017/18 Annual Plan, based on the feedback received.

The decisions or matters in this report are considered to be of Medium significance in accordance with the Council's Significance and Engagement Policy.

RECOMMENDATIONS

That the Council:

- 1. Notes the contents of this report.**
- 2. Instructs staff to prepare the 2017/18 Annual Plan based on the approved estimated budgets.**
- 3. Allocates \$400,000 in the 2017/18 financial year to refurbish the Peel Street toilets subject to approval of design by the Community Development and Services Committee.**

Authorised by:



Harley Dibble
Planning & Performance Manager



David Wilson
Acting Group Manager Planning & Development

Keywords: Annual Plan 2017/18, submissions to annual plan, annual plan, Gisborne observatory, Easter trading, Peel street toilets

BACKGROUND

1. This report provides a summary of the feedback received during the 2017/18 Annual Plan consultation period, prior to the adoption of the Annual Plan at 29 June Council.
2. Council did not propose any significant changes to our plans for year 3 of the 2015-2025 Long Term Plan. The Annual Plan consultation document (published in the Gisborne Herald on Saturday 25 March) instead focused on Council delivering its plans for 2017/18 within the agreed financial limits (restricting rates increases to 2% and capped debt levels), and asked for specific feedback on:
 - a. The future of Peel Street Toilets
 - b. The future of the James Cook Observatory
 - c. The issue of Easter Sunday Trading
3. The period for receiving feedback was four weeks 24 March – 21 April 2017. A total of 250 feedback comments/submissions were received, by online and Facebook. A full list of the submitters and feedback are attached in [Appendix 2](#).
4. In addition to the Annual Plan consultation, we also held community meetings throughout the district. The “Council Cuppas” ran separately to the Annual Plan process, with an increased focus on the individual communities. Altogether 25 meetings and events were attended by the Mayor, Councillors and staff. [Appendix 1](#) provides a snapshot of the Annual Plan and Council Cuppa engagement activities.

DISCUSSION and OPTIONS

5. Feedback was sought on the following topics:

[Peel Street Toilets](#) - we asked for feedback on 3 options:

- Upgrade the facility – strengthen, refurbish the interior, overhaul surfaces and fixtures and make it easier to clean and maintain.
- Build-on a night-time facility that allows the main toilets to be locked at night, reducing the cost of vandalism.
- Install a night-time facility and repurpose the historic building for something else.

[James Cook Observatory](#) – The James Cook Observatory on top of Tīfirangi is currently closed due to earthquake risk. The community was asked what they thought of the observatory and how it should be used in the future.

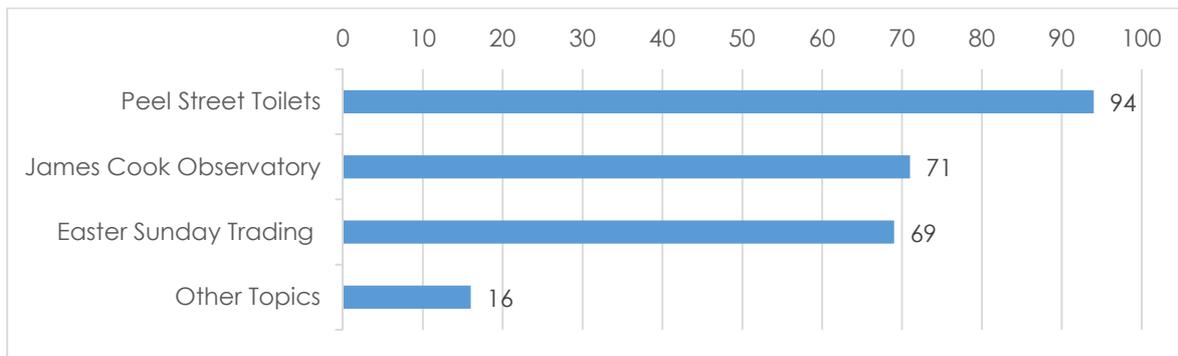
[Easter Sunday Trading](#) – we asked whether Easter Sunday Trading was supported or not.

[Dual Name](#) - It was also highlighted that Council recently agreed to research, consult (during May and June) and apply to the New Zealand Geographic Board to approve a dual Maori name alongside the name of Poverty Bay.

6. Below is a summary of the topics covered by Annual Plan feedback. The full submissions can be found in [Appendix 2](#).

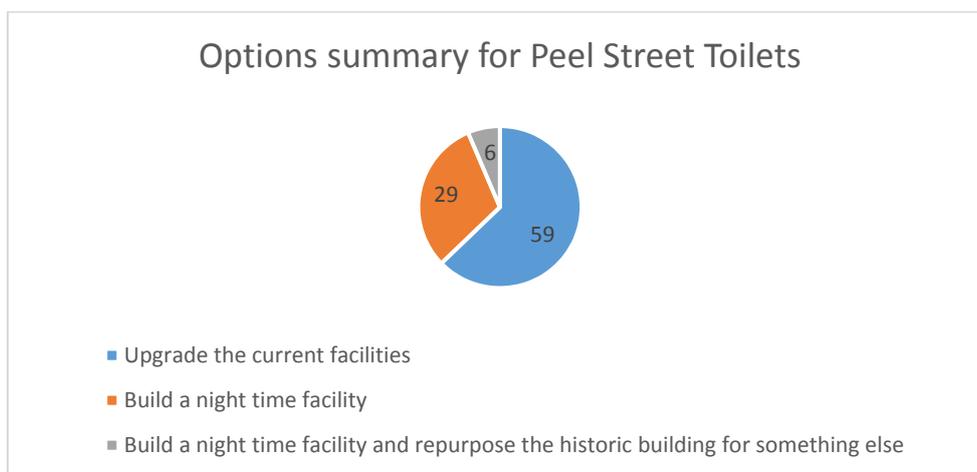
Number of submissions by topic

7. A total of 250 submissions were received.



Peel Street Toilets

8. 94 submitters provided feedback on the Peel Street Toilets options.



The staff response: The community by and large has told us we should refurbish the current Peel Street toilet block as their preferred option. This would not however resolve the Thursday to Sunday issue we currently have with night-time vandalism of the facilities. In order to ensure the issue of night time vandalism is resolved staff propose, as part of the upgrade, to install a dedicated night-time facility adjacent to the current building. The night-time facility will be self-cleaning and more vandal proof.

Next Steps: It is recommended that Council allocates \$400,000 in the 2017/18 financial year to refurbish the Peel Street toilets subject to approval of design by the Community Development and Services Committee.

Easter Trading

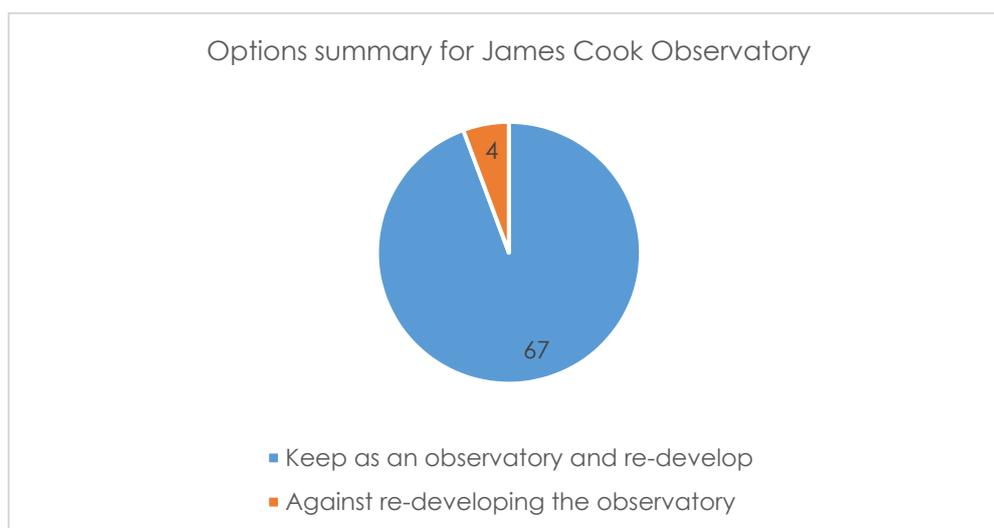
9. 69 submitters provided feedback on whether Easter Sunday Trading was supported or not.



10. **The staff response:** It is evident that there are many who support the status quo of no trading (for moral reasons). There were also views that it should be the businesses' decision. This is all important.
11. **Next Steps:** Following the Government's amendment of the Shop Trading Hours Act last year, Councils can now create their own local policies to allow trading in our district on Easter Sunday. Council staff propose to consult with key stakeholders as we draft an Easter Trading Policy for the district. Further consultation, including a hearings process are planned, with a Council decision scheduled for early next year in time for Easter Sunday in April 2018.

James Cook Observatory

12. 71 submitters provided feedback on what they think about the facility and how it should be used.



13. **The staff response:** There is a strong community support to re-establish the observatory as an educational, tourism and historical resource that holds benefits for locals as well as a national and international audience.
14. **Next Steps:** High level designs will be prepared for Council consideration. Once there is an approved plan Council can seek external funding to revitalise this important community asset.

Other topics

15. Two submitters provided feedback on 16 other topics covered by the Annual Plan. The staff responses can be found in [Appendix 2](#).

Council Cuppa meetings

16. Twenty five Community Cuppa meetings were held across the district (21 March to 21 April). The Community Cuppa meetings are an opportunity to connect with each community, and discuss:
 - relevant Council projects and services
 - answer questions
 - gather feedback
 - identify any issues the community faces; and
 - develop an understanding of what's important to each community.
17. The summary of our Annual Plan was also presented at the meetings and feedback recorded by staff.

18. Feedback received from the meetings mainly concerned roading, utilities and community facilities rather than topics in the Annual Plan.
19. Key issues raised at the meetings included. (See Post Engagement Snapshot [Appendix 3](#))
 - Responsiveness to RfS
 - Metal and grading issues of roads on coast and western rural areas
 - Sealing and dust mitigation
 - Maintenance of toilets
 - Clarity on maintenance and caretaker contracts
 - Illegal rubbish dumping
 - Water supply to townships
 - River erosion
 - Irrigation solutions
 - Enforcement of animal control
 - Stock control issues and bylaw
 - Monitoring of summer camping
 - Maintenance of weeds and drains
 - Better engagement and communication
 - Waiapu landfill and transfer station improvements
 - Te Puia Springs service centre
20. Senior management staff from Tairāwhiti Roads, Roading contractors and Council groups attended to be able to respond to discussion and questions raised directly in meetings.
21. Outcomes from the meetings will be followed up and communicated back to communities on an ongoing basis.

ASSESSMENT OF SIGNIFICANCE

Criteria	This Report	The Process Overall
The effects on all or a large part of the Gisborne district	Low	Medium
The effects on individuals or specific communities	Low	Medium
The level or history of public interest in the matter or issue	Low	Medium
Inconsistency with Council's current strategy and policy	Low	Medium
Impacts on Council's delivery of its Financial Strategy and Long Term Plan.	Low	Medium

22. The decisions or matters in this report are considered to be of **medium** significance in accordance with Council's Significance and Engagement Policy.

COMMUNITY ENGAGEMENT

How feedback was received:

23. The Annual Plan Consultation Document was published in the Gisborne Herald on 25 March and made available at Council offices and the Library, on our website and distributed at Council Cuppa community meetings. The Consultation Document and questions for feedback were promoted through social media and at Council Cuppa meetings.
24. The period for receiving feedback was four weeks 24 March – 21 April 2017. Feedback was recorded through online submissions and social media comments, and in minutes taken at meetings.
25. A snapshot of consultation carried out for the Annual Plan and Council Cuppa's is included in [Appendix 1](#).

Feeding back to the Community:

26. Customers that made Requests for Service (RfS) through community meetings are contacted directly by Council officers. A dedicated Council officer is responsible for ensuring all actions/RfS from meetings are completed or followed up within a 6 week timeframe following the completion of the meetings. Goals for implementing this are included in [Appendix 3](#). Staff will also communicate back to communities with the minutes and actions for each meeting, in particular for rural and coast communities, through key contact people, venues and hubs. A new Area Liaison officer has also been appointed for the East Coast to start on 15 May, who will assist with following up completion of the actions and communicating back to communities and maintaining that communication with communities.
27. Management staff from Tairāwhiti Roads and Roading contractors also recorded feedback specific to road issues and engaged customers directly for follow up during and after the meetings.
28. Feedback to the Annual Plan Consultation Document, in [Appendix 2](#), will be made available on our website, and promoted through social media. Submitters will also receive a response direct from Council officers on decisions and next steps.
29. Any requests from the meetings that were not processed as Requests for Service will be reported to the relevant Council Committee in July.

CONSIDERATIONS

Financial/Budget

30. Staff are recommending that Council allocates \$400,000 in the 2017/18 financial year to refurbish the Peel Street toilets subject to approval of design by the Community Development and Services Committee.

Legal

31. There are no major legal considerations arising from this report.

POLICY and PLANNING IMPLICATIONS

32. There are no significant changes for Year 3 of the LTP proposed for the 2017/18 Annual Plan.
33. Our Significance and Engagement Policy has been considered when assessing the appropriate level of engagement required for the proposed changes.

RISKS

34. There are no major risks associated with the decision or matters associated with this report.

NEXT STEPS

Date	Action/Milestone	Comments
29 June	Adoption of 2017/18 Annual Plan	Council meeting
29 June	2017/18 Rates struck	Council meeting

APPENDICES

Appendix 1: Snapshot of Community engagement.

Appendix 2: Submissions to the 2017/18 Annual Plan.

Appendix 3: 2017 Council Cuppa – Post Engagement Snapshot