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## Council Information Session/Workshop NOTES

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**Date:** Tuesday 19 November 2024  
**Time:** 9.01am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

Chairperson	Mayor Phil Mauer
Deputy Chairperson	Deputy Mayor Pauline Cotter
Members	Councillor Kelly Barber
	Councillor Melanie Coker
	Councillor Celeste Donovan – audiovisual link
	Councillor Tyrone Fields
	Councillor James Gough
	Councillor Tyla Harrison-Hunt – audiovisual link
	Councillor Victoria Henstock
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Jake McLellan
	Councillor Mark Peters
	Councillor Tim Scandrett
	Councillor Sara Templeton – audiovisual link

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**Principal Advisor**

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**Note:** This forum has no decision-making powers and is purely for information sharing.

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<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>



The agenda was dealt with in the following order.

**The workshop commenced at 9.01 am with the public excluded.**

**1. Apologies Ngā Whakapāha**

Apologies were received from Councillors Harrison-Hunt and Moore for absence and Councillor Keown for lateness.

**The public excluded session concluded at 10.02 am, with the remainder of the Annual Plan 25/26 Briefing in public.**

Councillor Keown joined the workshop at 10.02 am at the commencement of the open part of the workshop.

Councillor Harrison-Hunt joined the workshop via audiovisual link at 10.37 am during the Open discussion.

**2. Annual Plan 25/26 Briefing Update – open session**

**Council Information Session/Workshop Notes**

1.1 Bede Carran (GM Finance, Risk & Performance / CFO), Peter Ryan (Head of Corporate Planning & Performance), Andrew Rutledge (GM Citizens & Community), Gavin Hutchison (Head of Three Waters) and Lynette Ellis (Head of Transport and Waste Management) spoke to the following for the Annual Plan (AP) 2025/26 process:

- Timeline for Annual Plan, including the purpose of the upcoming workshops.
- Current financial position.
- Staff advice on financial levers, large items, other changes and Operational Expenditure (OPEX).
- Staff advice on Capital Expenditure (CAPEX) regarding Parks, Three Waters and Transport.
- Updated rates position.
- Responses to questions raised in previous questions and the Q&A tool update.
- Next steps and the AP timeline.

1.2 The following documents were tabled to support the workshop:

- A PowerPoint presentation (refer to **Attachment A** to the Notes)
- An Appendix document (refer to **Attachment B** to the Notes).

**Discussion**

1.3 Elected Members discussed the following:

1.3.1 The use of subvention credits and operating surplus.

1.3.2 The options to be included in the decision report for the draft Annual Plan scheduled for 10 December 2024.

1.4 Staff provided the following responses to questions raised during the workshop:

- 1.4.1 Operating surplus: any operating surplus is not automatically applied to make-up budget shortfalls for activities the Council has already agreed to. There is a change process for OPEX budgets, but it operates within - and not across - activities.
- 1.4.2 A report including options for installing additional drinking water stations will be coming to the Council, but this is unlikely to be during this year's AP process.
- 1.4.3 Staff have not explored savings that would result in significant changes to Levels of Service (LoS) or the Infrastructure/Financial Strategy because this would trigger an amended Long Term Plan (LTP) process and Elected Members indicated they did not wish to pursue this option at the start of this year's AP process.
- 1.4.4 Requesting every service unit to reduce budgets by 10% would be highly likely to impact LoS, triggering an amended LTP and reducing staffing levels is unlikely to realise an immediate rates reduction because of associated costs such as redundancy payments.

### **Guidance**



- 1.5 Elected Members indicated that the decision report for the Draft Annual Plan should include:
  - 1.5.1 A decision process for balanced budget options.
  - 1.5.2 Rating growth comparator for previous year.
  - 1.5.3 Options to use subvention receipts and operating surplus to reduce rates / reduce borrowing / apply to meet budget increases that are delaying work already agreed by the Council, including rates impacts & risks.
  - 1.5.4 All Wheels to Wings options, including budget/rates implications, noting that budget was included in the LTP 2024-2034.

### **Actions**

- 1.1 During discussions, the workshop requested the following:
  - 1.1.1 Advice in the new year regarding options for regular review of the staff capitilisation as per the recommendation of Auidt New Zealand.
  - 1.1.2 Future presentations, briefings and reports to clearly show the overall % impact of things outside of the Council's control (inflation, interest, insurance etc).
  - 1.1.3 Staff to confirm if there is an option to "shift" the landfill aftercare costs to the bin collection charges or incorporate into rubbish dumping fees.
  - 1.1.4 Staff to investigate whether the Council can apply to any external funding opportunities to support the Waste Water Treatment Plant works, particularly given the emission reductions expected.
  - 1.1.5 Confirmation of the location fo the Chelsea Street Pump Station and clarification whether works are being synchronised with the street renewals work.
  - 1.1.6 Further detail regarding the cause of the increased costs regarding noise control and advice on any provider/contract review.
  - 1.1.7 Confirmation in relation to the Transport Capital Programme that Carryover Action #2 Improving Bromley Roads extends beyond safety improvements.
- 1.2 The workshop requested that the decision report for the draft Annual Plan include:

- 1.2.1 A decision process for balanced budget options.
- 1.2.2 Rating growth comparator for previous year.
- 1.2.3 Options to use subvention receipts and operating surplus to reduce rates / reduce borrowing / apply to meet budget increases that are delaying work already agreed by the Council, including rates impacts & risks.
- 1.2.4 All Wheels to Wings options, including budget/rates implications, noting that budget was included in the LTP 2024-2034.

**Attachments**

- A [Presentation](#) 
- B [Appendix](#) 

**The open workshop adjourned at 10.56 am and resumed with the public excluded at 11.15 am.**