

Report No:	RCN12-09-05
File No:	A503
Date:	28 August 2012
<b>Decision Required</b>	

## REPORT SUMMARY

**Report to:** Full Council  
**Meeting Date:** 6 September 2012  
**Report Author:** Mark Tregurtha  
**Subject:** **Final Activity Management Plans 2012**

### EXECUTIVE SUMMARY

This report covers the final Activity Management Plans (AMPs) for all of Council's activities. It seeks adoption of the final AMPs as supporting documents of Council's Long Term Plan 2012-2022.

### RECOMMENDATION

That the report be received and that Council approves the AMPS, with or without amendments.

### DRAFT RESOLUTION

**THAT Tasman District Council:**

1. **Receives the Final Activity Management Plans 2012 and;**
2. **Adopts the Activity Management Plans for the following activities subject to incorporating changes as discussed:**
  - a. **Community Facilities**
  - b. **Library Services**
  - c. **Parks and Reserves**
  - d. **Recreation and Cultural Services**
  - e. **Aerodromes**
  - f. **Port Tarakohe**
  - g. **Property**
  - h. **Solid Waste**
  - i. **Water Supply**
  - j. **Wastewater**
  - k. **Coastal Structures**
  - l. **Rivers**
  - m. **Stormwater**
  - n. **Transportation**
  - o. **Environmental Management**
  - p. **Public Health and Safety**

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## **1. Purpose**

- 1.1 The purpose of this report is for Council to approve the final Activity Management Plans (AMPs) for all Council services and to seek any feedback Councillors have on the wording contained in the AMPs.

## **2. Background**

- 2.1 AMPs describe the functions carried out under each activity, why Council carries out the activity, key issues, levels of service, performance measures, key projects, funding sources and other matters relating to performing the activity.
- 2.2 AMPs provide the detailed information that supports the Long Term Plan 2012-2022 (LTP), covering operations and maintenance costs, asset renewals and new services or capital works projects proposed for each activity.
- 2.3 AMPs are updated triennially to link into the LTP process.

## **3. Present Situation/Matters to be Considered**

- 3.1 Draft AMPs were prepared as part of the preparation of the Draft LTP 2012-2022. Several of these were externally reviewed by Waugh Consultants and they were also audited by Council's auditors (Audit NZ) to ensure consistency between levels of service and financial information between the draft AMPs and Draft LTP documents. Waugh Consultants and Audit NZ did not raise any significant matters in their reviews of the AMPs.
- 3.2 The Draft AMPs were made available to the public on disk and through provision of PDFs on the Council's website during the Draft LTP consultation period. Key Levels of Service and performance measures were included in the Draft LTP 2012-2022. Council considered a number of submissions from the public on levels of service as part of LTP consultation process.

- 3.2 Following Council making decisions for the final Long Term Plan the draft AMPs were updated to ensure consistency with the decisions Council made on the final Plan.
- 3.3 Given the size of the documents, over 1500 pages, individual copies of the AMPs have not been attached to this agenda. Hard copies of the final AMPs are in the Councillor lounge and available on the Council's website, as part of this meeting's agenda. If Councillors require a disk of the AMPs please contact Mark Tregurtha.

#### **4. Financial/Budgetary Considerations**

- 4.1 There are no direct financial or budgetary considerations relating to this report, as those matters were considered through the Draft LTP process.

#### **5. Options**

- 5.1 The options available to Council are to:
- a) **Approve the AMPs, with or without amendment**  
Approving the AMPs, with or without amendment will enable this part of the LTP process to be completed. The AMPs have been updated to ensure consistency with Council decisions through the LTP process, so there should not be any reason for major changes to be required to the AMPs prior to Council adopting them
  - b) **Not approve the AMPs and advise staff of the changes that need to be made to the AMPs prior to bringing them back to Council for consideration.**  
This option would be appropriate if the Council considered major changes were needed to some or all of the AMPs.

Council might consider that some AMPs can be endorsed now but that others need to have major changes and need to come back for consideration prior to approval.

#### **6. Significance**

- 6.1 This is not a significant decision according to the Council's Significance Policy because the major decisions were made as part of the LTP process. The draft AMPs were consulted on as part of the LTP process and have subsequently been amended to align with Council's decisions.

#### **7. Recommendation**

- 7.1 Staff recommend that the report be received and that Council approves the AMPs, with or without amendments.

<b>8. Draft Resolution</b>
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**Appendices: Are available in the Councillor's lounge and on Council's website.**