



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

LONG TERM COUNCIL COMMUNITY PLAN AND ANNUAL PLAN SPECIAL COMMITTEE

I hereby give notice that a Meeting of the Long Term Council Community Plan and Annual Plan Special Committee will be held on:-

<u>DATE:</u>	Monday,	21 May 2007	<u>TIME:</u>	9.30 am
	Tuesday,	22 May 2007		3.00 pm
	Thursday,	24 May 2007		3.00 pm
	Friday,	25 May 2007		9.30 am
	Monday,	28 May 2007		9.30 am
	Tuesday,	29 May 2007		9.30 am
	Friday,	15 June 2007		9.30 am
	Monday,	18 June 2007		9.30 am
	Tuesday,	19 June 2007		9.30 am
	Monday,	25 June 2007		9.30 am
	Tuesday,	26 June 2007		9.30 am

VENUE: Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere

to consider the business as set out herein and to take any necessary action connected therewith.

15 May 2007

Ngareta Delamere
COMMITTEE SECRETARY
Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

- | | | |
|--------------|-----|-----------------------------------|
| Councillor | JM | Clews, QSO, JP (Chairman) |
| Mayor | RA | Harvey, QSO, JP (Deputy Chairman) |
| Deputy Mayor | CA | Stone (Deputy Chairman) |
| Councillors | DQ | Battersby, JP |
| | MFP | Chan, JP |
| | RI | Clow |
| | LA | Cooper |
| | AK | Corban, OBE, JP |
| | RP | Dallow, QPM, JP |
| | WW | Flaunty, QSM, JP |
| | DE | Gilmour |
| | C | Harding, JP |
| | PA | Hulse |
| | JP | Lawley |
| | VS | Neeson, JP |

(Quorum 5 members)

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(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR A MEETING OF THE LONG TERM COUNCIL COMMUNITY PLAN AND
ANNUAL PLAN SPECIAL COMMITTEE TO BE HELD AT WAITAKERE CENTRAL,
6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,
ON MONDAY, 21 MAY 2007, COMMENCING AT 9.30 AM**

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AGENDA FOR A MEETING OF THE LONG TERM COUNCIL COMMUNITY PLAN AND ANNUAL PLAN SPECIAL COMMITTEE TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON MONDAY, 21 MAY 2007, COMMENCING AT 9.30 AM

1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the Committee by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee may make a decision on a matter determined to be urgent.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



3 CONFIRMATION OF MINUTES

Meeting Minutes - 20 February 2007
23 February 2007
26 February 2007
2 March 2007

RECOMMENDATION

That the minutes of the Meeting of the Long Term Council Community Plan and Annual Plan Special Committee held on 20 February 2007 and reconvened on 23 February 2007, 26 February 2007 and 2 March 2007, as circulated, be taken as read and now be confirmed.



4 DRAFT ANNUAL PLAN 2007/2008 HEARINGS AND DECISIONS PROCESS

PURPOSE OF THE REPORT

The purpose of this report is to advise the Long Term Council Community Plan and Annual Plan Special Committee of the hearings and decisions process for adopting the Annual Plan for 2007/2008.

BACKGROUND

The submission period to the draft Annual Plan for 2007/2008 was open from 26 March 2007 until 27 April 2007.

At the date of distribution of this report, the submission period has closed. A report giving an overview of submissions will be distributed under separate cover during the hearings.

STRATEGIC CONTEXT

The consultation process gives the community an opportunity to submit on the proposals and projects detailed in the document and to raise and discuss any additional matters of interest. As long term planning processes become more embedded in both Council and community processes, it is expected that the Long Term Council Community Plan will become the main focus of consultation.

PROCESS FOR HEARINGS AND DECISIONS

It is proposed to follow the procedures used successfully in previous years for the hearings and decisions process. Members of the Committee will receive a full copy of submissions and a précis of all submission issues.

Hearings

Hearings provide submitters with the opportunity to speak to their submission. Most speakers have been allocated ten minutes each. Committee Members, Te Taumata Runanga and Community Board Chairmen (or their representatives), may ask questions of the submitter on any issues that require clarification.

A schedule of speakers will be circulated prior to and during the hearings as confirmation of speaking times are still being processed.

Decisions

The material to be considered as part of the decision process includes Council Unit commentaries and recommendations on the submission issues (grey books). This material will be circulated under separate cover prior to the decisions meetings commencing Friday, 15 June 2007.

The Long Term Council Community Plan and Annual Plan Special Committee can request further information during its deliberation process. This information will then be provided to assist the Committee with its deliberations. In addition, any proposed changes to the draft Annual Plan 2007/2008 from Council officers will be provided to the Committee through the Chief Executive Officer's report for the deliberations commencing 15 June 2007, or if necessary by separate reports.

TIMETABLE

The meeting schedule for the adoption of the Annual Plan 2007/2008 is as follows:

DAY	DATE	MEETING	TIME
Monday	21 May 2007	Hearings	9.30 am
Tuesday	22 May 2007	Hearings	3.00 pm
Thursday	24 May 2007	Hearings	3.00 pm
Friday	25 May 2007	Hearings	9.30 am
Monday	28 May 2007	Hearings	9.30 am
Tuesday	29 May 2007	Hearings	9.30 am
Friday	15 June 2007	Decisions	9.30 am
Monday	18 June 2007	Decisions	9.30 am
Tuesday	19 June 2007	Decisions	9.30 am
Monday	25 June 2007	Decisions	9.30 am
Tuesday	26 June 2007	Decisions	9.30 am
Tuesday	26 June 2007	Council - Adoption of the Annual Plan 2007/2008	12 Noon

CONCLUSION

The advertised period for submissions on the draft Annual Plan 2007/2008 closed on 27 April 2007.

The Long Term Council Community Plan and Annual Plan Special Committee now hear submissions and consider all consultation material prior to making its final recommendations to Council.

In order to comply with the Local Government Act 2002, the Annual Plan for 2007/2008 must be adopted by the Council no later than 30 June 2007.

RECOMMENDATION

That the Draft Annual Plan 2007/2008 Hearings and Decisions Process report be received.

Report prepared by: Andrew Pollock, Director: Finance.

