



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

LONG TERM COUNCIL COMMUNITY PLAN AND ANNUAL PLAN COMMITTEE

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

<u>DATE:</u>		<u>TIME:</u>
Tuesday,	20 May 2008	9.30 am
Thursday,	22 May 2008	3.00 pm
Friday,	23 May 2008	9.30 am
Monday,	26 May 2008	3.00 pm
Tuesday,	27 May 2008	9.30 am
Friday,	30 May 2008	9.30 am
Friday,	6 June 2008	9.30 am
Monday,	16 June 2008	9.30 am
Tuesday,	17 June 2008	9.30 am
Thursday,	19 June 2008	9.30 am
Friday,	20 June 2008	9.30 am
Monday,	23 June 2008	9.30 am
Tuesday,	24 June 2008	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.

Ngareta Delamere
COMMITTEE SECRETARY

1 May 2008

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Councillors	JM	Clews, QSO, JP (Chairman)
	RI	Clow (Deputy Chairman)
	DQ	Battersby, JP
	BA	Brady, JP
	MFP	Chan, JP
	LA	Cooper, JP
	AK	Corban, OBE, JP
	RP	Dallow, QPM, JP
	WW	Flaunty, QSM, JP
	PA	Hulse
	MM	Jolley
	JP	Lawley, JP
	PG	Mitchell
	VS	Neeson, JP

Mayor RA Harvey, QSO, JP (ex officio)
(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 COMMITTEE TO BE HELD AT WAITAKERE CENTRAL,
6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,
ON TUESDAY, 20 MAY 2008, COMMENCING AT 9.30 AM**

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AGENDA FOR A MEETING OF THE LONG TERM COUNCIL COMMUNITY PLAN AND ANNUAL PLAN COMMITTEE TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 20 MAY 2008, 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 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have. This note is provided as a reminder to members to check that no such conflicts arise in relation to any items on this agenda.



4 CONFIRMATION OF MINUTES

Meeting Minutes – 7 March 2008
13 March 2008
14 March 2008
18 March 2008

RECOMMENDATION

That the minutes of the Meeting of the Long Term Council Community Plan and Annual Plan Committee held on 7 March 2008 and reconvened on 13 March 2008, 14 March 2008 and 18 March 2008, as circulated, be taken as read and now be confirmed.



5 DRAFT ANNUAL PLAN 2008/2009 HEARINGS AND DECISIONS PROCESS

EXECUTIVE SUMMARY

The purpose of this report is to advise the Long Term Council Community Plan and Annual Plan Committee of the hearings and decisions process for adopting the Annual Plan for 2008/2009.

RECOMMENDATION

It is recommended that the Long Term Council Community Plan and Annual Plan Committee resolve to:

Receive the Draft Annual Plan 2008/2009 Hearings and Decisions Process report.

BACKGROUND

1. The submission period to the draft Annual Plan for 2008/2009 was opened from 11 April 2008 until 14 May 2008.
2. 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 prior to the decisions meetings commencing Monday, 16 June 2008.

STRATEGIC CONTEXT

3. The consultation process gives the community an opportunity to submit on the proposals and projects detailed in the draft Annual Plan for 2008/2009 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

4. It is proposed to follow the procedures used successfully in previous years for the hearings and decisions process.

Hearings

5. Hearings provide submitters with the opportunity to speak on their submissions. 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.
6. A schedule of speakers will be circulated prior to and during the hearings, as confirmation of speaking times are still being processed. Members of the Committee will also receive a full copy of submissions and a précis of all submission issues. These will be distributed separately prior to the first hearings date.

Decisions

7. The material to be considered as part of the decision process includes council unit commentaries and recommendations on the submission issues. This material will be circulated under separate cover prior to the decisions meetings commencing Monday, 16 June 2008.
8. The Long Term Council Community Plan and Annual Plan 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 2008/2009 from council officers will be provided to the Committee through the Chief Executive Officer's report for the deliberations commencing 16 June 2008, or if necessary, by separate reports.

TIMETABLE

9. The meeting schedule for the adoption of the Annual Plan 2008/2009 is as follows:

DAY	DATE	MEETING	TIME
Tuesday	20 May 2008	Hearings	9.30 am
Thursday	22 May 2008	Hearings	3.00 pm
Friday	23 May 2008	Hearings	9.30 am
Monday	26 May 2008	Hearings	3.00 pm
Tuesday	27 May 2008	Hearings	9.30 am
Friday	6 June 2008	Hearings	9.30 am
Monday	16 June 2008	Decisions	9.30 am
Tuesday	17 June 2008	Decisions	9.30 am
Thursday	19 June 2008	Decisions	9.30 am
Friday	20 June 2008	Decisions	9.30 am
Monday	23 June 2008	Decisions	9.30 am
Tuesday	24 June 2008	Decisions	9.30 am
Tuesday	24 June 2008	Council - Adoption of the Annual Plan 2008/2009	12 noon

IMPLEMENTATION ISSUES

10. The advertised period for submissions on the draft Annual Plan 2008/2009 closed on 14 May 2008.
11. The Long Term Council Community Plan and Annual Plan Committee now hear submissions and consider all consultation material prior to making its final recommendations to the Council.
12. In order to comply with the Local Government Act 2002, the Annual Plan for 2008/2009 must be adopted by the Council no later than 30 June 2008.

Report prepared by: Andrew Pollock, Director: Finance.

