



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>	Tuesday, 17 February 2009	<u>TIME:</u>	9.00 am
	Thursday, 19 February 2009		9.30 am
	Friday, 20 February 2009		9.30 am
	Monday, 23 February 2009		9.30 am
	Tuesday, 24 February 2009		9.30 am

MEETING ROOM: Council Chamber

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.

13 February 2009

Carmen Fernandes
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8887

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)

★ ★ ★ ★ ★ ★ ★ ★ ★ ★

(Meeting Room could be subject to change)

(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 IN THE COUNCIL CHAMBER AT
WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON TUESDAY, 17 FEBRUARY 2009,
COMMENCING AT 9.00 AM.**

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AGENDA FOR A MEETING OF THE LONG TERM COUNCIL COMMUNITY PLAN AND ANNUAL PLAN COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 17 FEBRUARY 2009, COMMENCING AT 9.00 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 - Tuesday, 16 December 2008

RECOMMENDATION

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

Receive the minutes of the meeting of the Long Term Council Community Plan and Annual Plan Committee held on Tuesday, 16 December 2008 as circulated, and that they be taken as read and now be confirmed.



5 CHIEF EXECUTIVE OFFICER'S OVERVIEW

GLOSSARY

Long Term Council Community Plan (LTCCP)

EXECUTIVE SUMMARY

This report brings to the Long Term Council Community Plan and Annual Plan Committee's attention the processes surrounding the preparation of the draft Long Term Council Community Plan (LTCCP) for 2009-2019. The report contains an overview of the budget preparation process, financial considerations, the indicative rates requirement and policies associated with the LTCCP.

The draft LTCCP submitted for the Committee's consideration is the culmination of a process that started in early 2008 and has been through a continuous review to produce a work programme that is both sustainable and capable of delivering on the Council's strategic direction. Final budget material is currently being prepared as a result of the continuous review of budgets and work programmes. Budget material and key matters for consideration will be circulated if available prior to 17 February 2009 or made available at the commencement of the deliberations.

The draft LTCCP must be publicly consulted upon and the Committee and submitters to the LTCCP can request to speak before the Committee. The LTCCP must be adopted no later than 30 June 2009. The report seeks a recommendation to the Council for adoption of the draft LTCCP for consultation.

RECOMMENDATIONS

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

1. **Receive** the Chief Executive Officer's Overview report.
2. **Agree** that the Long Term Council Community Plan and Annual Plan Committee consider the budget information, Unit Overview reports, and recommendations from other Committees, associated work programmes, content of the draft Long Term Council Community Plan 2009-2019 and recommends to the Council the adoption of the draft Long Term Council Community Plan and Annual Plan 2009-2019 for public consultation.
3. **Agree** that an editorial group comprising the Mayor, Deputy Mayor, Chairman of the Long term Council Community Plan and Annual Plan Committee and one other Councillor be delegated to approve consultation material.

BACKGROUND

1. The Council adopted its current LTCCP 2006-2016 on 30 June 2006. This plan was the result of extensive community consultation, which established community outcomes and priorities for the next ten years for the city. Over the past two years the Council has adopted subsequent Annual Plans based on the work programmes and strategic direction contained with the LTCCP.
2. During 2008, the Long Term Council Community Plan and Annual Plan Committee has met to consider matters in relation to the new LTCCP 2009-2019 that is required to be publicly consulted on and adopted by 30 June 2009. The key work programmes for the draft LTCCP are set out in Unit Overview Reports, where appropriate.

3. The purpose of a LTCCP is to:
 - (a) describe the activities of the local authority;
 - (b) describe the community outcomes of the local authority's district or region;
 - (c) provide integrated decision-making and co-ordination of the resources of the local authority;
 - (d) provide a long-term focus for the decisions and activities of the local authority;
 - (e) provide a basis for accountability of the local authority to the community; and
 - (f) provide an opportunity for participation by the public in decision-making processes on activities to be undertaken by the local authority.

DECISION MAKING

Issues

Introduction

4. This draft Annual Plan and LTCCP is the first prepared on my "watch" as Chief Executive Officer of Waitakere City Council.
5. In many ways it reflects the collective wisdom and resolute commitment of the Directors Group; it has a focus on medium to long-term strategy and goals, but with a careful eye on value for money and financial prudence.
6. It has, of course, been prepared in a time of real uncertainty. The international, and national, economic situation is rapidly changing. We are also faced with the spectre of unknown dynamics arising from the recommendations of the Royal Commission into Auckland Governance.
7. With such "shifting sands" and "changing goalposts", we had to particularly concentrate on years 1-3 in the LTCCP. Years 4-10 have been more difficult to predict especially with regard to interest rate changes.
8. Our task has been made easier by the clear direction given to us by Councillors at a number of meetings and workshops. I am pleased to say that not only have we met Councillors' expectations, we have exceeded them. The proposed Council-controlled rates rise (subject to Council confirmation and consultation) is 3.95% at this stage for the 2009/2010 financial year.
9. To put this in context, it is important to note that a 3.95% council controlled rate increase on the average residential property in the city with a land value of \$280,000 may look daunting but when translated into dollar quantum per week the number looks palatable. It equates to just \$1.30 per week.
10. The process was quite analytical and the debates around the affordability issues have been very intense. The balance between aspiration and affordability had to be maintained. Equally challenging was the right debate about what projects and programmes would stimulate growth while being prudent.
11. I would like here to particularly acknowledge the "subcommittee" of Councillors who have worked closely with staff to refine this recommended work programme and associated budgets.
12. Through this exercise, I believe, we have entered into a new era of transparency, understanding and trust between Elected Members and senior staff.

13. Preparation of the draft Annual Plan and LTCCP has been a long and painstaking exercise.
14. Staff were first asked to prepare LTCCP activity plans early in 2008 and preliminary budgets were presented to Directors in October 2008.
15. Since then there have been hundreds of hours of review and interrogation. Over the past six weeks, a special Budget Review Group, headed by the Director: City Services, has gone through unit budgets line by line.
16. They have met budgets holders individually and asked more than 400 questions of staff all aimed at honing and refining the numbers that are up for discussion.
- A1 17. Across the organisation dozens, indeed probably hundreds of staff have been directly involved in preparing work plans and budgets and perhaps the most pleasing aspect is that along the way we have continued to deliver day to day services and major projects to our community. Recent re-alignments internally, including the establishment of a Project Management Unit, are designed to shape an organisation best suited to deliver on the approved work programmes. Attached at page A1 is a chart that shows the functions undertaken by each Directorate.
18. The resulting budgets and work programme come with the recommendation of myself as Chief Executive Officer and the Directors' Group.
19. The budget provides the tools necessary to efficiently manage the organisation whilst supporting the Mayor, Deputy Mayor and Elected Members. There are some items in the Unit Overview reports that will require special consideration by the Committee as they are not included in the draft budgets. This also includes some recommendations from other Council Committees and Community Boards. A report on key items identified for consideration will be provided to the Committee.

Process

20. The preparation of the draft LTCCP has included the following processes:
- A review of previous Council decisions to ensure their inclusion in the Plan.
 - The preparation of a budget guidelines booklet and individual training sessions with each budget holder.
 - Rigorous reviews of budgets to ensure strategic compliance and fiscal responsibilities.
 - Preparation of applicable Unit Overview reports.
 - A review of existing policies.
 - Establishment of an Officers Budget Review Group.
 - Discussion with a Councillors Budget Review Group.

Key Projects

21. The emphasis has been to continue to maintain infrastructure and, indeed, provide more that builds on a platform of a vibrant and thriving city. The draft budget provides for the delivery of key projects at New Lynn, Westgate and Hobsonville. These projects contribute to community outcomes and progress the Council's strategic direction. Projects have been considered for inclusion even in a constrained economic climate as some projects actually provide a stimulus and boost to the local economy and local jobs.

22. In preparing the draft LTCCP we have looked carefully at what is a realistically achievable capital expenditure programme and the impact that will have on interest payments and debt in the long-term. The recommended capital works programme is currently being finalised and will be available at the commencement of deliberations along with projected level of debt.

FINANCIAL MANAGEMENT PROVISIONS

23. The Local Government Act 2002 requires that Local Authorities prepare their budgets in a prudent manner. A Local Authority must ensure that each year's projected operating revenues are set at a level sufficient to meet that year's projected operating expenses. However, the Act does allow that when a Local Authority resolves to do so, and it is financially prudent, that having regard to the estimated expenses of achieving and maintaining the projected levels of service provision set out in its Long Term Council Community Plan, projected operating revenues may be set at a different level. This allows the Council some flexibility in matching its operating revenues and expenditure in any year, however, it would need to be clearly signalled why such a non-matching is occurring and how it will be rectified in future years.
24. There is also a requirement in the Local Government Act 2002 that a Local Authority must manage its revenues, expenses, assets, liabilities, investments and general financial dealings prudently and in a manner that promotes the current and future interests of the community. The draft LTCCP presented to this Committee has been prepared on that basis.
25. The funding of the Council's activities must also be met from those sources that the Local Authority determines to be appropriate, following consideration of:
- The community outcomes to which the activity primarily contributes; and
 - the distribution of benefits between the community as a whole and any identifiable part of the community and individuals; and
 - the period in or over which those benefits are expected to occur; and
 - the extent to which the actions or in-actions of particular individuals or a group contribute to the need to undertake that activity; and
 - the costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities; and
 - the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental and cultural well-being of the community.
26. All these matters are addressed in the revised draft Revenue and Financing Policy that will be considered and recommended to Council during the deliberation meetings.
27. The Local Government Act 2002 also sets out a procedural requirement in relation to any decision to construct, replace or abandon a strategic asset. Any such decision must be highlighted through a statement of proposal. There are no items in the draft LTCCP which require a statement of proposal.

Budget Preparation

28. There has been an in-depth examination of the budgets by the Directors, along with the Chief Executive Officer, resulting in some service level adjustments, user pay increases and other reductions. There was a peer review of the Unit Budgets with the Councillor Review Group, comprising Councillors Battersby, Clews, Clow and Hulse. The peer review focused on key issues.

29. There are challenges that the Council has to face in considering the financial implications of the draft LTCCP.
30. The City is experiencing growth pressure. This growth places considerable strain on the City's resources and infrastructure. In addition to this, the on-going costs of previous strategic decisions on capital expenditure are now being incurred and are incorporated in the proposed budgets. There is some offset to these increased costs by the growth in the rating base which is estimated to be \$400,000 in 2009/2010.
31. The draft LTCCP has been based on a scenario of funding adjustments that are proposed to spread rate increases over the 10 years of the Plan. This scenario provides for a council controlled rate increase of 3.95% at this stage for the 2009/2010 financial year.
32. This enables rates increases to be lower in the first three years of the plan in response to current economic conditions and in future years enables the repayment of debt. The City will experience growth in New Lynn, Westgate and Hobsonville and the timing of construction of infrastructure to support that growth places considerable pressure on the Council's cash flow. The recovery of capital expenditure from developers through development contributions and financial contributions will be staggered and the Council will face increasing costs of finance.
33. The proposed funding scenario is presented as the starting point for the deliberations of the Long Term Council Community Plan and Annual Plan Committee.
34. There are still further options remaining to the Committee. These are:
 - To defer the timing of major capital expenditure projects;
 - To delete major capital expenditure projects;
 - To defer or delete non-recurring operating costs; and
 - To examine the levels of services that this budget will provide and to modify these with resultant changes to expenditure levels.
35. The following funding adjustments consistent with the current strategy adopted in the current LTCCP 2006-2016 are proposed:
 - Non-funding of some depreciation from rates; and
 - Loan funding of renewals as opposed to funding from rates.

Non-funding of Depreciation from Rates

36. The Council has built some major new facilities over the past few years including the new Civic Centre, Libraries and the Aquatic Centre. It is proposed that depreciation on these new assets not be funded as there is little or no requirement for renewals during the initial years of the lives of these assets. The LTCCP 2006-2016 allowed the phasing in of full funding of depreciation while still providing that all assets are properly maintained and that levels of services are not changed. A list of the assets not being fully funded for depreciation will be provided to the Committee during the deliberations.

Loan Funding of Renewals

37. Renewals are capital expenditure for asset creation and as such, they can be funded by loan. In the past, these have been partly funded by surplus funds generated by rating for depreciation, in effect, rates.

38. With the proposed non-funding of some depreciation as detailed above, and the increased level of renewals required, the surplus from funding for depreciation is not enough to fund these renewals.
39. It is proposed to continue both these funding adjustments in year 1 and then to decrease the reliance on them in later years of the draft LTCCP.

Level of Debt

40. The LTCCP 2006-2016 showed an approved net debt position of \$566.156 million at 30 June 2016.
41. Since the adoption of that LTCCP the Council has made investment decisions which have resulted in an approved year end net debt position at 30 June 2009 of \$471.22 million. The Council will face a significant increase in debt to fund the required infrastructure associated with growth projects and renewal of assets.

FEES AND CHARGES

42. There are no significant changes proposed within the Revenue and Financing Policy in respect of Fees and Charges. There are minor changes proposed for some of the Council's Fees and Charges in the first year (2009-2010) of the draft LTCCP. These changes are primarily due to changes in the cost of providing services in line with inflation in input costs.

Regulatory Fees and Charges

43. The Council's proposed Regulatory Fees and Charges Schedule for the 2009/2010 will be reported separately as part of the LTCCP process.

COMMITTEE AND COMMUNITY BOARD REQUESTS

44. Requests from Council Committees and Community Boards for consideration of additional funds for projects will be reported on during the deliberations.

Policy and Strategy Committee

Ranui Urban Concept and Implementation Plans - 2 October 2008

- “5. *Invite the Long Term Council Community Plan and Annual Plan Committee to consider the projects and required funding identified in the Ranui Urban Concept Implementation Plan for inclusion in the draft Long Term Council Community Plan 2009-2019.*
8. *Agree that the timing for provision of the preferred town square Option 4 (existing Ranui community centre and library car park option) is to provide for implementation within the Long Term Council Community Plan 2009-2019 timeframe.”*

1663/2008

Retrofitting the City - 6 November 2008

- “7. *Agree to recommend to the Long Term Council Community Plan and Annual Plan Committee that it consider including the ‘Retrofitting the City’ proposal to retrofit 20,000 homes by 2020, in the Long Term Council Community Plan 2009-2019.”*

1880/2008

The Crown Lynn Residential Precinct, New Lynn - Concept Plan Approval
- 4 December 2008

- “5. Agree to recommend to the draft Long Term Council Community Plan and Annual Plan Committee that it make provision in the Long Term Council Community Plan and Annual Plan 2009–2019 for the possible acquisition of the properties at 9-13 Crown Lynn Place for the purposes of public open space, catchment management, and infrastructure subject to business case proving worth.”

2097/2008

Proposed Redevelopment of Part of New Lynn as a Chinatown Precinct
- 4 December 2008

- “4. Agree to recommend to the Long Term Council Community Plan and Annual Plan Committee that the provision be made for the installation of gates and related amenities in the draft Long Term Council Community Plan and Annual Plan 2009-2019.”

2092/2008

Plastic Bag Free Waitakere Progress - 4 December 2008

- “3. Agree to recommend to the Long Term Council Community Plan and Annual Plan Committee that consideration be given to providing additional funding for the Plastic Shopping Bag Free Waitakere project in the draft Long Term Council Community Plan 2009-2019.
4. Approve that a budget of \$20,000 be made available for the current financial year from the Cleaner Production budget for the Plastic Shopping Bag Free Waitakere project.”

2090/2008

Te Atatu Peninsula Town Centre Concept and Implementation Plan
- 4 December 2008

- “4. Invite the Long Term Council Community Plan and Annual Plan Committee to consider the priorities identified in Te Atatu Peninsula Town Centre Concept and Implementation Plan for inclusion in the draft Long Term Council Community Plan 2009-2019.”

2088/2008

Te Atatu Peninsula Community Centre and Library Concept Design
- 3 December 2008

- “3. Invite the Long Term Council Community Plan and Annual Plan Committee to allocate \$207,000 from the Annual Plan 2008/2009 for the interim redecoration of Te Atatu Peninsula Community Centre.
4. Invite the Long Term Council Community Plan and Annual Plan Committee to allocate \$210,000 from the Annual Plan 2008/2009 and a further \$100,000 from the Long Term Council Community Plan 2006-2016 to the 2009/2010 financial year for the following:
- Completion of the preliminary and developed design stages of Te Atatu Peninsula Community Centre and Library concept design option C;

- *The removal of the current Open Space Environment and Recreational Reserve land status from the site of the existing Te Atatu Peninsula Community Centre, Library and car park; and*
- *The engagement of a private development partner to participate in the future development of the Te Atatu Peninsula Community Centre and Library site.”*

2049/2008

Finance and Operational Performance Committee

Ark In The Park Land Lease 29 Falls Road, Te Henga - 8 December 2008

- “10. *Invite the Long Term Council Community Plan and Annual Plan Committee to consider a report on the funding options for the Long Term Council Community Plan 2009-2019 annual operating costs for the Ark in the Park Field Base of an annual sum of \$2,000.”*

2065/2008

Wisher Village Development And Funding Proposal For Consultation - 10 November 2008

- “4. *Agree that it be recommended to the Long Term Council Community Plan and Annual Plan Committee that funding be included for the development and implementation of Wilsher Village in the draft Long Term Council Community Plan 2009-2019.*
5. *Agree that public consultation be undertaken for the Wilsher Village Development as part of the Long Term Council Community Plan 2009-2019 process or alternatively through a special consultative process if required.”*

1917/2008

Rating System Review - 10 November 2008

- “2. *Agree that the draft Long Term Council Community Plan 2009-2019 include commentary on the Council’s intention to review the current rating system as part of the work programme 2009/2010, if appropriate, once the report of the Royal Commission of Inquiry into Auckland Governance has been received.”*

1899/2008

Chapel Of Faith In The Oaks Update - 12 November 2008

- “6. *Agree that this matter should be reported back to the Long Term Council Community Plan Committee with a breakdown of the funds required to complete the restoration of the Chapel of Faith in the Oaks and adapt the Sextons House for re-use as a reception area, together with funding options, including the use of any profit from the re-development of the New Lynn Hotel site.”*

1938/2008

Henderson Community Board

Chairman's Report - 6 November 2008

“2 Agree that it be recommended to the Long Term Council Community Plan and Annual Plan Committee that funding be included in the Long Term Council Community Plan 2009/2010 as follows:

- (a) Kerbing and channelling on Sturges Road commencing from the corner of Lake Panorama Drive to No. 225 Sturges Road.
- (b) Funding to complete the playground on McLeod Park.
- (c) Rebuilding of part of Edmonton Road in area from Lloyd Morgan Park to School Road.”

1889/2008

External Levies

45. External Levies are those charges imposed on the Council by other organisations including the Auckland War Memorial Museum, the Museum of Transport and Technology and treatment of wastewater by Watercare Services Limited. In 2009/2010 a new statutory levy is payable to the Auckland Regional Amenities Funding Board that provides funding to various organisations. That levy for 2009/2010 is \$970,000. The external levies increases represent an additional rate requirement of 3.01%.

Policies

46. When adopting its LTCCP, The Local Government Act 2002 requires Local Authorities to adopt funding and financial policies as set out below.
- A Revenue and Financing Policy;
 - A Liability and Management Policy;
 - An Investment Policy;
 - A Partnerships with the Private Sector Policy;
 - A Remission and Postponement of Rates on Maori Freehold Land Policy;
 - A Development Contributions and Financial Contributions Policy; and
 - A Rates Remission Policy.
47. These policies have all been reviewed and will be presented during the deliberations. There are no significant policy changes.

CONSULTATION

48. The draft LTCCP must be publicly consulted upon as a Statement of Proposal. A separate report on the communications plan will be provided during the deliberations.
49. As required by the Local Government Act 2002 the Council has a statutory responsibility to consult on the draft LTCCP. At this point there are no particularly contentious issues contained in the Plan, nor issues of significance which require special consultative procedures.
50. They Council may wish to flag some issues, particularly around deferral of projects, as key issues for consultation.

51. The Council is asked to approve the proposed consultation programme, which is similar to previous years and will be carried out within existing budgets. The consultation report is a separate agenda item.

CONCLUSION

52. The draft LTCCP submitted for this Committee's consideration is the culmination of a process that started in early 2008 and has been through continuous review to produce a work programme that is both sustainable and capable of delivering on the Council's long term strategic commitments and principles. These budgets will include price level adjustments (inflation) as mandated by Auditor General.

Report prepared by: Vijaya Vaidyanath, Chief Executive Officer.



6 LONG TERM COUNCIL COMMUNITY PLAN 2009-2019 PROCESS AND TIMETABLE

GLOSSARY

Long Term Council Community Plan (LTCCP)

EXECUTIVE SUMMARY

This report is to inform the Long Term Council Community Plan and Annual Plan Committee of the process for the adoption of the draft and final Long Term Council Community Plan (LTCCP) 2009-2019 incorporating the Annual Plan 2009/2010, and the indicative timetable to meet the planned Council adoption on 20 March 2009.

RECOMMENDATION

Receive the Long Term Council Community Plan 2009-2019 Process And Timetable report.

BACKGROUND

1. The Council must prepare every three years a LTCCP. The draft LTCCP for 2009-2019 is in preparation and must be consulted upon using the Special Consultative Procedure as prescribed in the Local Government Act 2002. The draft LTCCP must also contain an Audit Report from Audit New Zealand on the extent the Plan complies with the requirements of the Local Government Act 2002, quality of information and assumptions, and the extent to which the forecast information and proposed performance measures will provide an appropriate framework for the meaningful assessment of the actual levels of service provision.

DRAFT LONG TERM COUNCIL COMMUNITY PLAN PROCESS

2. Councillors, Community Board and Te Taumata Runanga representatives will be issued with a draft LTCCP folder and will be supplied with supporting material at the deliberations.

3. The folders contain the following sections:

Section A	Agenda and Chief Executive Officer's Overview
Section B	Overview Reports (where appropriate)
Section C	Financial information
Section D	Additional Reports
4. The accompanying supporting material will include the following, which will be circulated during the deliberations:
 - City Services Information Book.
 - Policies that require adoption as part of the Long Term Council Community Plan.
5. The folders will be updated at each of the Long Term Council Community Plan and Annual Plan Committee meetings with additional information that has been requested or is intended to be supplied to assist elected members in their decision-making.
6. It is expected that the Committee will work through the Overview Reports where required for various activities and through the circulated material. An updated timetable for discussion and presentation of material will be distributed at the meeting and other reports required or requested will be circulated during the deliberations.

**TIMETABLE FOR PRESENTATION OF DRAFT LONG TERM COUNCIL
COMMUNITY PLAN 2009-2019 MATERIAL**

7. The timetable below sets out the indicative times for the Long Term Council Community Plan and Annual Plan Committee to consider draft LTCCP material. At the conclusion of the deliberations of the Committee, recommendations will need to be ratified at the Council meeting scheduled for Friday, 20 March, 2009, 12.00 noon.

Tuesday, 17 February 2009

9.30 am - 11.00 am Agenda -
Process and Timetable
Chief Executive's Overview

11.00 am - 11.15 am BREAK

11.15 am - 12.45 pm Key items for consideration

12.45 pm - 1.30 pm LUNCH

1.30 pm - 2.45 pm Key items for consideration

2.45 pm - 3.00 pm BREAK

3.00 pm - 4.00 pm Key items for consideration

Thursday, 19 February 2009

9.30 am - 11.00 am City Services

11.00 am - 11.15 am BREAK

11.15 am - 12.45 pm City Services

12.45 pm - 1.30 pm LUNCH

1.30 pm - 2.45 pm Strategic Planning and Community Wellbeing

2.45 pm - 3.00 pm BREAK

3:00 pm - 4:00 pm Public Affairs and Corporate and Business Services

Friday, 20 February 2009

9.30 am - 11.00 am Draft Financial Policies

11.00 am - 11.15 am BREAK

11.15 am - 12.45 pm Draft Financial Policies

12.45 pm - 1.30 pm LUNCH

1.30 pm - 2.45 pm Further Deliberations

2.45 pm - 3.00 pm BREAK

3.00 pm - 4.00 pm Further Deliberations

Monday, 23 February 2009

9.30 am - 11.00 am Further Deliberations

11.00 am - 11.15 am BREAK

11.15 am - 12.45 pm Further Deliberations

12.45 pm - 1.30 pm LUNCH

1.30 pm - 2.45 pm Further Deliberations

2.45 pm - 3.00 pm BREAK

3.00 pm - 4.00 pm Further Deliberations

Tuesday, 24 February 2009

9.30 am - 11.00 am Further Deliberations

11.00 am - 11.15 am BREAK

11.15 am - 12.00 noon Further Deliberations

12.00 noon LUNCH

Council Adoption of Rate Requirement and Work Programme

Friday, 20 March 2009

9.30 am Council Adoption of the Long Term Council Community Plan

TIMETABLE FOR ADOPTION OF DRAFT AND FINAL LONG TERM COUNCIL COMMUNITY PLAN 2009-2019

8. The Council has approved the following timetable for the adoption of the Annual Plan for 2008/2009.

DELIBERATIONS ON DRAFT LONG TERM COUNCIL COMMUNITY PLAN 2009-2019

9. Tuesday, 17 February 2009 9.00 am - 4.00 pm
Thursday, 19 February 2009 9.30 am - 4.00 pm
Friday, 20 February 2009 9.30 am - 4.00 pm
Monday, 23 February 2009 9.30 am - 4.00 pm
Tuesday, 24 February 2009 9.30 am - 12.00 pm
Tuesday, 24 February 2009 12.00 pm - Council Adoption of rate requirement and work programme
Friday, 20 March 2009 12.00 noon Council Adoption of draft LTCCP
10. The Plan is provided to Audit New Zealand for their final review and issuance of the Audit Report. If the Council does decide to make any further changes after 24 February 2009 this would involve an additional audit review and delay in consultation. Any delay could breach the requirement of the Local Government Act 2002 to adopt the Final Plan by 30 June 2009.
11. The Council adoption of the draft LTCCP document incorporating the Audit Report is scheduled for Friday, 20 March 2009, 12.00 noon.

SUBMISSION PERIOD

12. 31 March 2009 Submissions Open
30 April 2009 Submissions Close

HEARINGS

- | | | | |
|-----|-----------|-------------|-------------------|
| 13. | Monday, | 18 May 2009 | 9.30 am - 4.00 pm |
| | Tuesday, | 19 May 2009 | 9.30 am - 4.00 pm |
| | Thursday, | 21 May 2009 | 9.30 am - 4.00 pm |
| | Friday, | 22 May 2009 | 9.30 am - 4.00 pm |
| | Monday, | 25 May 2009 | 3.00 pm - 9.00 pm |
| | Tuesday, | 26 May 2009 | 9.00 am - 4.00 pm |
| | Thursday, | 28 May 2009 | 3.00 pm - 9.00 pm |

DELIBERATIONS ON FINAL LONG TERM COUNCIL COMMUNITY PLAN 2009-2019

- | | | | |
|-----|-----------|--------------|--------------------------------------|
| 14. | Friday, | 5 June 2009 | 9.30 am - 4.00 pm |
| | Thursday, | 11 June 2009 | 9.30 am - 4.00 pm |
| | Friday, | 12 June 2009 | 9.30 am - 4.00 pm |
| | Tuesday, | 16 June 2009 | 9.30 am - 4.00 pm |
| | Thursday, | 18 June 2009 | 9.30 am - 4.00 pm |
| | Tuesday, | 30 June 2009 | 12.00 noon Council Adoption of LTCCP |
15. The Council adoption of the Long Term Council Community Plan is scheduled for Tuesday, 30 June 2009, 12.00 noon, incorporating the final Audit Report.

CONCLUSION

16. The timetable to consider information and content for inclusion in the draft Long Term Council Community Plan 2009-2019 has been provided.
17. The scheduled approval of the draft LTCCP is on 20 March 2009. This will ensure that the statutory requirement to adopt the final LTCCP by 30 June 2009 will be met.

Report prepared by: Wendy Kjestrup, Annual Plan and LTCCP Coordinator.

