

Requirements that must be met in preparing an LTCCP or an Annual Plan for the 2003/04 year (ie: the Transition)

Section of LGA 2002	Annual Plan	Section of LGA 2002	LTCCP
281; S223D & 223 E LGA 1974	<p>A report (for the local authority and LATES etc) containing:</p> <ul style="list-style-type: none"> • An outline of the LTFS for the next 3 years • Intended significant policies and objectives • Nature and scope of significant activities • Performance targets and measures • In total and for significant activities – indicative costs and sources of funds 	279; 93 Part 1 of Schedule 10	<p>A LTCCP must :</p> <ul style="list-style-type: none"> • Cover at least 10 years and contain: • Describe the community outcomes for the City and the process used to identify and how the Council will work with others to advance them; • State measures to assess progress towards these outcomes and how they will be monitored • The nature, scope of and rationale for groups of activities; in detail for next 3 years and outline for subsequent years • Outline any significant negative effects (on *4 well-being) of any activity • Identify assets required by group of activities and how the TA will <ul style="list-style-type: none"> - manage the asset management implications of changes in demand or service levels for these activities - additional asset capacity needed, related costs and how these will be funded - maintenance, renewal and replacement and how funded • For groups of activities – service levels; performance targets and measures; expenses (costs) and how they will be met; estimated revenue levels, sources of funds and rationale for their selection,

			<ul style="list-style-type: none"> • A summary of the waste management plan • For LATES etc (same as for AP) • A Summary of significance policy
281(2)(a) -(e) 102 102(4)(b) 102 (4)© 102 (4) (e) 1	(and further containing): <ul style="list-style-type: none"> • Revenue and financing policy • Liability management policy • Investment policy • Private public partnerships policy 	Schedule 10 Part 1 (5) – 11)	(and further containing): <ul style="list-style-type: none"> • Any steps Council intends to take to foster Maori capacity to contribute to decision making • Revenue and financing policy • Liability management policy • Investment policy • Private public partnerships policy
281(2)(f &g) C113 Schedule 10	(and further containing): <ul style="list-style-type: none"> • Funding impact statement • Updated summary of the LTFS • Forecast financial statements 	Schedule 10 Part 1 (5) – 11)	And further containing: <ul style="list-style-type: none"> • Funding impact statement • Significant forecasting assumptions • Forecast financial statements
82, 83	Must use special consultative procedure which requires: <ul style="list-style-type: none"> • Statement of proposal • Summary of the information in the statement of proposal (ie; a summary of the AP) • Various communication and procedural requirements to ensure people are aware of and can make submissions on the AP 	82, 83	Must use special consultative procedure which requires: <ul style="list-style-type: none"> • Statement of proposal • Summary of the information in the statement of proposal (ie; a summary of the LTCCP) • Various communication and procedural requirements to ensure people are aware of and can make submissions on the LTCCP
84, 97	If Council intends making any significant decisions must include: <ul style="list-style-type: none"> • Details of proposal • Reasons for proposal 	84, 97	If Council intends making any significant decisions must include: <ul style="list-style-type: none"> • Details of proposal • Reasons for proposal

	<ul style="list-style-type: none"> • Analysis of proposal and practicable options • Re transfer of strategic assets – accountability or monitoring arrangements/ conflicts of interest • Assuming or ceasing an activity – assessment of impacts, conflicts of interest etc 		<ul style="list-style-type: none"> • Analysis of proposal and practicable options • Re transfer of strategic assets – accountability or monitoring arrangements/ conflicts of interest • Assuming or ceasing an activity – assessment of impacts, conflicts of interest etc
LGA197 4 223 D (7)	AP must be adopted before 30 September 2003	93 (3)	LTCCP must be adopted before start of first year (30 June 2003)

Monthly Meeting Schedule

2003

Adopted: 27 November 2002

WAIKAKERE CITY COUNCIL MEETING SCHEDULE - JANUARY 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 PUBLIC HOLIDAY	2 PUBLIC HOLIDAY	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24 9:00 am Tenders Subcommittee
27 PUBLIC HOLIDAY	28	29	30 9:30 am Hearings Committee 6:30 pm Henderson Community Board	31
NEW YEARS DAY - WEDNESDAY, 1 JANUARY 2003; DAY AFTER NEW YEARS DAY - THURSDAY, 2 JANUARY 2003 AUCKLAND ANNIVERSARY DAY - MONDAY, 27 JANUARY 2003				

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NOTE: Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waikare City unless otherwise notified above or via a notice of meeting.

WAITAKERE CITY COUNCIL MEETING SCHEDULE – FEBRUARY 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	7.00 pm Waitakere Community Board	9.30 am Projects Special Committee 11.00 am Special Councils Controlled Organisations Governance Subcommittee 7.30 pm Massey Community Board	PUBLIC HOLIDAY	9.00 am Tenders Subcommittee
9.30 am Finance and Operational Performance Committee	9.30 am Environmental Management Committee	12.00 pm Massey Community Board	9.30 am City Development Committee	10.00 am LGNZ Zone One meeting - North Shore City Council
5.00 pm Te Taumata Runanga	9.30 am Special City Development Committee (Hearing of Submissions - Peoples Park)	9.30 am Special Council (Various Issues) 6.30 pm Pacific Islands Advisory Board 7.30pm Community Sport Fund Allocation Subcommittee	9.30 am Hearings Committee	9.00 am Tenders Subcommittee
10.30 am Citizenship Ceremony	10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony	5.30 pm Council		

WAITANGI DAY – THURSDAY, 6 FEBRUARY 2003

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WAIKAKERE CITY COUNCIL MEETING SCHEDULE - MARCH 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	7.00 pm Waikakere Community Board	9.30 am Projects Special Committee	9.30 am City Development Committee	9.00 am Tenders Subcommittee
9.30 am Finance and Operational Performance Committee	9.30 am Environmental Management Committee	7.30 pm Massey Community Board	6.30 pm Henderson Community Board	12.00 noon Youth Council
2.00 pm Performance Review Committee	11 11 11	12	13	14 10.30 am Citizenship Ceremony
9.30 am Annual Plan Special Committee	17 17 17	19	20	21 9.00 am Tenders Subcommittee
5.00 pm Te Taumata Runanga	18 18 18	6.30 pm Pacific Islands Advisory Board		3.00 pm Citizenship Ceremony
9.30 am Annual Plan Special Committee	24 24 24	9.30 am Annual Plan Special Committee	9.30 am Hearings Committee	
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	25 25 25	6.30 pm Council	27	
	25 25 25	5.30 pm Council		
	31 31 31			

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - APRIL 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	9.30 am Emergency Services Special Committee	9.30 am Projects Special Committee	9.30 am Hearings Committee	9.00 am Tenders Subcommittee
	7.00 pm Waitakere Community Board	7:30 pm Massey Community Board	6.30 pm Henderson Community Board	
9.30 am Finance and Operational Performance Committee	9.30 am Environmental Management Committee		9.30 am City Development Committee	9.00 am Tenders Subcommittee
14	10.30 am Citizenship Ceremony	10.30 am Citizenship Ceremony	9.30 am Hearings Committee	18 PUBLIC HOLIDAY
5.00 pm Te Taumata Runanga	3.00 pm Citizenship Ceremony	3.00 pm Pacific Islands Advisory Board		
21 PUBLIC HOLIDAY	22 4.00 pm Waikumete Urupa Committee	23 9.30 am Special Council (Various Issues)	24	25 PUBLIC HOLIDAY
28 Learning Week	29 Learning Week	30 Learning Week 5.30 pm Council	Learning Week	Learning Week
GOOD FRIDAY - FRIDAY, 18 APRIL 2003; EASTER MONDAY - MONDAY, 21 APRIL 2003; ANZAC DAY - FRIDAY, 25 APRIL 2003				

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - MAY 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			10.00 am LGNZ Zone One meeting - Rodney District Council	9.00 am Tenders Subcommittee 10.30 am Keep New Zealand Beautiful
10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony 7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony 7.00 pm Waitakere Community Board	7.30 pm Massey Community Board	9.30 am Hearings Committee 6.30 pm Henderson Community Board	12.00 noon Youth Council
9.30 am Finance and Operational Performance Committee	9.30 am Environmental Management Committee	9.30 am Creative Communities Scheme Allocation Subcommittee	9.30 am City Development Committee 6.00 pm Te Roopu Rangatahi	9.00 am Tenders Subcommittee
19	20	21	22	23
5.00 pm Te Taumata Runanga	9.30 am Creative Communities Scheme Allocation Subcommittee	9.30 am Special Council (Various Issues) 6.30 pm Pacific Islands Advisory Board	9.30 am Hearings Committee 7.30 pm Community Sport Fund Allocation Subcommittee	
26	27	28	29	30
10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony	9.30 am Creative Communities Scheme Allocation Subcommittee	5.30 pm Council	7.30 pm Community Sport Fund Allocation Subcommittee	9.00 am Tenders Subcommittee

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - JUNE 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
PUBLIC HOLIDAY 2	9.30 am Emergency Services Special Committee 3	9.30 am Projects Special Committee 4	9.30 am Annual Plan Special Committee (Hearings) 5	9.30 am Annual Plan Special Committee (Hearings) 6
7.00 pm Waitakere Community Board	7.00 pm Waitakere Community Board	7.30 pm Community Sport Fund Allocation Subcommittee Massey Community Board	6.30 pm Henderson Community Board	
9.30 am Finance and Operational Performance Committee 9	9.30 am Environmental Management Committee 10	11 Annual Plan Special Committee (Hearings)	12 City Development Committee Te Roopu Rangatahi	13 Tenders Subcommittee Annual Plan Special Committee (Hearings)
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	2.30 pm Performance Review Committee 4.00 pm Annual Plan Special Committee (Hearings)	3.00 pm Annual Plan Special Committee (Hearings)	6.00 pm 2003 Community Board Conference - New Plymouth	9.30 am Annual Plan Special Committee (Hearings) 12.00 noon Youth Council 2003 Community Board Conference - New Plymouth
9.30 am Annual Plan Special Committee (Hearings) A10 5.00 pm Te Taumata Runanga 16	10.30 am Citizenship Ceremony 17	18 Special Council (Various Issues) Pacific Islands Advisory Board Community Sport Fund Allocation Subcommittee	19 Hearings Committee	20 Annual Plan Special Committee (Deliberations)
9.30 am Annual Plan Special Committee (Deliberations) 23	3.00 pm Annual Plan Special Committee (Hearings)	9.30 am 9.30 pm 5:30 pm Council	9.30 am Annual Plan Special Committee (Deliberations) 26	9.30 am Tenders Subcommittee Annual Plan Special Committee (Deliberations) 27
9.30 am Annual Plan Special Committee (Deliberations) 30	9.30 am Annual Plan Special Committee (Deliberations) 24			
12. noon Special Council (to adopt LTCCP & Annual Plan)				
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)				

QUEENS BIRTHDAY - MONDAY, 2 JUNE 2003

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - JULY 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		9.30 am Projects Special Committee 7.30 pm Massey Community Board	9.30 am Hearings Committee 6.30 pm Henderson Community Board	9.00 am Tenders Subcommittee
9.30 am Finance and Operational Performance Committee	7.00 pm Waitakere Community Board 9.30 am Environmental Management Committee		9.30 am City Development Committee 6.00 pm Te Roopu Rangatahi	12.00 noon Youth Council
		6.30 pm Pacific Islands Advisory Board	9.30 am Hearings Committee	9.00 am Tenders Subcommittee
5.00 pm Te Taumata Runanga		9.30 am Special Council (Various Issues)		
10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony	10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony			
Local Government Conference - Queenstown	Local Government Conference - Queenstown	Local Government Conference - Queenstown 5.30 pm Council	9.30 am Hearings Committee	

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - AUGUST 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				9.00 am Tenders Subcommittee
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	9.30 am Emergency Services Special Committee	9.30 am Projects Special Committee	9.30 am Hearings Committee	12.00 noon Youth Council
9.30 am Finance and Operational Performance Committee	7.00 pm Waitakere Community Board	7.30 pm Massey Community Board	6.30 pm Henderson Community Board	9.00 am Tenders Subcommittee
11	12	13	14	15
	9.30 am Environmental Management Committee		9.30 am City Development Committee	9.00 am Tenders Subcommittee
18	19	20	21	22
5.00 pm Te Taumata Runanga		9.30 am Special Council (Various Issues) 10.00 am LGNZ Zone One meeting - Manukau City Council 6.30 pm Pacific Islands Advisory Board	9.30 am Hearings Committee	
25	26	27	28	29
		5.30 pm Council	10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony	9.00 am Tenders Subcommittee 10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - SEPTEMBER 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	4.00 pm Waikunete Urupa Committee	9.30 am Projects Special Committee	9.30 am Hearings Committee	
9.30 am Finance and Operational Performance Committee	7.00 pm Waitakere Community Board	7.30 pm Massey Community Board	6.30 pm Henderson Community Board	5
2.00 pm Performance Review Committee	9.30 am Environmental Management Committee	10	9.30 am City Development Committee	12 9.00 am Tenders Subcommittee 10.30 am Citizenship Ceremony
15	16	17 9.30 am Special Council (Various Issues)	6.00 pm Te Roopu Rangatahi	12.00 noon Youth Council 3.00 pm Citizenship Ceremony
5.00 pm Te Taumata Runanga		6.30 pm Pacific Islands Advisory Board	18 9.30 am Hearings Committee	19
22	23	24	25	26 9.00 am Tenders Subcommittee
29	30 9.30 am Emergency Services Special Committee	5.30 pm Council		
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	7.00 pm Waitakere Community Board			

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - OCTOBER 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 9.30 am Projects Special Committee 7.30 pm Massey Community Board	2 9.30 am Hearings Committee 6.30 pm Henderson Community Board	3
6 9.30 am Finance and Operational Performance Committee	7 9.30 am Environmental Management Committee	8	9 9.30 am City Development Committee 6.00 pm Te Roopu Rangatahi	10 9.00 am Tenders Subcommittee 12.00 noon Youth Council
13 5.00 pm Te Taumata Runanga	14 10.30 am Citizenship Ceremony 3.00 pm Citizenship Ceremony	15 10.30 am Citizenship Ceremony 3.00 pm Pacific Islands Advisory Board 6.30 pm	16 9.30 am Hearings Committee	17
20 414	21	22 9.30 am Special Council (Various Issues)	23 7.30 pm Special Finance and Operational Performance Committee (consideration of City-Wide Community Wellbeing Fund Applications)	24 9.00 am Tenders Subcommittee
27 PUBLIC HOLIDAY	28 9.30 am Creative Communities Scheme Allocation Subcommittee	29 5.30 pm Council	30 9.30 am Hearings Committee	31

LABOUR DAY - MONDAY, 27 OCTOBER 2003

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - NOVEMBER 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	9.30 am Creative Communities Scheme Allocation Subcommittee	9.30 am Projects Special Committee	6.30 pm Henderson Community Board	9.00 am Tenders Subcommittee
9.30 am Finance and Operational Performance Committee	7.00 pm Waitakere Community Board	7.30 pm Massey Community Board	9.30 am City Development Committee	10.00 am LGNZ Zone One meeting - Far North District Council (Paikia)
10.30 am Citizenship Ceremony	9.30 am Environmental Management Committee	9.30 am Special Council (Various Issues)	6.00 pm Te Roopu Rangatahi	12.00 noon Youth Council
3.00 pm Citizenship Ceremony	4.00 pm Waikumete Urupa Committee	6.30 pm Pacific Islands Advisory Board	9.30 am Hearings Committee	9.00 am Tenders Subcommittee
5.00 pm Te Taumata Runanga	10.30 am Citizenship Ceremony	9.30 am Special Council (Various Issues)	9.30 am Hearings Committee	9.00 am Tenders Subcommittee
A15	9.30 am Creative Communities Scheme Allocation Subcommittee	5.30 pm Council	9.30 am Hearings Committee	9.00 am Tenders Subcommittee

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - DECEMBER 2003

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	9.30 am Emergency Services Special Committee	9.30 am Projects Special Committee	9.30 am Hearings Committee	
9.30 am Finance and Operational Performance Committee	7.00 pm Waitakere Community Board	7.30 pm Massey Community Board	6.30 pm Henderson Community Board	9.00 am Tenders Subcommittee
2.00 pm Performance Review Committee	9.30 am Environmental Management Committee	9.30 am Special Council (Various Issues)	9.30 am City Development Committee	
5.00 pm Te Taumata Runanga		6.30 pm Pacific Islands Advisory Board	6.00 pm Te Roopu Rangatahi	
10.30 am Citizenship Ceremony	10.30 am Citizenship Ceremony		9.30 am Hearings Committee	
3.00 pm Citizenship Ceremony	3.00 pm Citizenship Ceremony	5.30 pm Council		
A16				
22	23	24	25	26
			PUBLIC HOLIDAY	PUBLIC HOLIDAY
29	30	31		
CHRISTMAS DAY - THURSDAY, 25 DECEMBER 2003; BOXING DAY - FRIDAY, 26 DECEMBER 2003				

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LOCAL Government KNOW HOW

Seminar Programme for March 2003

Dunedin - Christchurch - Wellington - Palmerston North - Rotorua - Auckland



Day One: Governance

- 9.30am Registration
Morning tea will be available from this time.
- 10.00am Welcome to the Seminar
- 10.10am Session One: An Introduction to the Local Government Act 2002
- ⌘ The purpose of the Act
 - ⌘ The purpose of local government
 - ⌘ The objectives for the change
 - ⌘ The major changes
 - ⌘ The principles of local government
 - ⌘ roles of elected members and management
- At the end of this session you will be able to:
- ⌘ Explain what the purpose of the Act is and explain what the purpose of local government is
 - ⌘ Explain what the objectives of the change are;
 - ⌘ Explain the major changes in the Bill and what implications those changes might have for your local authority; and
 - ⌘ Explain the principles of local government and apply those to situations in your own local authority.
- 10.40am Session Two: An Introduction to Governance
- A formal presentation dealing with:
- ⌘ What is "governance" under the Local Government Act 2002
 - ⌘ Local governance statements
 - ⌘ Codes of conduct
 - ⌘ Membership
 - ⌘ Indemnity and Liability.
- At the end of this session you will be participants will be able to:
- ⌘ define the term "governance" and explain the three roles of governance under the Local Government Act 2002
 - ⌘ define the term "governance statement" and explain what goes into a governance statement
 - ⌘ distinguish between a code of conduct and standing orders, explain the purpose of a code of conduct, and participate fully in the development of a code of conduct in your own local authority
 - ⌘ explain the circumstances in which elected members are indemnified and what happens when they are not.
- 11.30am Session Three: Working With Subordinate Bodies
- ⌘ The role of committees and good practice in working with committees
 - ⌘ Making delegations work
 - ⌘ The role of Community Boards and good practice in working with Community Boards.
- 12.00noon Questions and Discussion
- 12.20pm Lunch

LOCAL Government KNOW HOW

Seminar Programme for March 2003

Dunedin - Christchurch - Wellington - Palmerston North - Rotorua - Auckland



1.00pm Session Four: Working With Your Chief Executive - A Role Play.

A three person role play - two people taking the role of a Mayor and an elected member, and a third person taking the role of an employment advisor. The council is about to employ a new CEO and asking them for advice on terms and conditions of employment, and how to best work with the Chief Executive.

At the end of this session you will be able to:

- ? Define what a "good employer" is in the local government context
- ? Explain the role of a Chief Executive and the law as it relates to the appointment of a Chief Executive
- ? List ways of managing the performance of a Chief Executive and apply those to their own local authority.

1.45pm Session Five: Relationships Between Local Authorities

- ? The power of general competence;
- ? The signals that the Act sends with regards to collaboration between local authorities, and between local authorities and other agencies;
- ? Ways and means of collaborating with various types of agency;
- ? The triennial agreement - the formal means for promoting collaboration
- ? Coordination of responsibilities between territorial authorities and regional councils.

At the end of this session you will be able to:

- ? Describe what the "power of general competence" means in practice
- ? Explain why collaboration is important to the new role of local government and identify ways of promoting collaboration
- ? Define the term "triennial agreement" and explain what is in such an agreement
- ? Explain the provisions of the Bill as they relate to overlapping powers of local authorities.

2.10pm Session Six: Council Controlled Organisations

- ? The legal requirements (the definition of Council Controlled Organisations, appointment of directors, performance statements
- ? Establishing and disestablishing CCO's
- ? Appointment of Directors
- ? Performance Statements and monitoring

At the end of this session you will be able to:

- ? Define the terms "Council Controlled Organisation" and "Council Organisation" and identify such organisations in your local authority
- ? Explain the legal requirements as they apply to CCOs;
- ? Explain what a policy on appointment of directors is and contribute to the writing of such a policy in your own local authority; and
- ? Explain what a performance statement is and explain how this can be used to monitor the performance of a CCO.

3.00pm Afternoon Tea

3.20pm Workshop One: Governance

4.20pm Questions and Discussion

4.45pm Seminar Concludes

LOCAL Government KNOW HOW

Seminar Programme for March 2003

Dunedin - Christchurch - Wellington - Palmerston North - Rotorua - Auckland



Day Two: Decision Making

9.00am Introduction from the Chair

9.35am Session Seven: Overview of Part Five

- ✦ The purpose of the Act and objectives;
- ✦ The planning and decision making framework;
- ✦ The four wellbeings
- ✦ Decision making requirements;
- ✦ The compliance provision; and
- ✦ The significance provision.

At the end of this session you will be able to:

- ✦ Explain the purpose of part five;
- ✦ Understand what the planning and decision making framework of the Act is
- ✦ Explain what general obligations are placed on local authorities when making decisions.

9.35am Session Eight: Community Engagement

- ✦ What is consultation ?
- ✦ Principles of consultation
- ✦ the special consultative procedure
- ✦ Good practice in consultation
- ✦ Capacity building for Maori.

At the end of this session and the associated workshop you will be able to:

- ✦ Explain what "consultation" under the Local Government Act is
- ✦ Develop processes for consultation that meet the requirements of the Act and are effective
- ✦ Explain the obligations that local authorities have toward Maori and identify ways of fulfilling these obligations

10.30am Morning Tea

10.50am Workshop Two: Consultation

11.50am Session Nine: Community Outcomes

- ✦ What is a "community outcome" and what are outcomes for?
- ✦ A possible process for identifying community outcomes
- ✦ Monitoring progress against community outcomes.
- ? Define the term "community outcomes"
- ? Explain what role community outcomes have in relation to the planning processes of your council
- ? Assist in the development of outcomes in your own community.

12.20pm Questions and Discussion

12.45pm Lunch

LOCAL Government KNOW HOW

Seminar Programme for March 2003

Dunedin - Christchurch - Wellington - Palmerston North - Rotorua - Auckland



1.30pm Session Ten: Financial Management Processes

This session covers the following topics

- ? The balanced budget requirement;
- ? Application of GAAP;
- ? Financial management principles and differences with Part VIIA;
- ? The Revenue and Financing Policy and the Funding Impact Statement;
- ? Treasury management;
- ? Policies on development contributions and financial contributions.

At the end of this session you will be able to:

- ? Explain the balanced budget provisions and how they apply to decision making in the local authority;
- ? Explain the principles of financial management and apply those to particular funding decisions; and
- ? Define the term "funding impact statement" and explain what goes into a funding impact statement.

2.30pm Workshop Three: Financial Management

3.40pm Questions and Discussion

4.10pm Close of Day Two