



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>	Friday,	24 February 2006	<u>TIME:</u>	9.30 am
	Monday,	27 February 2006		9.30 am
	Tuesday,	28 February 2006		9.30 am
	Thursday,	2 March 2006		9.30 am
	Friday,	3 March 2006		9.30 am
	Wednesday,	8 March 2006		1.00 pm
	Thursday,	9 March 2006		2.00 pm

VENUE: Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City

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

17 February 2006

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Councillor	JM	Clews, QSO, JP (Chairperson)
Mayor	RA	Harvey, QSO, JP (Deputy Chairperson)
Deputy Mayor	CA	Stone (Deputy Chairperson)
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
	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 IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON FRIDAY,
24 FEBRUARY 2006, 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 IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON FRIDAY, 24 FEBRUARY 2006, 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 Chairperson 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 - Thursday, 15 December 2005

RECOMMENDATION

That the minutes of the Meeting of the Long Term Council Community Plan and Annual Plan Special Committee held on Thursday, 15 December 2005, as circulated, be taken as read and now be confirmed.



4 **LONG TERM COUNCIL COMMUNITY PLAN INCORPORATING THE ANNUAL PLAN
PROCESS AND TIMETABLE**

PURPOSE OF THE REPORT

This report is to inform the Long Term Council Community Plan and Annual Plan Special Committee of the process for the adoption of the Draft and Final Long Term Council Community Plan 2006-2016 incorporating the Annual Plan 2006/2007, and the timetable to meet the planned Council adoption on 7 April 2006.

BACKGROUND

The Council must prepare every three years a Long Term Council Community Plan. The Council adopted its first Long Term Council Community Plan using the transitional requirements of the local Government Act 2002 in June 2003. In June 2004 the plan was amended to incorporate the adoption of the Development Contributions and Financial Contributions Policy. The Draft Plan for 2006-2016 is in preparation and must be consulted upon using the Special Consultative Procedure as prescribed in the Local Government Act 2002 and the Draft Plan 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

Councillors and Community Board representatives have been issued with a Draft Long Term Council Community Plan folder along with supporting material.

The folders contain the following sections:

Section A	Agenda and Chief Executive Officer's Overview
Section B	Unit Overview Reports (where appropriate)
Section C	Draft Long Term Council Community Plan Document Material
Section D	Additional Reports
Section E	Draft Unit Budgets

The accompanying supporting material will include the following material that will be circulated during the Deliberations:

- City Services Information Book
- Policies that require adoption as part of the Long Term Council Community Plan.

The folders will be updated at each of the Long Term Council Community Plan and Annual Plan Special Committee meetings with additional information that has been requested or is intended to be supplied to assist elected members in their decision-making.

Any issues arising from the scheduled Long Term Council Community Plan workshop on 21 February will also need to be further discussed.

It is expected that the Committee will work through Unit Overview Reports for various activities and through the circulated material. A timetable for presentation of Overview Reports will be distributed at the meeting and other reports required or requested will be circulated during the deliberations.

TIMETABLE FOR ADOPTION OF DRAFT AND FINAL LONG TERM COUNCIL COMMUNITY PLAN 2006-2016

The following timetable has been set for the adoption of the Long Term Council Community Plan 2006-2016.

DELIBERATIONS ON DRAFT LONG TERM COUNCIL COMMUNITY PLAN 2006-2016

Friday, 24 February 2006	9.30 am - 4.00 pm
Monday, 27 February 2006	9.30 am - 4.00 pm
Tuesday, 28 February 2006	9.30 am - 4.00 pm
Thursday, 2 March 2006	9.30 am - 4.00 pm
Friday, 3 March 2006	9.30 am - 4.00 pm
Wednesday, 8 March 2006	1.00 pm - 4.00 pm
Thursday, 9 March 2006	2.00 pm - 5.00 pm
Wednesday, 15 March 2006	9.30 am Council Adoption of rate requirement and work programme

The Plan is then 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 15 March 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 2006.

The Council adoption of the Long Term Council Community Plan document incorporating the Audit Report is scheduled for Friday, 7 April 2006, 9.30 am

SUBMISSION PERIOD

13 April 2006 Submissions Open
12 May 2006 Submissions Close

HEARINGS

Tuesday, 23 May 2006	3.00 pm - 9.00 pm
Thursday, 25 May 2006	3.00 pm - 9.00 pm
Friday, 26 May 2006	9.30 am - 4.00 pm
Monday, 29 May 2006	9.30 am - 4.00 pm
Tuesday, 30 May 2006	9.30 am - 4.00 pm
Friday, 2 June 2006	9.30 am - 4.00 pm

DELIBERATIONS ON FINAL LONG TERM COUNCIL COMMUNITY PLAN 2006-2016

Friday, 16 June 2006	9.30 am - 4.00 pm
Monday, 19 June 2006	9.30 am - 4.00 pm
Tuesday, 20 June 2006	9.30 am - 4.00 pm
Wednesday, 21 June 2006	9.30 am - 4.00 pm
Friday, 23 June 2006	9.30 am - 4.00 pm

The Council adoption of the Long Term Council Community Plan is scheduled for Friday, 30 June 2006, 12.00 noon, incorporating the final Audit Report.

CONCLUSION

The timetable to consider information and content for inclusion in the Draft Long Term Council Community Plan 2006-2016 has been provided.

The scheduled approval of the Draft Long Term Council Community Plan 2006-2016 is on 7 April 2006. This will ensure that the statutory requirement to adopt the final Long Term Council Community Plan by 30 June 2006 will be met.

RECOMMENDATION

That the report on the Long Term Council Community Plan, incorporating the Annual Plan process and timetable be received.

Report prepared by: Andrew Pollock, Director: Finance.



5 CHIEF EXECUTIVE OFFICER'S OVERVIEW

This report was not available at time of printing and will be circulated separately.

