
DRAFT LONG TERM COUNCIL COMMUNITY PLAN 2006 –2016: PROCESS OUTLINE

1. Purpose of Report

This report provides an outline of the Draft Long Term Council Community Plan 2006 – 16 (LTCCP) process to date. It also covers the approach to the deliberations on Council's activities and outlines the next steps in the process.

Note that an overall view of the rates requirement is attached as appendix one.

2. Recommendations

It is recommended that the Committee:

1. *Receive the information.*

3. Background

3.1 Statutory basis

The Council is required to adopt an LTCCP by 30 June 2006. The special consultative procedure must be used to adopt the LTCCP.

At its simplest the purpose of the LTCCP is to provide a collection of statements that describe the level of service for each of the Council's activities for the next three years. These are set in the context of the community's long term aspirations, the Council's priorities and budgetary projections. They are underpinned by a collection of funding and financial policies.

Legislation also requires the draft LTCCP to be audited. Officers have been working alongside Audit NZ as the plan has been developed. It is anticipated that Audit NZ will complete its review following the deliberations and issue its report in time for Council's formal adoption of the draft LTCCP on 22 March 2006.

3.2 Process to date

The current planning round began well over a year ago. The process commenced with the development of community outcomes and preliminary meetings on the Wellington Regional Strategy.

Following the setting of community outcomes the Council formulated its response – agreeing to 13 long term outcomes and 23 priorities for the coming three years.

These guided the development of business plans and the identification of priority responses (new initiatives). In turn project budgets and Asset Management Plans¹ were assessed and prepared. At the same time management commenced a review the capital expenditure programme.

An outline of the priority responses and a preliminary forecast position were presented to a workshop in December. Full business cases for each priority response and an outline of the budget position, including forecasting scenarios, were then presented to a workshop in February.

Two complementary streams of work have run parallel to these steps. The Revenue and Financing Policy has been reviewed and year one of the Activity Reviews² has been progressed. These steps have been overseen by the Funding and Activity Review Working Party.

Four new proposals have been received and reviewed by officers and are presented to the deliberations for the first time. These cover the Indoor Sports Centre, the Zoo, Positively Wellington Business, and Wellington Museums Trust.

The process has also provided the opportunity to review a number of policies that are required to be contained in an LTCCP. These are provided elsewhere on this agenda.

3.3 Decisions required in relation to activities

The following section of the agenda requires the committee to make decisions on six distinct matters. These are as follows:

Components	Report
1. Priority responses: the committee is asked to agree the projects that will contribute to the achievement of the Council's 23 strategic priorities	5.A
2. New proposals: the committee is asked to consider the following proposals for inclusion in the LTCCP: Indoor Sports Centre, the Zoo, Positively Wellington Business, and Wellington Museums Trust.	5B – E
3. Revisions to the CAPEX programme: the committee is asked to agree changes to the results of the CAPEX review.	5.1
4. Savings and revenue generation options: the committee is asked to agree to project savings and changes to fees and charges. These have either been identified by officers and were initially presented to the February workshop or in the case of some fee changes were driven out of the work of the Funding and Revenue Working Party.	5.2

¹ Each of the Council's Asset Management Plans is being externally peer reviewed. This is occurring over a three year period, with roughly a third being reviewed each year. The process started last year. The report of this year's external review will be presented to the deliberations.

² As part of the wider planning and policy process each of the Council's activities are being extensively reviewed. Given the complexity of work involved the reviews have staggered over a three year period. The Strategy and Policy committee received the first set of reviews in mid February.

Components	Report
5. Activity statements: the committee is asked to agree the ‘business as usual’ programme and the indicators and measures that will be used to monitor the Council’s levels of service and achievement towards its long term outcomes. Note that these statements will need to be revised by officers to reflect the earlier decisions of the committee.	5.3
6. Council controlled organisation schedule: the committee is asked to agree to a table that details the nature and scope of each organisation and key performance targets for each. This is included for compliance reasons and to highlight the objectives to the public.	6

3.3.1 Consequential decisions

Once the committee has made its decisions (recommendations to Council) it will need to affirm the Financial Statements and the Funding Impact Statements. The recommendations for these are provided for within Report 7 *Business as Usual: Financial Forecasts and Funding Impact Statement*.

4. Next steps

Following the deliberations officers will prepare reports for Council’s approval. The Council will be asked to adopt the ‘statement of proposal’. This will involve officers revising the activity statements and the financial tables and statements to reflect the decisions of committee. It will also require officers to work with Audit NZ to provide them the necessary comfort they require to issue their report.

Audit NZ are scheduled to present their report at Council on 22 March 2006.

The ‘statement of proposal’ will include some items that have been previously agreed by committee (and have not been presented to the deliberations). The ‘statement of proposal’ for Council adoption will include:

A description of the community outcomes process

A description of the activities of the Council presented by strategy area:

- performance measures
- budgets

Draft Funding and Financial Policies:

- the liability management policy
- the investment policy
- the rates remission policy
- the rates postponement policy
- the policy on partnerships with the private sector.
- the revenue and financing policy
- the development contributions policy

A summary of the significance policy

A summary of the last assessment of Water and Sanitary Services and Waste management plan

The Council Controlled Organisation schedule

The forecast financial statements
The funding impact statement
The report of the Council's Auditors.

Following Council's adoption the draft Long Term Council Community Plan publication and summary, publication will be produced under delegation. These will form the basis of consultation that is set to run between 12 April and 12 May. Once submissions have been considered, the Council will be asked to adopt the final LTCCP in late June.

5. Conclusion

An outline of the planning process and the approach to the next section of the deliberations has been provided.