
REPORT 5.3

(1215/52/IM)

**DRAFT LONG TERM COUNCIL COMMUNITY PLAN 2006
– 16: ACTIVITY STATEMENTS**

1. Purpose of Report

This report provides a set of statements covering each of the Council's activities for inclusion in the Draft Long Term Council Community Plan 2006 – 16 (LTCCP). The statements are presented by strategy area and include the Council's outcomes and priorities, the outcome indicators, and the performance measures and budgets for each activity.

2. Recommendations

It is recommended that the Committee:

1. *Receive the information.*
2. *(a) Note that the activity statements are subject to change as a result of decisions made on other reports on this agenda; and*

(b) Note that the financial tables at the end of each chapter were prepared on a 'business as usual' basis and that the text refers to new initiatives but in all other aspects reflects 'business as usual'; and

(c) Note that changes resulting from decisions on new initiatives and capacity creation will be reflected in the final statements that are presented to Council on 22 March 2006.

(d) Note that Audit NZ will review these statements and (if required) any changes that arise from the audit review will be presented to Council on 22 March 2006.
2. *Recommend to Council that it agree that the following be included in the draft Long Term Council Community Plan 2006 - 16:*
 - i. *Urban development chapter (including Council outcome indicators, and activity statements made up of performance measures and activity budgets).*
 - ii. *Transport chapter (including Council outcome indicators, and activity statements made up of performance measures and activity budgets).*
 - iii. *Economic development chapter (including Council outcome indicators, and activity statements made up of performance measures and activity budgets).*

- iv. *Environmental chapter (including Council outcome indicators, and activity statements made up of performance measures and activity budgets).*
- v. *Cultural wellbeing chapter (including Council outcome indicators, and activity statements made up of performance measures and activity budgets).*
- vi. *Social and recreation chapter (including Council outcome indicators, and activity statements made up of performance measures and activity budgets).*
- vii. *Governance chapter (including Council outcome indicators, and activity statements made up of performance measures and activity budgets).*

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. It provides the framework for Council to describe:

- what it wants to achieve for Wellington
- what it will deliver
- how its activities will be funded
- how performance will be measured.

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 present its report on 22 March 2006. Note that, if required, any changes that arise from this will be presented to Council.

3.2 Structure of Activity Statements

The Council's planning and reporting structure is comprehensive and complex. These chapters have been structured to ensure that they present information in a way that is easy to follow and understand. The simplest and most effective way to achieve this is to provide a consistent approach and present (to the extent that it is practicable) all the pertinent information for each activity in one place.

The alternative of grouping all the component parts together¹ (for instance grouping all performance measures in a table) can be cumbersome for the readers as relevant information is interspersed. It can impact on the readers' comprehension.

Presenting the information as it is as it is set out in the following pages allows the public to draw a meaningful assessment of the Council's proposed level of service for each activity.

¹ Note that the activity financial tables have been grouped for committee. Once agreed the tables will be separated and the first three years of each activity will be provided at the foot of each activity description. The 10 year projections will be provided in a table at the end of each chapter.

3.3 Current content and the need to reflect committee decisions

The activity statements have generally been prepared on the 'business as usual' basis. The exception to this approach is that new initiatives have been included in the draft text. These have been included on the basis that they have been subject to scrutiny at workshops and that their inclusion provides a sense of how the Council may deliver on its priorities. Their inclusion in no way anticipates the committee's decision and they will need to be reviewed or deleted following the committee meeting taking account of the decisions that are made.

The activity financial tables do not contain the new initiatives nor do they contain any of the savings options or recommendations on the CAPEX programme. These will be updated following the committee's decisions and final tables will be presented to Council on 8 March 2006.

3.4 Components of the following chapters

The Council's work is divided into seven subject areas: urban development; transport; economic development; environmental; cultural well-being; social and recreation; and governance. Each of these will form a chapter in the Draft LTCCP. The component parts of these are as follows.

3.4.1 Strategy trees

The strategy trees are a schematic showing how the community's aspirations cascade down to the work that the Council undertakes. They are a shorthand visual way of explaining the strategic thinking behind our work. They are structured around primary linkages only. Often the activities and projects of the Council will contribute to the achievement of more than one outcome. These linkages are considered as part of the decision making process of the Council. Trying to replicate the secondary and tertiary links here would be cumbersome and potentially confusing for the reader.

The strategy trees have been previously presented to the Workshop on 15 February and have formed the 'table of contents' for each of these subject areas. They were also used as the basis for the work of the Activity Review and Funding Working Party.

3.4.2 Outcomes and priorities

Each chapter provides the formal elements of the draft strategies - the strategic outcomes and associated explanations and the priority statements as they were agreed by committee. These are presented towards the front of each chapter as they provide an important context for the detail that follows. As the committee has previously agreed to these no decision is required here.

3.4.3 Council outcome indicators and performance measures

The Council's formal performance measurement framework is structured across three tiers:

- Community outcome indicators: these will aim to monitor trends on a city-wide basis reflecting on the contribution of other agencies. These are to be developed.²
- Council outcomes indicators: these monitor the extent to which Council is achieving its long term outcomes – overtime
- Activity performance measures: these provide for measurement of the Council's anticipated levels of service.

Both the Council outcome indicators and the activity performance measures are provided here for approval. These are presented within each chapter.

The Council outcome indicators are detailed within the introductory sections under the heading "How we'll measure progress towards these outcomes".³ The activity performance measures and associated targets are detailed beneath each activity.

3.4.4 Significant negative effects

Legislation requires the Council to identify any significant negative effects that may arise from its activities. Where these have been identified they are noted as part of the introductory sections.

3.4.5 Activity descriptions

The activity descriptions have been presented in a consistent structure throughout. They are intended to provide a picture of what we do in the area and why we it is important. Placed alongside the performance measures they provide an outline of the level of service expected for each activity.

Where we own an asset that supports the activity the general approach to managing these is outlined. This is a requirement of legislation as is the need to link our activities to the community outcomes (as is done at the foot of each statement about "why it's important").

3.4.6 Activity budgets

As noted earlier these are presented on an inflation adjusted 'business usual basis'. They will be amended to reflect the decisions that arise during the deliberations. Refer to Report 7 *Business as Usual: Financial Forecasts and Funding Impact Statements* for more information.

4. Conclusion

A collection of activity statements based around strategy areas has been presented for the committee's review and approval. These form the body of the LTCCP and are an important means of communicating to the public the goals and aspirations fo the Council.

² The Council is required to report on these once every three years. The process is under development and the Council will draw on its work in the Quality of Life project, the Wellington Regional Strategy, and its own indicators as a proxy until the city wide indicators can be set in association with other agencies.

³ Please note that these and the overall process were discussed in a paper to the Strategy and Policy committee on 15 February. The committee agreed to lie that paper on the table to consider the indicators here.