

A SECTION BY SECTION GUIDE

Financial Overview

These pages (pages 10 to 13) explain how the Council's long term financial strategy ensures that large infrastructure costs and the funds borrowed to pay for these costs are manageable in the context of the day to day running of the Council's operations. The Council uses a strict set of well-established financial guidelines to maintain this strategy. These are outlined here, along with a summary of future financial projections into the next century.

Service Level & Programme Changes

This section (pages 16 to 21) summarises the differences between this Plan and the 1997 Edition of the Plan. The individual items have been listed in bullet point form under the following headings:

- committed costs
- cost increases due to growth
- new operating initiatives
- new capital initiatives
- efficiency gains

Also included in this section are those capital projects which have been deleted from the 5 year programme. These projects were included in the 1997 Plan and have, for reasons noted alongside each project, been deleted.

Plans for Customer Service Activities, Corporate Service Providers, Other Organisations and Trading Activities

This section (pages 22 to 61) outlines and provides a budget for each of the Council's services. Included are the infrastructure services, such as city streets, parks, sewerage and waterways; cultural, community and recreational services such as the art gallery, museum, libraries and Council housing; and the Council's trading enterprises such as Southpower, the Lyttelton Port Company and the Christchurch International Airport Company. For each activity or organisation, all new services are described.

For the Council activities the budgets have been summarised on an output class basis. Output classes are best described as groups of related or similar goods or services. Any revenue relating to an output class is matched against the expenditure.

The performance indicators include a mix of measures in terms of quantity, quality, timeliness, etc. Each indicator is related back to a specific objective and indicates whether the objective or specified progress towards it has been achieved. For Objective 1 Performance Indicators 1.1, 1.2 etc are relevant, Objective 2 Performance Indicators 2.1, 2.2 and so forth.

The capital expenditure which relates to each activity is summarised separately below the Cost of Service Statement.

The three categories used to classify capital expenditure are:

- Renewals and Replacements - Maintaining existing assets. Necessary to sustain agreed levels of service.
- Asset Improvements - Capital expenditure that improves or adds to the level of service of existing assets.
- New Assets - Works or purchases creating wholly new assets.
- Capital Funding - Reflects a capital contribution - eg Lancaster Park Redevelopment

Forward Capital Programme

This section (pages 62 to 81) itemises what capital improvements are scheduled throughout the city for the next five years, and how much is budgeted for each. It includes infrastructural renewals and replacements such as to streets, parks and water services; as well as developments to improve sports, leisure, recreation, community, economic and environmental services.

Community Board Funded Projects

This section (pages 82 to 85) itemises Community Board funded projects. These projects, which relate to each Community Board area, include new operating initiatives as well as expenditure on neighbourhood parks and suburban streets.

Supporting Information

This section (pages 86 to 100) contains the budgeted financial statements, a list of proposed fee changes for various Council services, the Equal Employment Opportunity Programme for 1998/99 and a glossary of terms. A directory of Council Service Centres is detailed on the back cover.

For those who would like to make a submission or enter our Annual Plan competition, there are three tear out forms at the back of this booklet. The forms are:

- the Annual Plan Submission Form
- the Lancaster Park Redevelopment Submission Form
- the Annual Plan Competition Entry Form