

5. PLAN FOR PREPARING THE LONG TERM COUNCIL COMMUNITY PLAN FOR THE 2006/07 FINANCIAL YEAR

Officer responsible Director of Information	Author Rex Harrison, DDI 941-8479
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The purpose of this report is to advise members of the steps needed to prepare the Council's Long Term Council Community Plan (LTCCP) for the 2006/07 financial year.

BACKGROUND

The 2006/07 LTCCP will be the first "full" long term council community plan prepared by the Council. As such, the following considerations will apply:

- Community outcomes will be identified by a comprehensive process of community engagement.
- The process for community engagement will be designed in consultation with key agencies. That is, there will be two consultative processes – one for designing the process of engagement, and the other for the engagement itself.
- The LTCCP – both draft and final – will be subject to audit. The audit will cover the extent to which the statement complies with the Act, the quality of information and assumptions underlying forecasts in the LTCCP, and the usefulness of the information for comparing actual with stated performance. The audit is excluded from commenting on the merits of any policies in the LTCCP.

TIMING

The following is a list of key tasks and the dates by which they must be completed in order to have the LTCCP adopted by the Council by 30 June 2006.

The present version may be regarded as a "worst case" scenario. In particular, the time required to audit the draft and final LTCCP documents is unknown. A pessimistic view has been taken to ensure all tasks are completed on time.

The key dates will be revised as information comes to hand from Audit New Zealand and in the light of experience gained preparing the 2004/05 interim LTCCP.

Task	Completed by
Design process for identifying community outcomes	
Identify and contact key organisations	Mid November 2003
Design the process, including engaging with key organisations during design	Early August 2004
Identify community outcomes	
Engage with the community	Early March 2005
Complete draft of community outcomes	Mid May 2005
Prepare draft LTCCP	
Council business plan, policy statements, etc	Mid October 2005
Elected member review/audit	Late January 2006
Special consultative procedure	
Plan open for submissions	Late February 2006
Public submissions close	Late March 2006
Hearings completed	Early May 2006
Amend and adopt the LTCCP	
Amend the plan following hearings/audit	23 June 2006
Council adopts LTCCP for 2006/07	30 June 2006

COLLABORATION

Many of the key agencies will "span" more than one local authority. Obvious examples include the Police, the District Health Board and the Chamber of Commerce.

The Canterbury Forum at its meeting of 18 May endorsed a plan for participating authorities to work together when collaborating with such “spanning” key agencies. Details of the plan will be submitted to each Council for formal adoption, hopefully during June.

Key elements of the plan are:

- The work of engaging with key agencies and the visioning work currently being done by Future Path Canterbury will both come under the governance of the Canterbury Forum.
- The project will be overseen by a steering team of elected members and senior managers. Day-to-day management will be in the hands of a convener assisted by a project administrator.
- The assignment of the project is to facilitate collaboration with key agencies where their interests span several authorities, and to complete the region-wide visioning process.
- Responsibility for engaging with their own key agencies and communities, and preparing their respective LTCCPs, remains with individual authorities.

NEXT STEPS

A more detailed work plan and a candidate list of key agencies will be submitted to the Committee for its approval in August, once work on the 2004/05 LTCCP has been further progressed and timing can be refined.

Staff

Recommendation: That the information be received.

Chairperson’s

Recommendation: It is important that the Council give recognition and consideration during the development of its LTCCP to the content of policy objectives of other key agencies to ensure an integrated process of all planning and objective setting is met.