

2. COMMITTEE TERMS OF REFERENCE

Responsibility Chairperson, Community Plans Special Committee	Author Councillor Ingrid Stonhill
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The purpose of this report is to recommend to the Council changes to the Community Plans Special Committee's terms of reference.

BACKGROUND

In April 2003 the Council delegated to this Committee the following responsibilities in relation to Council's Long Term Council Community Plan (LTCCP):

That the Community Plans Special Committee develop a framework for engagement with other bodies, particularly public agencies, and in collaboration with them with the community at large for the 2006 Long Term Council Community Plan.

That this framework cover social, cultural, economic, and environmental outcomes and be considered at a joint seminar with the Strategy and Finance Committee in April 2004 and reported to the Council in May 2004.

Work on this framework for the 2006/07 LTCCP needs to begin soon, and as the briefing by Rex Harrison on the 2004/05 process noted, it needs to recognise and learn from the work done on the 2004/05 "transitional" LTCCP.

Both staff and elected members have informally reflected on the importance of good process in developing a high quality LTCCP which enjoys wide support within and beyond the Council. It is critical that Standing Committees, Community Boards and the Council as a whole have at their disposal a well developed process and timetable, accompanied by clear and concise guidance notes and explanatory information. This is so that all involved can play their part in what will be an intricate process to craft the LTCCP, involving extensive engagement across and beyond the Council.

TERMS OF REFERENCE

With this in mind and following discussion with the Mayor I propose that the Community Plans Special Committee's Terms of Reference be modified to specifically focus on the LTCCP process design and its co-ordination.

Recommendation: That the Community Plans Special Committee's terms of reference be modified as follows:

- Develop and recommend to the Council the timetable, processes and guidance information for preparing the Statement of Community Outcomes for the Long Term Council Community Plan.
- Monitor and evaluate on behalf of the Council the 2004/05 process and advise on improvements for 2006/07.
- Advise and work with Standing Committees and Community Boards on their respective roles in the development of the Statement of Community Outcomes for the LTCCP.
- Develop and recommend to the Council the framework for engagement with other bodies, (including the Canterbury Forum), and the community at large for the Statement of Community Outcomes for the first full LTCCP in 2006.