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The purpose of this report is to assist the Board to determine a process for preparing, forwarding and presenting a submission to the Council's draft 1999 Annual Plan.

The following programme of consultation for this year's Plan applies:

|          |                                       |
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| 26 April | Draft Plan was adopted by Council     |
| 17 May   | Draft Plan was released to the public |
| 18 June  | Submissions to Plan are to close      |
| 5-9 July | Submissions to be heard               |
| 23 July  | Council to adopt final Plan           |

The release of the draft document was on 17 May; the Board's next meeting on 30 June is too late to finalise any draft prepared.

The initial task in developing a submission is one for the Finance and Policy Committee. To this end a meeting for this purpose has been scheduled for June and it is now proposed that the Committee be provided power to act to finalise a submission. All members are invited to attend the 8 June meeting for input as appropriate, and it is proposed that the submission prepared following the June meeting be circulated to members for any final comment prior to forwarding to the Council for its later consideration.

It is also appropriate that the Board resolves as to the members who will attend that hearing for presentation purposes.

At the elected member seminar (Friday 14 May) the Director of Finance included in his presentation various overhead slides which highlighted the key points of the Draft Plan. These, together with the Draft Plan document are important resource items for the Committee when it develops its submission.

- Recommendation:**
1. That the meeting of the Board's Finance and Policy Committee to be held on Tuesday 8 June to prepare the submission on the 1999 Draft Annual Plan, be given power to act to compile the submission on behalf of the Board.
  2. That the Chairperson of the Board, and Chairperson of the Finance and Policy Committee be appointed to present the Board submission to the Council's Annual Plan Working Party.

**Chairperson's Recommendation:** That the officers recommendations be adopted.