

## 6. ANNUAL PLAN

<b>General Manager responsible:</b>	General Manager Corporate Services
<b>Officer responsible:</b>	General Manager Corporate Services
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### PURPOSE OF REPORT

1. To decide how best to present the final 2005/06 Annual Plan.

### EXECUTIVE SUMMARY

2. (a) Consideration has been given to how best to present the Final 05/06 Annual Plan.
  - (b) The Draft Annual Plan is some 110 pages in length with most of the pages duplicating what is in the LTCCP. We had looked at trying to have a slimmer document by making reference to the LTCCP within the various sections of the Annual Plan. However, audit advice was that we would likely be in breach of the requirements of the LGA 2002.
  - (c) The Act, however, is silent on what is required to be in the Final Annual Plan.
  - (d) We have therefore prepared a mock-up of a Final Annual Plan that does exclude a number of sections that while required for a draft, we believe do not add value to the final. This mock-up is separately enclosed (limited circulation) and is some 30 pages less than the draft.
  - (e) Staff would still need to make a number of word changes and include certain references to the LTCCP to the mock-up.
  - (f) We have asked Audit as to whether this approach would breach the Act – our belief is that it would not. The following is the response from Audit NZ:

*“Roy, at our meeting last Monday I undertook to get back to you on two questions:*

1. *Could Council remove content from the draft plan where it was identical to the LTCCP, including references to that information instead?*
2. *If, in our opinion, Council was not able to remove this content, and chose to do so, what would our response be?*

*The advice I have received closely follows my comments to Councillor Cox and you last Monday. S85(2) of the Local Government Act 2002 states Council **must** include in the draft Annual Plan the information required under clause 2(2) of schedule 10. This includes a statement on the intended levels of service provision for the groups of activities, including performance targets and other measures. Due to the way in which Council structured the 2004/05 LTCCP this means that all the performance information was relevant to the 2005/06 year. This information was included in the draft plan.*

*If Council did not include this in the draft plan, it would not have complied with S85(2). In our opinion, the inclusion of the performance information is also consistent with the purpose of the Annual Plan contained in S95 - particularly 95(5)(c) and (d). Consequently, we believe the removal of this information from the final plan is inconsistent with S85(2) and the purposes of the Annual Plan. Removal of this information also means that as an accountability document, the plan is incomplete. The reader of the final plan would need to refer to another document to locate the additional information Council is bound to report against in the annual report. There is also the question over Council's ability to vary the content of the plan where there is no mandate to do so from the consultation process.*

*Having said all this, if Council was to remove the performance measures from the final plan and refer the reader back to the adopted LTCCP, we would write to Council on this issue, explaining why we believed it was necessary both in terms of the legislation and conceptually though Council removing content already provided to the public for consultation. However, as advised, this would not constitute a serious enough issue to require reporting in the audit opinion.”*

**OPTIONS**

3. (a) Produce the Final Annual Plan along the lines of the mock-up.
- (b) Produce the Final Annual Plan on the same basis as the draft.

**STAFF RECOMMENDATIONS**

It is recommended that the Council produce an Annual Plan based on the mock-up.