

## COMBINED PORTFOLIOS COMMITTEE

### TO THE CHAIRPERSON AND MEMBERS

#### MEMBERSHIP

- Cr T K Burke – Council Chairperson
- Cr R A Budd – Chair, Air Quality/Energy Portfolio Committee
- Cr A S Carroll
- Cr E H Cunningham
- Cr R H M Johnston – Chair, Pests and Biosecurity Portfolio Committee
- Cr R M Kirk – Chair, Coastal Environment/Navigation Safety Portfolio Committee
- Cr R I R Little – Chair, Land, Biodiversity/Waste, Hazardous Substances and Contaminated Sites Portfolio Committee
- Cr A R McKay – Chair, Hazards/Emergency Management Portfolio Committee
- Cr A G Neill
- Cr M E Oldfield – Chair, Water Quality, Quantity & Ecosystems Portfolio Committee
- Cr J F Slee
- Cr N J Wagner – Chair, Public Passenger Transport Portfolio Committee
- Cr J M Waters – Chair, Regional Land Transport Portfolio Committee
- Cr W E Woods

A meeting of the Committee will be held on

**Wednesday, 23 August 2006 at 1:30 p.m.**

**VENUE:** Council Chamber  
First Floor  
Pegasus Building  
58 Kilmore Street  
**CHRISTCHURCH**

**BUSINESS:** As per Order Paper attached

Dr Bryan Jenkins  
**CHIEF EXECUTIVE**

**RECOMMENDATIONS IN REPORTS ARE NOT TO BE TAKEN  
AS COUNCIL POLICY UNTIL ADOPTED BY COUNCIL**

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## COMPLIANCE WITH LOCAL GOVERNMENT ACT 2002 DECISION-MAKING REQUIREMENTS

Except as below, a statement of compliance and a completed decision checklist is required for any agenda item on a council committee or the council recommending that a decision be made. This will be the responsibility of the person signing off the agenda item.

### The compliance statement and checklist will not be used for:

- Recommendations that information be received or that the Council make a decision.
- Decisions taken under the Resource Management Act 1991 or the Biosecurity Act 1993 in relation to resource consents, decisions required when following the procedures set out in Schedule 1 of the Resource Management Act 1991, other permissions, submissions on plans, or references to the Environment Court.
- Decisions taken to proceed with enforcement procedures under various primary or secondary legislation or regulations, including procedures under the Resource Management Act 1991, the Biosecurity Act 1993, the Local Government Act 2002, and Environment Canterbury Bylaws.
- Administrative and personnel decisions that are entirely internal to Environment Canterbury.
- Other decisions where the procedures to be followed are set out in Legislation.

### COMPLIANCE STATEMENT

The council committee (or the council) must formally certify that:

- (a) It is satisfied that it has sufficient information about the options and their benefits and costs, in terms of the region's social, economic, environmental and cultural well-being and the effects on community outcomes, bearing in mind the significance of the decisions.
- (b) It is satisfied that it knows enough about and has given adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decision.

### INFORMATION CHECKLIST

(a)	A Statement of the Proposed Decision
(b)	A Statement of the Objective of the Proposed Decision and the Issue or Problem being addressed
(c)	A list of all reasonably practicable options, (including doing nothing).
(d)	For each option in (c): An evaluation of the Benefits and Costs, in terms of the region's social, economic, environmental and cultural well-being.
(e)	For each option in (c): A statement of the extent to which community outcomes would be promoted or achieved in an integrated and efficient manner.
(f)	For each option in (c): A statement of the Impact, if any, on Environment Canterbury's capacity to undertake its statutory responsibilities
(g)	If the Proposed Decision is a significant decision in relation to land or a body of water, a statement of how Maori values have been taken into account
(h)	A Statement of significant inconsistencies, if any, with any Existing Policy, Plan or Legislation arising from the Proposed Decision.
(i)	A statement how the views and preferences of affected or interested persons have been given adequate consideration during the definition of the problem or issue, the objective, the assessment of options and the development of the proposed decision, including the particular contribution of Maori to the decision-making process.

### Notes:

The significance of proposals and decisions determines how much time, money and effort is put into exploring and evaluating options and obtaining the views of affected and interested parties. The significance of proposals and decisions is determined through reference to criteria contained in the policy on significance.

The policy on significance together with Section 76 of the Local Government Act 2002 set out the Council's requirements in relation to decisions. Some decisions can only be made through the Long-Term Council Community Plan, or after the Special Consultative Procedures set out in the Act have been used, (refer to the policy on significance and the Act).

All decisions of Environment Canterbury are subject to the decision-making requirements of section 76 of the Act unless inconsistent with specific requirements of other legislation.

**ENVIRONMENT CANTERBURY**  
**COMBINED PORTFOLIOS COMMITTEE**

**ORDER PAPER**

1. APOLOGIES  
Leave of Absence – Cr Kirk
2. MINUTES OF MEETING – 15 August 2006 (to be tabled)
3. MATTERS ARISING
4. DEPUTATIONS AND PETITIONS

**(a) Democratic Process**

**MATTER FOR COMMITTEE DECISION**

5. 2007/08 ANNUAL PLAN

**MATTER FOR COMMITTEE DECISION**

6. COMMUNICATION STRATEGY

**(b) All Portfolios**

**MATTERS FOR RECOMMENDATION TO THE COUNCIL**

7. 2007/08 ANNUAL PLAN: REVIEW OF PORTFOLIO COMMITTEE RECOMMENDATIONS
8. NOTICES OF MOTION
9. EXTRAORDINARY AND URGENT BUSINESS
10. QUESTIONS
11. NEXT MEETING – 22 November 2006

<b>AGENDA ITEM NO: 5</b>	<b>SUBJECT MATTER: 2007/08 ANNUAL PLAN</b>
<b>REPORT:</b> Combined Portfolios Committee	<b>DATE OF MEETING:</b> 23 August 2006
<b>FILE REFERENCES:</b>	<b>PORTFOLIO:</b> Democratic Process <b>PROJECT:</b> – <b>OUTPUT:</b> –
<b>REPORT BY:</b> Rob Phillips Democratic Process Portfolio Manager	<b>ENDORSED BY:</b> Wilma Falconer, Director External Relations

## PURPOSE

1. To begin the process to develop the 2007/08 Annual Plan.
2. To bring the Portfolio Committee up to speed with the LTCCP activities, work programmes and levels of service.
3. To consider matters referred to the committee arising from the Finance and Audit Committee's review of the Draft 2006-16 LTCCP.
4. To identify matters to be canvassed with key stakeholders for feedback prior to confirming priorities for trade-offs or deferrals in relation to LTCCP activities, work programmes and levels of service.
5. To provide clear guidance and direction on priorities for trade-offs or deferrals in relation to LTCCP activities, work programmes and levels of service, if any, to the Combined Portfolios Committee.

## ATTACHMENTS

Tables showing:

- LTCCP budgets 2006/07 and 2007/08
- LTCCP Funding Summary 2006/07 and 2007/08

Other documents referred to in this report include:

- The 2006-16 LTCCP **(please bring your own copy to the meeting)**
- Project Levels of Service and Funding for 2006/07 **(please bring your own copy to the meeting)**

## BACKGROUND

The council is required to prepare and adopt an annual plan each year that contains the proposed budget and funding impact statement for that year. The purpose of the annual plan is to identify any variation from the financial statements and funding impact statement included in the LTCCP. It is not intended to review the Council's 10-year LTCCP work programmes.

The 2006-16 LTCCP includes forecasts of activities, work programmes, budgets and levels of service for the 2007/08 year. Summarised details of work programmes and budgets can be found in the attached spreadsheet.

## OPPORTUNITIES FOR COUNCILLOR INPUT

This meeting is the first of three opportunities for councillors to substantially influence the draft 2007/08 Annual Plan. The second opportunity will be at the November round of portfolio committee meetings. **The last opportunity is at the November council meeting** when recommendations from portfolio committees are adopted and staff start detailed budgeting.

## MATTERS ARISING FROM THE FINANCE AND AUDIT COMMITTEE'S REVIEW OF THE DRAFT 2006-16 LTCCP

Following the review by the Finance and Audit Committee, the following matters are referred to this portfolio committee for consideration.

**TABLE 1: Finance & Audit Committee Review**

1. SERVICE DELIVERY					
OPPORTUNITIES FOR COST EFFICIENCIES	CONSEQUENCES	CURRENT LTCCP	PROCESS:	PROGRESS OUTSIDE THE CURRENT LTCCP PROCESS	F & A COMMITTEE RECOMMENDATION
		<i>COULD INCLUDE NOW.</i>	<i>NEED TO CONSULT AGAIN</i>		
<b>DEMOCRATIC PROCESS</b>					
<ul style="list-style-type: none"> <li>Outsourcing of service provision.</li> </ul>	<ul style="list-style-type: none"> <li>Potential savings from further competitive tendering, high level of existing tendering. Increased contract administration?</li> </ul>			✓	Endorse.
<ul style="list-style-type: none"> <li>Support for broadband development.</li> </ul>	<ul style="list-style-type: none"> <li>Opportunities to deliver higher levels of service at same cost- improved communication with stakeholders, reaching more people more easily. Potential cost savings through electronic gathering of environmental data, resource consent compliance info, which would be freed-up for other work.</li> </ul>			✓	Endorse.

## ACTIVITY DESCRIPTIONS

The following table briefly sets out the work planned for this year and next year (the 2007/08 annual plan year). The right hand column flags possible shifts in direction for the annual plan year.

Refer also to the attached spreadsheet showing 2006/07 and 2007/08 LTCCP budgets. This lists the projects in each activity and identifies those potentially affected by trade-offs or deferrals required to accommodate the possible shifts in direction in 2007/08.

Further information on project levels of service for this year can be found in "Project Levels of Service and Funding for 2006/07".

**TABLE 2: Activity Descriptions**

Planned for this year 2006/07	Planned for the Annual Plan 2007/08	Possible shifts in direction for the Annual Plan 2007/08
<b>1. Investigations</b>		
Responding to official information requests	Same as 2005/06	None
<b>2. Policy making and planning</b>		
This involves holding council and committee meetings, support for the Chairman and councillor attendance at conferences  Preparing annual plans and reports and overall portfolio management.  Tangata Whenua liaison work continues.  Reviewing the Regional Policy Statement continues.	Same as 2005/06    Tangata Whenua liaison work will reduce as lwi management plans are Completed.	None      The review of the Regional Policy Statement may require additional resources to that budgeted . This will become clearer after a report on the review to the Council in October.
<b>3. Monitoring</b>		
Monitoring public awareness.	Surveying public awareness of ECan's work (every second year).	None
<b>4. Operations</b>		
Holding elections every 3 years. Note that the cost is spread evenly and held in the general reserve to smooth the impact in election years.  Providing public archive services.  Providing regional council services under contract to the Chatham Islands Council.	Same as 2006/07.	None
<b>5. Communicating, educating and advocating</b>		
Research has shown that people would become more involved in all Council consultation processes if they were aware of them. Budget provision has been made for additional communications resources	Same as 2005/06  Additional resources are budgeted for to allow for increased communication in priority portfolios such as water	Implementation of Customer Services review.

<p>to enable a more proactive approach to involving the community.</p> <p>Core work includes maintaining communications at the "corporate" level including, media responses and liaison, portfolio communications, provision of the web site, archives and public information e.g. Living Here. Other work includes education liaison and biennial Resource Management Awards. Note that portfolios each have specific education and communications budgets where for portfolio specific work e.g. Living Streams, air and public passenger transport programmes.</p> <p>Budget provision has been made for an increase in customer contacts (based on increases of 125% over the last 4 years). The provision of customer services is a key part of this function providing a link for the public to access information and advice on all Council work including advice on consent processes and Clean Heat. It also includes the provision of reception services in Christchurch and Timaru. People are increasingly changing the way they receive information. In the past they would attend public meetings but for many there is a high level expectation that information is available instantly either via the web or through contact with customer services staff.</p> <p>There is an increasing interest in the enviroschool programme.</p>	<p>No Resource Management Awards this year.</p>	
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## EXPANSION ON POSSIBLE SHIFTS IN DIRECTION

Further information on possible shifts in direction noted in Table 2 follows.

**TABLE 3: Possible shifts in direction**

Project number and name	Brief description	Indication of work that could be traded-off or deferred	Estimated change in budget	Impact on LTCCP levels of service
<b>DEMOCRATIC PROCESS</b>				
351 Advisory Services - Corporate	Implementation of Customer Services review	To be funded from within existing projects (\$20k)	None	None
704 Regional Policy Statement	Review of Regional Policy Statement may require additional resources	Staff will examine funding options	Too early to estimate	None

## **LTCCP LEVELS OF SERVICE**

There are 3 levels of service in the LTCCP for this portfolio that will be reported on each year in the annual report.

There are three reasons why LTCCP levels of service might need to be changed. Firstly, because a review of them may have found they are not fully within ECan's ability to control, secondly, the LTCCP signalled that additional measures and targets would be included in the 2007/08 Annual Plan and thirdly, the possible shifts in direction identified above will require a change.

### **Review of Levels of Service**

A recent review of LTCCP levels of service undertaken across all portfolios has found that some levels of service may not be fully within ECan's ability to control. Ideally, levels of service should relate to matters that ECan is solely responsible for and has the community mandate and budget for. Where ECan does not have this "ability to control", the actions of others could result in the target not being reached. Work on confirming which levels of service, if any, that need to be refined is continuing.

In this portfolio the levels of service are expressed in ways that are within ECan's ability to control.

### **Additional Measures and Targets Signalled in the LTCCP**

None

### **Impact of possible shifts in direction**

None

## **WHERE TO FROM HERE?**

It is proposed that on the completion of portfolio committee meetings, the Combined Portfolios Committee will review recommendations from each committee and compile a consolidated list of trade-offs or deferrals to be canvassed with key stakeholders to get feedback.

To enable the Combined Portfolio Committee to do this, this committee needs to:

- Identify matters it wishes to see canvassed with key stakeholders.
- Provide clear guidance and direction on priorities for trade-offs or deferrals in relation to LTCCP activities, work programmes and levels of service.

Stakeholder feedback will be reported back to the November portfolio committee meetings and which committees will make their final recommendations to the November council meeting on trade-offs or deferrals in relation to LTCCP activities, work programmes and levels of service, for staff to then undertake detailed budgeting for.

**Remember that the November council meeting will be the last chance to introduce substantial changes.**

## **RECOMMENDATION (Committee Decision)**

*That the Portfolio Committee notes there are no significant changes proposed for the 2007/08 Annual Plan requiring consultation with key stakeholders.*

## LTCCP BUDGETS AND FUNDING SUMMARY FOR 2006/07 AND 2007/08

**TABLE 5: Budgets 2006/07 & 2007/08**

ACTIVITY	PROJECT	2006/07 \$000	2007/08 \$000	% CHANGE	KEY SHIFT IN DIRECTION FOR 2007/08
<b>Democratic process</b>		7	7	2%	
<b>1. Investigations</b>		41	42	2%	
0206	Official Information Requests	41	42	2%	
020600	Official Information Requests	41	42	2%	
<b>2. Policy making and planning</b>		3,816	3,891	2%	
0201	Council & Committee Meetings	971	994	2%	
020101	Council/Committee Meetings - General	958	980	2%	
020104	Council/Committee Meetings - RLTC	4	4	3%	
020105	Area Committees	8	9	3%	
0204	Ratepayer Servicing	1,126	1,156	3%	
020400	Ratepayer Servicing	1,122	1,152	3%	
020402	Canterbury Mayoral Forum	4	4	4%	
0210	Long Term Council Community Plan	261	252	-4%	
021001	LTCCP - Content Preparation	82	81	-1%	
021002	LTCCP - Design and Publication	110	99	-10%	
021003	LTCCP - Finance	69	71	3%	
0234	Portfolio Management	817	847	4%	
023400	Portfolio Management	817	847	4%	
0235	Regional Strategy	113	116	2%	
023500	Regional Strategy	113	116	2%	
0277	Plan Implementation and Effectiveness Monitoring Systems	224	293	31%	
027700	Plan Implementation and Effectiveness Monitoring Systems	224	293	31%	
0704	Regional Policy Statement Review	304	234	-23%	
070400	Regional Policy Statement Review	304	234	-23%	May require additional funding.
<b>3. Monitoring</b>		23	6	-76%	
0218	Awareness Surveys	23	6	-76%	
021800	Awareness Surveys	23	6	-76%	
<b>4. Operations</b>		879	883	1%	
0208	Council Elections	101	110	9%	
020800	Council Elections	101	110	9%	
0221	Archives	134	137	2%	
022100	Archives	134	137	2%	
0271	Chatham Islands Council Services	644	637	-1%	
027101	CIC Finance - Policy Support	36	38	4%	
027102	CIC Finance - Rating Systems	31	32	4%	
027103	CIC Finance - Financial Reporting	32	33	3%	
027104	CIC Finance - Annual Planning/Budgeting	52	54	4%	
027105	CIC Finance - Annual Report	30	31	3%	
027106	CIC Finance - LTCCP/Annual Plan	21	22	3%	
027107	CIC Finance - Services	22	23	3%	
027108	CIC Resource Management	51	52	2%	
027109	CIC Consents	25	25	2%	
027110	CIC Monitoring	79	61	-23%	
027111	CIC Biosecurity - Border Control	73	75	3%	
027112	CIC Biosecurity - General	72	68	-6%	
027113	CIC Emergency Management	13	14	3%	
027114	CIC Maritime Safety	43	44	3%	
027115	CIC Training	6	6	2%	
027116	CIC Education	16	16	2%	
027117	CIC Other	41	42	2%	
<b>5. Communicating, educating and advocating</b>		2,420	2,468	2%	
0202	Public Information- Corporate	846	945	12%	
020201	Public Information- Corp General	240	316	32%	
020208	Public Information- A & P Corporate	84	87	3%	
020213	Public Information- Exhibition Room Display	144	145	0%	
020217	Public Information - Living Here	223	230	3%	
020218	Public Information - Internet Development	82	92	12%	
020220	Public Information- Consents	23	24	3%	
020221	Internal Communications	50	52	4%	
0207	Liaison Tangata Whenua	135	77	-43%	
020700	Liaison Tangata Whenua	135	77	-43%	
0211	Publicity	216	223	3%	
021101	Publicity	216	223	3%	
0212	Education Liaison	194	198	2%	

ACTIVITY	PROJECT	2006/07 \$000	2007/08 \$000	% CHANGE	KEY SHIFT IN DIRECTION FOR 2007/08
021200	Education Liaison	158	161	2%	
021201	Enviroschools	36	37	2%	
<b>0213</b>	<b>Resource Management Award</b>	<b>73</b>	<b>36</b>	<b>-51%</b>	
021300	Resource Management Award	73	36	-51%	
<b>0216</b>	<b>Annual Report</b>	<b>201</b>	<b>205</b>	<b>2%</b>	
021602	Annual Report - Design and Publication	74	75	1%	
021603	Annual Report - Finance	127	131	3%	
<b>0231</b>	<b>Internet Site Maintenance</b>	<b>60</b>	<b>68</b>	<b>13%</b>	
023100	Internet Site Maintenance	60	68	13%	
<b>0232</b>	<b>Communications Strategy Development</b>	<b>67</b>	<b>70</b>	<b>4%</b>	
023200	Communications Strategy Development	7	7	4%	
023203	Portfolio Strategic Communications	60	63	4%	
<b>0351</b>	<b>Advisory Services- Corporate</b>	<b>628</b>	<b>645</b>	<b>3%</b>	Implementation of Customer Services review
035100	Advisory Services- Corporate	568	584	3%	
035102	Advisory Services- Corporate - Aerial Photography	1	1	2%	
035103	Advisory Services- Net Meeting	2	2	2%	
035104	Advisory Services- Land Information Requests	56	58	3%	

**TABLE 6: Funding Summary**

Funding source	LTCCP 2006/07	LTCCP 2007/08
Interest	26	37
User pays/Other	704	698
Grants	1	1
Targeted rates	-	-
General rates	6,341	6,448
<b>Total income</b>	<b>7,072</b>	<b>7,184</b>
<b>Operating expenditure</b>	<b>7,179</b>	<b>7,291</b>
Operating surplus/(deficit)	(107)	(107)
General reserve	-	-
PPT Reserve	107	107
Total funding from reserves	107	107

<b>AGENDA ITEM NO: 6</b>	<b>SUBJECT MATTER: COMMUNICATION STRATEGY 2006/07</b>
<b>REPORT:</b> Combined Portfolios Committee	<b>DATE OF MEETING:</b> 23 August 2006
<b>FILE REFERENCES:</b>	<b>PORTFOLIO:</b> Democratic Process <b>PROJECT:</b> – <b>OUTPUT:</b> –
<b>REPORT BY:</b> Bill Simpson, Communications and Relations Manager	<b>ENDORSED BY:</b> Wilma Falconer Director External Relations

## PURPOSE

This is an opportunity for members of the portfolio committee to discuss, and contribute towards, communications planning.

## ATTACHMENTS

Democratic Process Communications Strategy 2006/07.

## BACKGROUND

The communications work programme planning for the 2006/07 financial year is now scheduled for completion.

It is essential that those work programmes support the outcomes and objectives identified in the LTCCP for each portfolio

At this portfolio committee meeting we will ask for your comment on the strategy. The outcome of the discussion will inform the development of the final communications programme of work.

## PROPOSAL

Councillors contribute to the development of the 2006/07 communication programme of work.

## RECOMMENDATION (Committee Decision)

*That the committee receives the 2006/07 Democratic Process portfolio communication strategy.*

# **Democratic Process Communications Strategy**

**2006/2007**

## **Purpose**

The purpose of this strategy is;

- to show the relationship of Environment Canterbury's overall objectives to specific communication plans
- to identify areas where new communications activity is required in order to meet long term objectives.

## **Context** (Source; LTCCP document)

Key issues;

1. Reaching busy people
2. Community representation
3. Stakeholder relationships

Levels of Service (i.e. long term objectives);

1. Providing environmental leadership
2. Providing value for money
3. Making decisions that reflect the best interests of the community

## **Communication Objective**

Ensure that Environment Canterbury is regarded by residents as the lead agency for democratic and effective regional government (source; page 27, LTCCCP 2006 – 2016).

## Activities

### Levels of Service;

#### 1. *Providing environmental leadership*

Commentary;

The measure is the “percentage of the community who consider Environment Canterbury to be the lead agency in environmental management in the region”. The 10-year target is 75% as measured in the two-yearly public awareness survey. The actual result for 2006 was 77%.

#### 2. *Providing value for money*

Commentary;

The measure is the “percentage of the community who feel they get good value for money spent by Environment Canterbury”. The ten-year target is 75%. The actual result for 2006 was 63%.

#### 3. *Making decisions that reflect the best interests of the community*

Commentary;

The measure is the “percentage of the community who say they have faith that decisions made by Environment Canterbury represent the best interests of the community”. The ten-year target is 75%. The actual result for 2006 was 48%.

<b><i>Portfolio Activity</i></b>	<b><i>Communications Objectives</i></b>	<b><i>Communications Approaches</i></b>	<b><i>Specific activities</i></b>
A. Representation	Representation	Representation	Council and committee meetings, delegations, informal and formal communications between residents and councillors
B. Ensure the community is aware of significant regional issues and is aware of Environment Canterbury's response to those issues	Awareness	Publicity, public information	Media liaison, environmental education liaison, Living Here, website, displays, resource management awards.

#### 4. Additional work

***Authorising resource users to use natural and physical resources in a way that the environmental effects remain acceptable to the community.***

Commentary: Targets have been set to measure consents applications processed within statutory time frames and action taken on significant non-compliances with consent conditions.

<b><i>Portfolio Activity</i></b>	<b><i>Communications Objectives</i></b>	<b><i>Communications Approaches</i></b>	<b><i>Specific activities</i></b>
Processing consent applications Monitoring of compliance with consent conditions Responding to RMA non compliance.	Consent holders understand and comply with conditions of their consent  Support Pollution Hotline response	Stakeholder management and education  Public information  Media relations  Web site	Work with regulatory staff on consent applications, consent hearings, announcement of decisions, consent monitoring, Pollution Hotline response.

#### Evaluation

In general, the key measures of communication effectiveness will be;

- Public Awareness Survey results (awareness and attitudes)
- The number of submissions to the LTCCP and Annual Plan
- Participation by stakeholders at meetings
- Participation by residents in consultation processes

<b>AGENDA ITEM NO: 7</b>	<b>SUBJECT MATTER: 2007/08 ANNUAL PLAN: REVIEW OF PORTFOLIO COMMITTEE RECOMMENDATIONS</b>
<b>REPORT:</b> Council	<b>DATE OF MEETING:</b> 23 August 2006
<b>FILE REFERENCES:</b>	<b>PORTFOLIO:</b> All Portfolios <b>PROJECT:</b> – <b>OUTPUT:</b> –
<b>REPORT BY:</b> Neil Pilbrow, Portfolio Manager, Finance and Corporate Services	<b>ENDORSED BY:</b> Wayne Thomas, Director Finance and Corporate Services

## PURPOSE

1. To consider recommendations from individual portfolio committees on possible tradeoffs or deferrals in work programmes and levels of service for 2007/08 for canvassing with key stakeholders.
2. To recommend a list of possible tradeoffs or deferrals in work programmes and levels of service for 2007/08 for canvassing with key stakeholders.

## ATTACHMENTS

A summary of recommendations from portfolio committees (to be table at the meeting).

## BACKGROUND

Prior to the start of this round of portfolio committee meetings, the Combined Portfolios Committee gave clear guidance and direction on priorities for tradeoffs or deferrals to assist portfolio committees' consideration of new or changed circumstances with potential to impact on the LTCCP work programmes and levels of service for 2007/08.

Portfolio committees have met and have recommended items with potential impact on the LTCCP for canvassing with key stakeholders and getting feedback. A summary of recommendations will be table at the meeting.

## PROPOSAL

It is proposed that the committee reviews the recommendations from individual portfolio committees in light of the Council's overall priorities and compiles a consolidated list of trade-offs or deferrals for canvassing with key stakeholders.

## WHERE TO FROM HERE?

Stakeholders meetings will be held during September and October, following consideration of the committee's recommendations to the August council meeting.

The Finance and Audit Committee will consider the list of trade-offs or deferrals and impact on the LTCCP, and any stakeholder feedback available, at its September and October meetings.

Stakeholder feedback will be summarised and reported to portfolio committees in November, when committees will make final recommendations to this committee, for consideration and recommendation to the November council meeting.

**Remember that the November portfolio committee meetings and council meeting will be the last chance to introduce changes.**

Staff will then undertake detailed budgeting for reporting to the Council in February 2007, when the council will adopt the budget as “the basis for the Draft 2007/08 Annual Plan”.

**RECOMMENDATION** (for recommendation to the Council)

*That the Combined Portfolio Committee recommends the following matters be canvassed with key stakeholders:*

- 1. ....
- 2. ....