

3.5 Annual Plan / Long-Term Plan Committee – Pūroro Maherehere

Chair	Cr Rebecca Matthews
Deputy Chair	Mayor Andy Foster
Membership	Mayor and all Councillors
External Membership	Liz Kelly representing Ngāti Toa Rangatira One representative of Taranaki Whānui ki Te Upoko o Te Ika nominated by the Port Nicholson Block Settlement Trust and appointed by Council
Quorum	8
Frequency of meeting	As required for the purposes of developing the Council's Long-term Plan and/or Annual Plan.

Area of focus

1. The Long-term Plan and Annual Plan gives effect to the strategic direction and outcomes of Council by setting levels of service and budgets.
2. The Committee is responsible for overseeing the development of the draft Annual and Long-term Plan for consultation, determining the scope and approach of any consultation and engagement required, and recommending the final Long-term Plan and Annual Plans to the Council.

Delegations

3. The Committee has the power to:
 - (a) Develop the Council's draft and final Long-term Plan, Annual Plan and any amendment to the Long-term Plan, for recommendation to the Council
 - (b) Recommend the Consultation document for a Long-term Plan, Annual Plan and any amendment to the Long-term Plan, for adoption by the Council
 - (c) Develop the policies required to be part of, or included in, the Long-term Plan and the funding and financial policies in section 102 of the Local Government Act 2002
 - (d) Approve the approach to consulting with the public in respect of the draft Long-term Plan, Annual Plan, and any amendment to the Long-term Plan, and conduct any consultation processes
4. To avoid doubt, if a fee is proposed to be introduced, changed or removed as part of a Long-term Plan, Annual Plan or amendment to a Long-term Plan, the Committee has the responsibility and authority to:
 - (a) consider submissions on the proposed fee; and

- (b) make recommendations to Council on the proposed fee, including in relation to fees which would otherwise be progressed by other committees.
5. The Committee has specific responsibility to:
- (a) review the Revenue and Financing Policy and be guided by the requirements of the Local Government Act 2002 to set funding sources for each activity component from the most appropriate source after considering:
 - (i) the community outcomes to which the activity primarily contributes
 - (ii) the distribution of benefits between the community as a whole, any identifiable part of the community, and individuals
 - (iii) the period over which those benefits are expected to occur
 - (iv) the extent to which the action or inaction of particular individuals or a group contribute to the need to undertake the activity
 - (v) the costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities
 - (vi) the overall impact of any allocation of liability for revenue needs on the community.
 - (b) recommend the appropriate level for the commercial/residential rates differential and recommend any changes to rating resulting from rates reviews
 - (c) recommend how capital funding should be reflected in Council policy (including Development Contributions)
 - (d) undertake an annual review of performance against current revenue and financing policy targets and recommend changes as appropriate
 - (e) review and recommend any changes to the Council's financial policies as required under the Local Government Act 2002 (section 102)
 - (f) make recommendations on other factors that may impact on the Council's rate funding or Revenue and Financing Policy
 - (g) review the performance measurement framework as part of the long-term Plan process, and recommend any amendments to the performance measurement framework
6. Recommend to Council the establishment of any new subcommittee or working party and approve its terms of reference.