

LTP Phases and deliverables/actions

Phase 1 – Planning	Phase 2 – Strategic Analysis	Phase 3 – Delivery	Phase 4 Proposed LTP & Stakeholder Engagement	Phase 5 – Public Engagement	Phase 6 – LTP Adoption	Phase 7 – Project Closure
Sept 19 – Mar 20	Apr 20 – Jun 20	Jul 20 – Sept 20	Oct 20 – Dec 20	Jan 21- Mar 21	Apr 21 – Jun 21	Jul 21 – Sept 21
Strategic Planning led	Strategic Planning led	Strategic Planning led	Strategic Planning led	Strategic Planning led	Strategic Planning led	Strategic Planning led
1.1 Review previous LTP process / feedback from Audit	2.1. Grouping of Activities	3.1. Strategic priorities set	4.1 Consultation document developed (Support F & E)	5.1. Consultation document approved	6.1 Submissions summarised/ Hearings reports prepared	7.1. LTP process reviewed
1.2 Develop and get Project Plan approved	2.2 Environmental scan	3.2. Pre-consultation (Support E)	4.2 Consultation, submission & hearing process developed (Support E)	5.2. Draft LTP developed (support E&F)	6.2 LTP Hearings held	7.2. Final project report prepared
1.3 Project team established	2.3 Council/Community outcomes review	3.3 Corporate Policies* amended & approved for public consultation (4 Aug Council mtg)	4.3 Stage 3 – Corporate Policies* adopt 27 Oct	5.3. Audit of consultation document and supporting documentation (Support S)	6.3 Final revision of performance framework, AMPs and strategies	7.3. Project sign off
1.4 New Councillors elected / inducted	2.4 Review strategic direction & forecasting assumptions			5.4. Public Consultation - 18 Feb- 19 Mar 2021 (Support F, O & E)	6.4 Deliberations report prepared (Support F)	
	2.5 Strategy & Plan Stocktake & gap analysis incl Infrastructure & Financial Strategies (Support F & O)				6.5 LTP document and supporting financial information finalised & Audited (Support F & E)	
	2.6 Corporate Policies* - changes Identified				6.6 LTP adopted 30 June 2021 (Support F, O & E)	
Finance led	Finance led	Finance led	Finance led	Finance led	Finance led	Finance led
1.5 Discuss plan and agree arrangements with Audit NZ	2.7 Financial Policies** - changes identified (Support S)	3.4. First draft opex & capex budgets (Support O, S & E)	4.4 Second draft opex & capex budgets (Support O, S & E)		6.7 Final opex & capex budgets (Support O, S & E)	
	2.8 Financial model updated and tested	3.5. Initiate development of financials and rating options	4.5 Draft financials and rating options developed and approved		6.8 Final financials and rating FIS, rates resolution (peer reviewed)	
		3.6. Financial Policies amended & approved for public consultation (4 Aug Council mtg) (Support S)	4.6 Financial Policies** adopted 27 Oct. (Support S)			
		3.7. Financial Strategy first draft completed (Support S)	4.7 Draft Financial Strategy approved for consultation 27 Oct or 8 Dec (Support S)	5.5. Consultation on Financial Strategy (incl in LTP CD) (Support S)	6.9 Financial Strategy approved (Support S)	
Operations led	Operations led	Operations led	Operations led	Operations led	Operations led	Operations led
	2.9 Asset Management Plan review (Support S)	3.8. Performance framework review developed (Support S)	4.8 Performance framework approved (Support S)			
	2.10 Water Demand Strategy identify changes	3.9. Water Demand Strategy amended & approved for public consultation (4 Aug Council mtg) (Support S)	4.9 Water Demand Strategy adopted 27 Oct (Support S)			
		3.10. Infrastructure Strategy first draft completed (Support S)	4.10 Draft Infrastructure Strategy approved for consultation 27 Oct or 8 Dec (Support S)	5.6. Consultation on Infrastructure Strategy (incl in LTP CD) (Support S)	6.10 Infrastructure Strategy approved (Support S)	

	2.11 Levels of service/ performance measures review (Support F & S)	3.11. Project Identification Costing & Prioritisation	4.11 Asset Management Plan Audit (Support S)			
Engagement led	Engagement led	Engagement led	Engagement led	Engagement led	Engagement led	Engagement led
		3.12. Engagement / communication plan developed	4.12 Engagement Plan approved (Support S)		6.11 Communicate LTP adoption to staff and stakeholders	
		3.13. Skelton of the consultation document (Support S & F)				

Key:

S Strategic Planning workstream

F Finance workstream

O Operations workstream

E Engagement workstream

* Corporate Policies are: Significance and Engagement Policy and the Maori Contribution to Council Decision Making Policy

** Financial Policies are: Financial Policies Review – Revenue & Financing, Liability Management, Investment, (Donna intends to combine Liability Management and Investment into one Treasure Management) Development Contributions, Remission and Postponement of Rates on Maori Freehold Land, either or both of a Rates Remission Policy and/or a Rates Postponement Policy and Council Created Financial Reserves