

CONTRACT FOR PERIOD 1 AUGUST 2002 – 31 JANUARY 2003

SECTION A: OVERALL SERVICES

Objective 1: *Co-ordinate initiatives for injury prevention amongst a wide range of community groups.*

OUTPUTS		PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
1.1	Board Meetings: Arrange regular inter-agency SWIP Board Meetings	<ul style="list-style-type: none"> At least four meetings will be held by 31 July 2003. 	<ul style="list-style-type: none"> 5 meetings held to date. Minutes appended.
1.2	Working Groups: Arrange meetings for each of the following inter-agency Working Groups: Children and Older People.	<ul style="list-style-type: none"> At least four meetings of each Working Group by 31 July 2003. 	<ul style="list-style-type: none"> Child Safety: 5 meetings held to date. Older People: 5 meetings held to date.
1.3	Co-ordination - SWIP: Co-ordinate the different components of the project: <ul style="list-style-type: none"> Administration Liaison Planning Evaluation 	<ul style="list-style-type: none"> Co-ordinators of Puriri, General Population and Pacific Peoples programme will meet at least once each month during the contract term. 	<ul style="list-style-type: none"> Co-ordinators have met at least once monthly (exception for short period for Puriri project).
1.4	Co-ordination – Safe Waitakere	<ul style="list-style-type: none"> Co-ordinators of the three components of the programme will meet with project leaders of other Safe Waitakere projects at least once each month during the contract term and will work together on common issues. 	<ul style="list-style-type: none"> All Safe Waitakere co-ordinators have met monthly. Activities have included: <ul style="list-style-type: none"> <u>General Co-ordination</u> <ul style="list-style-type: none"> The SWIP general co-ordinator is taking a co-ordination role across Safe Waitakere Groups at present. \$20,000 received from Waitakere City Council to undertake this function. <u>Safe Waitakere Group</u> <ul style="list-style-type: none"> Establishment of SAFE WAITAKERE GROUP, one representative (usually the Chair) of each component (see appended). Convened two breakfast meetings in the Mayoral Lounge. <u>Safe Summer</u> <ul style="list-style-type: none"> Total refurbishment/repainting of old Neighbourhood Support caravan into a SAFE SUMMER caravan. Meeting to discuss joint agency activities over summer. Supervising of activities into a 'Safe Summer Diary

* Indicated evaluation in place.

<p>circulated to wide number of networks. Includes attendance by caravan at Safe Summer events over holidays and four Safe Summer Youth Events by Safer Community Council Trust.</p> <ul style="list-style-type: none"> - Advocacy for, and information to local newspapers on safety issues around summer and holidays (see articles appended). - Compilation of 1,500 'Safe Summer Packs' including a variety of safety issues and giveaways (e.g. sunscreen). <p><u>Safe Waitakere 'Update'</u></p> <ul style="list-style-type: none"> - See elsewhere (Includes survey). <p><u>Website Issues</u></p> <p><u>Safety by Design</u></p> <ul style="list-style-type: none"> - Co-ordination of this (see elsewhere), oversee Safe Waitakere Groups. <p><u>Safe Under 5</u></p> <ul style="list-style-type: none"> - Co-ordination, oversee all projects (see elsewhere) 	<p>Periodic reports will be forwarded to MOH on 20 February and 20 August each year of the contract term.</p> <p>Reports to appropriate Council committee at least twice per annum.</p> <p>Periodic service reports to include details of significant assistance offered information dissemination and any submissions made.</p>	<p>1.5</p> <p>Reporting:</p> <ul style="list-style-type: none"> • Ministry of Health • Waitakere City Council <p>1.6</p> <p>National Leadership / Information Dissemination:</p> <p>Provide assistance on community injury prevention issues by:</p> <ul style="list-style-type: none"> • Taking a leading role in the Injury Prevention Network and NZ Injury Prevention Strategy. • Responding to requests for information and assistance from councils and other organisations nationally and internationally. • Assisting new "Safe Communities" initiatives as appropriate • Disseminating newsletters and other relevant information. • Meeting with interested parties when appropriate. • Writing submissions as appropriate and as resources allow. 	<ul style="list-style-type: none"> • This is the first report, due 20 February 2003. • <u>National Leadership</u> The SWIP general co-ordinator was chairperson of IPNANZ until the AGM in October 2002. She continues to be a member of the national conference committee and is the convener of the national conference on training. This has required significant time in meetings and other tasks. The co-ordinator is also a member of the national 'Stakeholders Group' a cabinet-appointed committee developing the NZ Injury Prevention Strategy. • <u>Requests/Visits from:</u> CIPP Co-ordinator, Auckland City Researcher, Canada (6 phone interviews from SW website) • <u>Visits to:</u> IPRC – Board member/co-ordinator. • <u>Submissions</u> NZ Injury Prevention Strategy (SWIP Board) + attendance at Consultation meeting. Waitemata DHB – Strategic Plan. • <u>Presentations Given</u>
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* Indicated evaluation in place.

	<ul style="list-style-type: none"> and as resources allow. Ensure information on injury prevention is provided to the District Health Board and other key authorities. 		<p>Regional forum, Child Safety, Safekids (August) SWIP Project – to Pacific Island Advisory Board (September) Te Taumata Rununga & Pacific Island Advisory Board re: Violence Prevention project (December) Local government forum, Safekids (November)</p> <ul style="list-style-type: none"> <u>Presentations Requested</u> Sport Waitakere (to SWIP Board) ACC re: sports injuries (to SWIP Board) ACC re: proposal for joint project. Involvement in a wide number of issues from violence prevention to child safety e.g. attended Waipareira/Pasifika AGM and Watersafe Auckland AGM (co-ordinator is on advisory board). Involvement with <u>RAP project</u>.
1.7	<p>Spontaneous Initiatives: Respond to spontaneous initiatives consistent with the aims and objectives of the programme as appropriate.</p>	<ul style="list-style-type: none"> Report on initiatives in periodic service reports. 	<ul style="list-style-type: none"> Involvement in a wide number of issues from violence prevention to child safety e.g. attended Waipareira/Pasifika AGM and Watersafe Auckland AGM (co-ordinator is on advisory board). Involvement with <u>RAP project</u>.
1.8	<p>Ongoing Training: Ensure the SWIP co-ordinators receive appropriate training for their health promotion and injury prevention role, including attendance at relevant conferences.</p>	<ul style="list-style-type: none"> Co-ordinators to outline a training programme for the contract year to the SWIP Board by 1 July 2002. Periodic service reports to include details of training attended and conferences attended. 	<p><u>Pacific Project</u></p> <ul style="list-style-type: none"> Computer training: Microsoft: advanced Excel, Word & Outlook and Database. Water Safety Education and training. PIPA workshop. Health Promotion Forum network meetings. Enrolled for MIT Health Promotion certificate. <p><u>Co-ordinator, from February, has also</u></p> <ul style="list-style-type: none"> Trained 3 people to present radio programmes. Training included injury issues and radio presentation issues. <p><i>The Pacific Project would appreciate a workshop/further training in injury data and analysis if this were to be made available.</i></p>
1.9	<p>Ongoing Planning: Prepare draft outputs and performance measures for the</p>	<ul style="list-style-type: none"> Draft outputs and performance measures discussed with MOH by 15 May 2003. 	<p><u>Puriri Project</u> (as outlined in Section C)</p> <p><u>General Project</u></p> <ul style="list-style-type: none"> Provision of input rather than receipt of training in the main. Attendance at some 'issues' training such as water safety. Throughout period convened IPNANZ training sub-committee, overseeing consultant's work in needs analysis and the provision of national training to date. Investigating training opportunities to June 2003.

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Objective 2: Increase public awareness about injury prevention.

	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
2.1	<p>"Update": Publish three editions of "Safe Waitakere Update", if wider Safe Waitakere groups agree.</p>	<ul style="list-style-type: none"> Newsletters published and distributed by approximately the following dates, if approved: <ul style="list-style-type: none"> September 2002 December 2002 April 2003 Website updated regularly 	<ul style="list-style-type: none"> Spring and Summer editions have been produced (see appended). Summary of readership survey attached. Website Issues are discussed at monthly meetings.
2.2	<p>Media: Ensure injury information is published in local newspapers and other sources of information.</p>	<ul style="list-style-type: none"> Develop a Media Plan by November 2002. At least six injury news stories published in local press by 31 July 2003. Other information/promotions documented in periodic service reports. 	<ul style="list-style-type: none"> A media plan was produced for Kidsafe Week (see stories in Kidsafe Week report). Stories for 'Safe Summer' are appended, along with other stories published.

Objective 3: Encourage work towards safe environments, policies and practices within Waitakere City Council boundaries.

	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
3.1	<p>WCC Safety Projects: Work with Waitakere City to implement key safety projects where appropriate.</p>	<ul style="list-style-type: none"> Work with Waitakere City Council to advise/assist in planning and implementing its Annual Action Plan for Safety. Keep abreast of monitoring issues. 	<ul style="list-style-type: none"> Presentation made re: Canadian Safety Issues (City Development Committee, July). Agenda item (City Development Committee, October) Presentation: Kidsafe Week Issues (water, pedestrian) November Group member for: <ul style="list-style-type: none"> Safety By Design (see appended) * First Call for Children Strategy/Liaison Water hazard signage, Huruhuru Creek Pedestrian/Cycle Strategy Meetings with staff/management to try to influence new budget re: safety issues. Attended Councilors request: 'Creative Conversations' meeting in August – looking at Strategic directions for 'Crime and Safe Communities'. *NB: Ten-year Strategic Direction of WCC has safety as a key indicator (see appended from WCC website). Wellbeing Network – several meetings including summit.

* Indicated evaluation in place.

3.2	<p>Waitakere City Safety Plan: Convene meetings if Steering Group decide to renew this initiative.</p>	<ul style="list-style-type: none"> • Outline role of SWIP in any ongoing work for the City Safety Plan. • Implement SWIP-agreed roles by July 2003. 	<ul style="list-style-type: none"> • Meeting on Safety Action Line (Call Centre staff). • Road Safety & Police Liaison Groups. • The City Safety Plan 'developed' into the 'Safe Under 5 Plan'. This year it was decided to concentrate on the key issue, which was not being covered. This is the focus on violence prevention to children under five years. • SWIP took the initiative to partner with Waitakere Safer Community Council Trust (WSCCT) to develop a violence prevention initiative with a primary prevention focus. SWIP provided \$2,000 and WSCCT \$8,000 to employ a consultant. • The consultant's brief is attached. An Advisory Group meeting with 24 members has taken place with SWIP and WSCCT facilitating (notes appended). The Group will be brought together following the literature search and proposed plan. It is critical that the wider context is addressed and that activities are linked to: <ul style="list-style-type: none"> - Violence prevention forums (x3) which have already occurred, but based more on secondary/tertiary prevention - the collaboration/wellbeing process which has identified two-linked themes - 'Safe Families' and 'A Great Start: 0-8'. • Considerable work has been undertaken to link into and influence both these developments. • It is hoped that the work identified in this project will inform our next contract outputs. • Presentations have been made to Te Taumata Rununga and Pacific Island Advisory Board about this project (December).
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* Indicated evaluation in place.

Objective 4: Determine key information requirements and arrange for collection and analysis of relevant data.

OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
<p>4.1 Hospitalisation Data: Continue to monitor hospitalisation and mortality data for injury in Waitakere City, in conjunction with IPRC, if this information is available.</p>	<ul style="list-style-type: none"> • Request hospitalisation and mortality data by August 2002 from Ministry of Health. • Work with IPRC to complete review/recommendations for Waitakere data. 	<ul style="list-style-type: none"> • Dr Carolyn Coggan attended the November Board meeting with a high-level overview of data from: <ul style="list-style-type: none"> - NZHIS deaths 1993-99 - NZHIS hospitalisations 1993-2001 - LTSA 1997-99 - ACC 1994-2002 • While useful at a higher level, this is not necessarily useful for planning interventions. IPRC have been requested to provide further details and to come up with recommendations for action. They have also offered to undertake a key informant survey in January 2003. • The SWIP Board have agreed, pending funding availability, to employ a consultant annually to take IPRC statistics and come up with proposed strategies at implementation level to inform the Board. It is hoped that this person will liaise with IPRC each year to provide practical advice to the Board. Waitakere City Council has also agreed to provide staff time to assist with demographic information. If this goes according to plan it will be a significant development.

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* Indicated evaluation in place.

SECTION B: GENERAL POPULATION PROGRAMME

Objective 5: Work towards the reduction of specific risk factors for injuries to children.

OUTPUTS		PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
5.0	The Child Safety Working Group will develop interventions to reduce risks for the following injury areas:		
5.1	Kidsafe Week * (focus: pedestrian & drowning issues)	<ul style="list-style-type: none"> • Co-ordinate activities for the Waitakere Kidsafe Coalition for October 2002. • Convene meetings and co-ordinate activities. • Implement specific projects with others where appropriate. 	<ul style="list-style-type: none"> • SWIP has co-ordinated activity in Waitakere City including meetings/liaison/funding proposals, evaluation to Safekids. SWIP also funded its own evaluation for Waitakere City (appended).
5.2	prevention of Falls * Undertake a falls prevention project focused on children 5-9 years (combined project with Puriri and Pacific components).	<ul style="list-style-type: none"> • Baseline information and evaluation indicators process determined by 30 September 2002. • Project details and plan determined by 15 October 2002. • Implementation of project November 2002 – June 2003. • Evaluation completed (where timely data available) by 31 July 2003. 	<ul style="list-style-type: none"> • All three co-ordinators along with contractor and ACC have met every week to plan a falls prevention strategy. • Baseline information has been collated and evaluation indicators determined. • Most project plan details have now been defined for the first three themes for preschool child falls <ul style="list-style-type: none"> - Carry With Care - Buckle Up - Check Your Home • A baseline survey of caregivers has been undertaken to assess current practices and falls experience (appended). • Pre-tested questionnaire and also flyer content. • Artwork and costings have been undertaken for a general population campaign to run from March to June 2003. • A funding proposal has been forwarded to ACC. • Several meetings have occurred around a programme to prevent falls from supermarket trolleys. SWIP passed over our material (past project work) to ACC who plan to run a similar campaign in local supermarkets. We met with three different supermarket managers and OSH manager to start this process. • A further theme for school-aged child falls (5-9) will be developed before June and implemented from July. • Several agencies attended a workshop we held regarding their willingness to distribute information/assist with the project. Good response.

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* Indicated evaluation in place.

5.3	<p>Other Child Safety Activities Undertake advocacy and other child safety activity as resources allow.</p>	<ul style="list-style-type: none"> • Report on other activity in periodic reports e.g. <ul style="list-style-type: none"> - Activities undertaken with Working Group Safe Under 5 initiatives - Cycle safety: funding applications - School Safety/Early Childhood Centres: <ul style="list-style-type: none"> • Hot Water Safety Kit • Playgrounds • Other projects - Promotion of child restraints - Home Safety project with Carter Holt Harvey 	<ul style="list-style-type: none"> • Making of video for Kidsafe Week – 'A Planning Issue For You' – presented to Council. • Results have been received on scalds education programme study undertaken by University (abstract appended). • Cycle Safety, Waitakere ward. Work postponed because of smaller numbers will be re-invited in February. • Safe Summer material set to all early childhood centres.
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Objective 6: Work toward the reduction of older peoples injuries.

	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
6.0	<p>The Older Peoples Safety Group will develop interventions to reduce injury risks (especially falls).</p>		
6.1	<p>Prevention of Falls *: Work with ACC to develop a project to reduce falls (possible project with Purini).</p>	<ul style="list-style-type: none"> • Needs analysis / gap analysis completed by 30 September 2002. • Project outline completed by 31 October 2002. • Implementation November 2002 – June 2003. • Evaluation completed (if NZHIS data available) by July 2003. 	<ul style="list-style-type: none"> • Report 'Falls Prevention for Waitakere City' produced with recommendations. Includes background, results of public falls survey (n=687) and an updated summary of falls in public places. • Combined promotion/advocacy for both the availability and the promotion of <u>Safe With Age</u> and <u>Step Ahead</u> courses. • Advocacy re: shopping malls: non-slip surfaces. Meeting held with OSH and ACC to progress issues. OSH to undertake programme in three city malls as a result. • Attended forum run by Shoresafe on falls to older people. • Project group meeting to update 'Safer Homes' brochure and strategy. • Database of all medical outlets has been compiled in anticipation of surveying them to identify their policies of displaying promotional material. • A presentation was made to the Waitemata District Health Board, Community & Public Health Committee. We requested they investigate the possibility of rolling out the Otago Exercise Study (undertaken Waitakere Hospital 1999) to become a general service. They have sought a report back from their staff to their next board

* indicated evaluation in place.

			meeting. <ul style="list-style-type: none"> Articles written for Greypower newsletter (appended). Registered interest in being on mail list for PHO development, particularly in reference to this issue – very linked to PHO services. As noted.
6.2	Other Older People's Safety Issues: Undertake advocacy and other safety activity as resources allow.	<ul style="list-style-type: none"> Report on other activity in periodic reports e.g. <ul style="list-style-type: none"> Activities undertaken by Working Group Submission e.g. to Council's annual plan Promotion of available courses e.g. <i>Safe With Age</i> and <i>Step Ahead</i> Ongoing analysis of Call Centre falls reports Advocacy issues Where local safety issues are raised, work with group members to address issues as resources allow. 	<ul style="list-style-type: none"> A number of other advocacy and information-seeking activities included e.g. green prescription, tai chi availability, evaluation of Step Ahead, walking group audits, etc.
6.3	Local Issues: Follow up issues raised by the Working Group: Safety of Older People as appropriate.		

Objective 7: Work towards the reduction of injuries caused by self-harm.

	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
7.1	Advocate for funding availability of a background paper for suicide prevention in Waitakere City. (Focus: male 15-39 years, New Lynn ward/Maori and General Population)	<ul style="list-style-type: none"> Contact other agencies to discuss their existing and potential roles in such an initiative. Develop contract brief with other interested agencies, if viable. 	<ul style="list-style-type: none"> Funding for Suicide Prevention Not undertaken as yet. Initial discussions only held with SWIP Board.

Objective 8: Work towards a reduction in road-related injuries.

	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
8.1	Monitor NZHS and LTSA data for trends and advocate to relevant authorities where appropriate.	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Road: NZHS & LTSA Trends Monitoring Not as yet completed.

* Indicated evaluation in place.

SECTION C: PURIRI PROJECT

Objective 9: Co-ordinate injury prevention initiatives amongst Maori Community Networks.

	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
9.1	Puriri Management Team Meetings: Arrange regular meetings of the Projects Management Team	<ul style="list-style-type: none"> At least four meetings will be held by 31 July 2003. 	<ul style="list-style-type: none"> Meetings held on 07/12 /02 and 01/02/03 A monthly progress report is given by the project co-ordinator it is also here that sign off on reports and project activities is given by the sub contracted group. The Puriri Management Team was succeeded by the sub-contracted group for the Puriri Project. A separate process was initiated for reporting back to the Taumata Runanga. It is here that any issues arising from the project is discussed. These modifications to the projects management process was Decided upon during the project review.
9.2	Komiti Kaimahi: Establish working committees to address safety issues that affect children with a priority for 0-5 year olds and kaumatua safety 65+	<ul style="list-style-type: none"> Convene at least four meetings of each working group by 31 July 2003. Co-ordinate activities for each working group as appropriate. 	<ul style="list-style-type: none"> Both of these committees were adjourned throughout the period of the project review. A schedule of meeting dates for year 2003 is appended. First Meeting for 2003 is 21/02 for Te Puna Ora Tamariki Formal Meetings are held Bi Monthly while informal meetings are convened as requested by komiti members. First meeting for 2003 is 07/03 for the Kaumatua Komiti. This komiti is responsible for planning and development of Health and Safety initiatives and programmes for Kaumatua residing in Waitakere City. It is this Komiti that signs off on the Kaumatua Health and Safety Quarterly newsletters.
9.3	Reporting: Ministry of Health Waitakere City Council Iwi Trust Boards Marae Komiti meetings	<ul style="list-style-type: none"> Periodic reports to be forwarded to the MoH on 20 February and 20 August of each contract term. Monthly Project Reports to the SWIP Board as per scheduled meetings. A brief update of project to be submitted to Manawhenua Iwi, Marae at their monthly meetings. 	<ul style="list-style-type: none"> This is the first report due in 2003. First report to SWIP Board following review period is the 11/02 Overheads -Presentation on project activities for new contract delivered prior to project review to SWIP BOARD with other project Co-ordinators. View 9.1 for process. First report to Hoani Waititi Marae in 2003 will be during February at the Marae Komiti Meeting. A separate report is given to this Marae as this is the Marae the Puriri Project and the sub contracted group is based. Two meetings with the Marae Komiti was attended in December 2002 by the c-

* Indicated evaluation in place.

9.4	Spontaneous Initiatives:	<ul style="list-style-type: none"> Respond to spontaneous initiatives consistent with the aims and objectives of the project within available resources. Report on initiatives in periodic reports. 	<p>ordinator and the sub contracted group.</p> <ul style="list-style-type: none"> Planning meetings attended with West and South ACC Consultants over Training workshops for Maori Community Health workers in September 2002 prior to review period. Co-ordinator facilitates the practices for Ngaa Uri aa Tangaroa the Water Safety theatre piece. Practices are held weekly on Fridays 6.30pm – 9.00pm Four performances in March with Mainstream schools and Kura Kaupapa have been pre –booked. Co-ordinator will report on outcomes in August report.
9.5	Training:	<ul style="list-style-type: none"> Complete the agreed upon training plan. Report on training and conferences attended in periodic report. 	<ul style="list-style-type: none"> Training plan was submitted with previous report. Schedule for actual training to be undertaken in year 2003 is appended to this report. All training is confirmed.
9.6	Ongoing Planning:	<ul style="list-style-type: none"> Respond to jointly planned activities with other Safe Waitakere project leaders. Report on outcomes in periodic reports. 	<ul style="list-style-type: none"> Falls project as outlined in 5.2 of overall project section B of this report. In addition to these outlined activities where the following- Surveys, Planning Group Meeting attendances, Joint Presentation at Te Pai park with ky takeholders with other project co-ordinators, pre-testing of Falls resource with Community, resource development. Suicide strategy by August report. Road Safety initiatives as support is required, report on progress in August report.

Objective 10: Increase public awareness.

	OUTPUTS	PERFORMANCE MEASURES 2001/2002	ACTIVITIES TO DATE
10.1	Update:	<ul style="list-style-type: none"> Completed articles to the Editorial board as per schedule dates. 	<ul style="list-style-type: none"> Spring and Summer editions appended to overall report. Discussions on Website Issues undertaken at Co-ordinators Meetings.
10.2	Media:	<ul style="list-style-type: none"> Implement media strategy by July 2003. Report on articles, advertisements and radio promotions in periodic report. 	<ul style="list-style-type: none"> Stories on Key priority areas for Maori appended to this report. Co-ordinator to meet with Reporters in February to discuss coverage of news items to be delivered on by 20th August report Coverage of Kidsafe week – Whanau Day cancelled due to project review.
10.3	Data:	<ul style="list-style-type: none"> Attend all scheduled data meetings relevant to Safe Waitakere projects. Disseminate information out to working groups, Manawhenua Iwi, Marae and Maori Committees at 	<ul style="list-style-type: none"> Data collected and analysed to update the document Maori Injury picture for Waitakere City. Document appended. Distribution of this document will be delivered during the

* Indicated evaluation in place.

	planned workshops. <ul style="list-style-type: none"> • Report on outcomes of workshops in periodic reports. 	Community Consultation Hui for the Maori Safety Plan. Documents distributed to Mana whenua Iwi Kawerau a Maki and Taumata Runanga, Hoani Waititi Marae and Te Puna Ora Tamariki at next scheduled Meetings in February.
10.4 Maori Safety Plan	<ul style="list-style-type: none"> • Continue to work with Iwi, Marae and Maori Community organisations to develop, plan and implement strategies outlined in the plan. • Meet with all key stakeholders and negotiate formal partnerships with each. • Report on progress in periodic report. 	<ul style="list-style-type: none"> • Ongoing planning. Developments to date will be discussed during the Community Consultation process Hui in February 2003. • All support material for Consultation Hui on Maori Safety Plan appended to this report. <ul style="list-style-type: none"> - Maori Injury picture for Waitakere City - Needs analysis Questionnaire - Data base registration - Programme Outline - Host organisation brochure - Confirmation on Workshops and facilitators - Programmes currently supported by the Pupiri Project (Brochures included) - Presentation on Te Ata Mira- Partnerships project.

Objective 11: Work towards the reduction of risk factors for injuries to children and young persons.

	PERFORMANCE MEASURES 2001/2002	ACTIVITIES TO DATE
11.1 AiA	<p>OUTPUTS</p> <p>Injuries to Pre-schoolers:</p> <ul style="list-style-type: none"> • Undertake a falls prevention project focused on children 5-9 years alongside the General and Pacific components. • Promote child restraints and proper installation of car seats throughout Kohanga Reo within the Waitakere region. • Organise parent workshops alongside Te Puna Ora Tamariki Komiti on the following themes: <ul style="list-style-type: none"> - Positive Parenting - Healthy Lifestyles • Report on workshops in periodic reports. • Continue to maintain activities under the 'Safe Under 5' Plan. • Report on progress in periodic reports. 	<ul style="list-style-type: none"> • View 5.2 of overall report • Maori specific resources developed on 'Falls'-carry with care for use in total immersion environments. These resources are complimentary to resources developed by overall safe waitakere. Appendices. • Planning still in development to be reported on during August report. • Marae car seat rental scheme re established to support the Te Ukaipo programme. Run in conjunction with mothercraft workshops and plunket clinics. • Programme brochure appended for extended 'Te Ukaipo programme' this programme is supported by the Te Ata mira partnerships project. • Ongoing. Attendance at Violence Forum as a presenter and attendance at Violence strategy Meeting held in December 2002.

* Indicated evaluation in place.

11.2	<p>Road Safety (Te Ara-Tika):</p>	<ul style="list-style-type: none"> • Continue to monitor activities implemented under the Te Ara Tika Project. • Report on progress in periodic reports. 	<ul style="list-style-type: none"> • Te Ara Tika programmes review completed. • Learner Licensing programme separate to diversional programme and administered separately. • <u>Learn</u>ers: 20 Students per course next course last week of February. All workshops for this course on Drink driving/speed and pedestrian safety are facilitated by the Puriri Co-ordinator. Overall programme administered by Te Piki Ora Maori Health Trust. One programme per month. • <u>Diversional programme:</u> Small groups maximum of 12 per course. Fully co-ordinated and administered by Puriri Project Co-ordinator for police and court referrals. Workshops facilitated by Road Safety Partners. Programme to be restarted in March 2003. View appendices for programme details. This programme is self-supporting. Programmes planned 6 weekly. • <u>Other:</u> Extending workshop on Drink/driving into a separate full programme. Targeting repeat Drink drivers. Project will seek support from Road safety partners and Safer Communities council to assist in the development of the programmes complementary. To report on progress in August report.
11.3	<p>Fire Safety:</p>	<ul style="list-style-type: none"> • Continue to monitor activities implemented under the Marae-based Fire Safety package. • Report on progress in periodic reports. 	<ul style="list-style-type: none"> • Fire Safety Audit completed with Kura Kaupapa o Hoani Waititi prior to project review. NZFD Report sent to principal. • Auckland region wide Maori Fire Safety Wardens programme into implementation stage. Report on workshop outcomes in August report. Four workshops have been planned for 2003. This initiative is fully supported by NZFD: Key personnel for NZFD: Piki Thomas.
11.4	<p>Kidsafe Week:</p>	<ul style="list-style-type: none"> • Organise activities with Te Puna Ora Tamariki Komiti during Kidsafe week surrounding the following themes: <ul style="list-style-type: none"> - Drownings - Pedestrian - Suffocation • Report on progress in periodic reports. 	<ul style="list-style-type: none"> • Project participated in some of the planning for Kid safe week. • Project under review - unable to deliver on activities-Te raa Whanau. This day has been rescheduled for April.

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Objective 12: Initiate Safety Strategies for Kaumatua.

OUTPUTS		PERFORMANCE MEASURES 2001/2002	ACTIVITIES TO DATE
12.1	Kaumatua Health & Safety Quarterly Update:	<ul style="list-style-type: none"> • Publish at least three editions by 31 July 2003: <ul style="list-style-type: none"> - November 2002 - February 2003 - May 2003 	<ul style="list-style-type: none"> • November issue restructured for February issue. Appended. (Also affected by project review.)
12.2	Reduce Injuries to Kaumatua – Falls Prevention	<ul style="list-style-type: none"> • Undertake a jointly planned falls prevention initiative for Kaumatua working alongside Sport Waitakere and Te Roopu Kaumatua. • Report on activities in periodic reports. 	<ul style="list-style-type: none"> • Pending Meetings in February and March 2003. Programme brochure appended.

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SECTION D: PACIFIC ISLAND PROGRAMME

Objective 13: Co-ordinate initiatives and raise awareness about injury prevention amongst Pacific Island Communities.

	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
13.1	Pacific Island Advisory Group: Arrange regular meetings of the Pacific Island Advisory Group	<ul style="list-style-type: none"> At least four meetings held by 31 January 2003. Reporting will include date, venue, themes and activities discussed. 	<ul style="list-style-type: none"> 2 meetings held since December 2002 Meeting held on September 16, at Pasifika Healthcare discussing progress to date and outputs done as well as input from the Advisory Group Meeting held on December 4, at Pasifika Healthcare discussing progress to date and outputs done as well as input from the Advisory Group
13.2	Information Requests / Spontaneous Initiatives: Respond to requests for information and respond to spontaneous initiatives as appropriate	<ul style="list-style-type: none"> Provide information and advice, where appropriate, on Pacific Island safety issues. Take parting other safety issues as appropriate. The Provider will work co-operatively with other injury prevention providers, where resources allow, to support programmes in the health calendar e.g. Kidsafe Week, and in response to unplanned public safety issues that may arise. Participation in public safety programmes summarised in six monthly reports. Reporting will include event, date, venue, theme, activities, an estimate of the population accessing programmes. Report on activities in service reports by 31 January 2003. 	<p>Requests continue to be received</p> <ul style="list-style-type: none"> Information has been requested via other health organisations on data of Pacific Island injuries including adults and older people. <u>Working Groups</u> <ul style="list-style-type: none"> Attended Child Safety Group meetings arranged by General Population coordinator 6 meetings held to date. Attended Waitakere City Road Safety Steering Group meetings arranged by Waitakere City Road Safety Coordinator: <u>Kidsafe Week</u> <ul style="list-style-type: none"> Pasifika Road Safety Road Campaign for 2002 was a success and it was held from 5-26th October, themes were those of cycle safety, pedestrian safety and car seats. Appendix is an evaluation report outlining this campaign Appendix 1 <ul style="list-style-type: none"> <u>Partnership Meetings, etc</u> <ul style="list-style-type: none"> Road safety steering group meetings Police liaison meetings Violence Prevention meeting CIPP Coordinator's meeting Pasifika ACC Falls Coalition meetings Participated in a road safety promotion at Birdwood Primary with the Community Health team of Pasifika

AIS

* Indicated evaluation in place.

A16	<p>Healthcare – to sing Pasifika's "Buckle Up" song with SafeKids, ACC, Waitakere city Road Safety Coordinator – August 28</p> <ul style="list-style-type: none"> • <u>Open Health Days</u> The community health team at Pasifika Healthcare held an open health day on 11 December, 2002 at Leauatea Hall in Ranui. The theme of the day was "Healthy Child & Safe Summer" whereby activities were items by the invited preschool, the Pasifika ACC Falls Coalition had a display and stall on falls related messages as well as a survey and giveaways, which included a stair guard and a Christmas hamper. • Appendix 2 (Survey) • <u>Newspapers</u> Level of interest from some of the Pacific ethnic newspapers has been slow to date, due to the lack of awareness around what injury prevention is and safety in general amongst Pacific Island people. However in 2003 we endeavour to feature articles in "Samoa Post" on the work already done as well as awareness in injury prevention amongst Pacific Island people. • Added Value – Kelston Girls High School Pacific Island Parent's Night – October 22 <p><u>Workshops / Conferences / Meetings</u></p> <ul style="list-style-type: none"> • Youth Suicide Prevention Symposium in Wellington – August 6,7 • Workshop with Statistics NZ -- John Patolo – August 9 • Pasifika Medical Association Conference – September 5 • Computer Training (Excel) – September 6 • 'Have Your Say' Youth Forum – September 9 • Computer Training (Excel Advanced) – September 17 • HRC Scholarship Presentation – October 17 • Water & Sun "Train the Trainer" – October 22 • LISA Road Strategy – October 25 • Training – Quality Workshop – October 29 	<ul style="list-style-type: none"> • Newsletters: articles on Pacific Island injury issues published in Safe Waitakere 'Update'.
13.3	Public Awareness: Increase public awareness about	injury issues

* Indicated evaluation in place.

13.4	injury prevention by newsletters, articles, radio promotions and general publicity	<ul style="list-style-type: none"> • Radio Promotion: work to include: <ul style="list-style-type: none"> Accessing of funds and prizes Determining content Development of information Training to staff Interviews – Pasifika staff and other trained educators • General Publicity: work to include partnership programmes with Puriri and General Population projects: <ul style="list-style-type: none"> – Pacific perspective media strategy for under 5's and 5-14 years – Determining spokespersons, media outlets – Ensuring agreed plan is implemented • Work to include investigating and approaching ethnic-specific newspaper outlets: <ul style="list-style-type: none"> – gauge level of interest publishing articles on safety awareness and injury prevention issues and priorities amongst Pacific people 	<ul style="list-style-type: none"> • Safe Summer Campaign - Radio Promotions: The 'Back to School' radio promotion on air has been completed. This programme consisted of phone in radio competitions over the duration of 3 weeks (20th January – 3 February) and targeted children. Evaluation is currently underway. (<i>see output 7.5 Kidsafe Week</i>) • Looking at training for falls associated projects • General publicity including working on a Falls Prevention project alongside Puriri and General population project for children under 5. • Media Strategy • Reviewing current media strategy to include funding as well as stories that are Pacific orientated as well as injury prevented related. <p><i>(More work that needs to be done on this output.)</i></p>
13.5	injury Data: Investigate improved collection of ethnic specific data for Waitakere City.	<ul style="list-style-type: none"> • Investigate compiling of Pacific Island ethnic specific data from IPRU and IPRC • Attend planned data meetings related to Safe Waitakere projects • Report on progress in service reports by 31 January 2003. 	<ul style="list-style-type: none"> • Data currently collected has been read and analysed, and looking to fine tune websites with relevant data on Pacific Island statistics and information. • Methods to collate data will be in review and will look at advocating for more ethnic specific data. • Discussions underway within Pasifika Healthcare's clinical coordinator to access statistics of injury related consultations and looking to improve methods used to fill ACC forms and other avenues.
13.5	Kidsafe Week: Co-ordinate Pacific promotional activities around Kidsafe Week 2002.	<ul style="list-style-type: none"> • Organise promotional activities for Kidsafe Week 18-25 October 2002. • Co-ordinate Pacific peoples activities in conjunction with the Waitakere Kidsafe Week Coalition. • Report on initiatives in relevant services reports by 31 January 2003. 	<ul style="list-style-type: none"> • Kidsafe Week 2002 Regional Radio Promotion: (see attached report to Land Transport Safety Authority – LTSA). • The promotion was in partnership with Pasifika Healthcare, Safekids, Injury Free Counties Manukau and Radio 531PI. • The radio programme highlighted the themes of Kidsafe Week 2002 with interviews in Samoan, Tongan, Cook Island, Niuean and English, all carried out during the ethnic specific evening slots on Radio 531 PI. Interviewees were part of Pasifika Healthcare's injury prevention team as well as community members chosen especially and trained in radio skills and content safety. Information packages for the interviewees were provided

* Indicated evaluation in place.

<p>13.6</p>	<p>Outreach to Churches: investigate doing a project with at least one church as per contract period 2001/02.</p>	<ul style="list-style-type: none"> Approach 2 churches to gauge level of interest. Work with Minister(s) to investigate a needs analysis of churches and implement to gauge the churches needs, in partnership with other agencies. Decipher project on safety measures at church grounds in partnership with other agencies. Implement the project determined between churches and Pacific Peoples Project. Report back on investigations and implementations in service reports by 31 January 2003. 	<ul style="list-style-type: none"> by Safekids. Currently in discussion and planning for activities for 2003's Kidsafe Week Campaign, to include funding applications. The Samoan SDA church in New Lynn have indicated through their minister an interest in doing a needs assessment of what they would consider as a priority when it comes to safety. Due to the new minister's appointment, the needs assessment needs to go through certain departments to be confirmed and currently discussions to appoint some church members to get on board the assessment. The needs assessment has a three-pronged approach to involve three age groups -- adults, youth and children. Thus only part of the assessment has been completed, as indicated in the last report, and planning to implement the last part of this needs assessment with the adult and youth groups by next reporting period. Education sessions are underway for preschool age in the church. With future sessions for adults. Outcome of the safety audit proved positive and the church board have taken on board recommendations and are looking for funding to meet some of these recommendations. Investigating with the Tuvalu church minister one particular project relating to safety are in discussion. <p><i>More work needs to be done on this output due to the lengthy process of a buy in to the church as well as finishing the needs assessment.</i></p>
<p>13.7</p>	<p>Pasifika Injury Prevention Aukalana (PIPA): Attend regular monthly meetings of PIPA.</p>	<ul style="list-style-type: none"> Work closely with PIPA to identify safety issues for Pacific people. Respond appropriately to issues addressed, where resources allow. Report back on activities on service reports by 31 January 2003. 	<ul style="list-style-type: none"> Pasifika Healthcare's injury prevention team has attended 2 meetings during the reporting period. Investigation of a part-time co-ordinator for PIPA, and funding is still in progress.
<p>13.8</p>	<p>Waitakere Living Arts Festival: Undertake promotional activities at Waitakere Pacifica Living Arts Festival in 2003.</p>	<ul style="list-style-type: none"> Activities determined in consultation with Pacific Island Advisory Committee by 31 July 2002. Activities implemented by July 2003. Report available by 31 July 2003. 	<ul style="list-style-type: none"> Planning and discussions for activities at the festival 2003 are underway.

Objective 14: Work towards the reduction of falls, burns and scalds and road injuries in pre-school children.

14.1	OUTPUTS	PERFORMANCE MEASURES 2002/2003	ACTIVITIES TO DATE
A19	<p>Language Nest Pilot Programme:</p> <ol style="list-style-type: none"> 1. Prevention of Falls 2. Safety Audit 3. Education Sessions 4. Safe Under Five 	<ul style="list-style-type: none"> • Undertake a falls prevention project focused on children 5-9 years (combined project with Puriri and General component). • Introduce the Safety Audit Package to at least 3 Pacific Island Language Nests in Waitakere City. • Work with Waitakere City Health and Safety Officer to monitor at least one Language Nest by 31 January 2003. • Report on progress in periodic reports by 31 July 2003. • Report on progress in periodic reports by 31 January 2003. • A minimum of 3 education sessions around these injury areas by 31 January 2003. • Major safety theme is falls – promote this issue in conjunction with General and Puriri projects. • Report on progress in periodic reports by 31 January 2003. • Continue to maintain activities under the Safe Under 5 Plan 	<ul style="list-style-type: none"> • Working alongside the Puriri and General components on a four pronged falls prevention project focusing on children from 5-9 years. This has included many meetings from November of 2002 to discuss potential projects, planning and funding. • Safety Audit package has been completed however been able to pre-test with the Nor Cook Island preschool due to completion of building on site. Though this will be carried out in 2003. Wanting to begin with Nor West Cook Island as it is a new building and wanting to see a before picture, and hopefully and after picture from the completion of the buildings. • A Health Protection Officer will be present for the audits. • Injury prevention team have completed 4 education sessions – two with preschools and two with churches. Now putting together an evaluation sheet, to help with the team's overall performance. • The theme of falls has become a priority due to the high number in statistics for Pacific Island children and currently looking to put together a teaching lesson plan specifically for falls preventions messages and sessions for parents, teachers and preschoolers.

* Indicated evaluation in place.

WAITAKERE CITY COUNCIL FIRST CALL FOR CHILDREN POLICY

"If children have rights and are treated with respect and dignity, they will learn by experience the most valuable lesson of all, to treat others with equal dignity, respect and concern."

First Call for Children is one of the fundamental principles underpinning an international plan of action to improve the future of the world's children and implement the United Nations Convention on the Rights of the Child (UNCROC). Over a decade ago, world leaders made a commitment to giving high priority to the rights of children - to their survival, protection and development.

Waitakere City adopted the principle of First Call for Children in 1993, firmly establishing itself as a national leader in putting children first. The adoption of First Call for Children has seen an increased focus on advocating for children, raising awareness and understanding of children's issues locally and nationally, ensuring Council's own services are planned with children in mind and proactively involving children and youth in Council projects and decision-making processes.

This policy renews the mandate for First Call for Children, guides the implementation of UNCROC within Council and provides a framework for the development of annual unit specific action plans. The action plans will be developed in conjunction with each unit of Council and are a vital component of the policy.

The purpose of this policy is to provide a context for Council's work with children and youth and ensure that Council understands the rights, needs and best interests of children and youth and takes these into account in the provision of services, projects and activities in order to make **Waitakere City a great place for kids.**

Waitakere City - a great place for kids

A city where children and youth:

- Participate in the development of their city
- Play and hang out safely
- Have good health care, education & housing
- Are free from violence
- Develop their own cultural identity and enjoy the city's diversity
- Are free from discrimination
- Access integrated transport systems
- Enjoy clean air and water and green spaces
- Are free from poverty

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WAITAKERE CITY COUNCIL OBJECTIVES	WHAT WE WILL DO
<p style="text-align: center;">TREATY BASED</p> <p>Recognise the Treaty of Waitangi as the ridgepole of its relationship with tamariki and rangatahi and acknowledge that their interests and well-being must be seen in the context of whanau, hapu and iwi well-being.</p>	<ul style="list-style-type: none"> • Develop effective relationships with iwi and Maori communities to increase the capacity and capability of Maori providers to deliver services for Maori in accordance with their own goals and priorities. • Recognise the Maori view of healthy development and well-being that is holistic and embraces equally the significance of taha whanau, taha tinana, taha wairua and taha hinengaro (family, physical, spiritual and mental elements). • Ensure and support the effective involvement of Maori children, youth and their whanau in decision-making, planning, development and delivery of services. • Obtain information about Maori children and youth from Maori sources where possible as their needs and interests are best defined by Maori. • Provide opportunities for Maori children and youth to develop strong leadership skills. • Evaluate the appropriateness of Council services for Maori and report on the outcomes to Maori.
<p style="text-align: center;">CELEBRATE DIVERSITY</p> <p>Identify, acknowledge and celebrate the diversity of all children and youth living in the City and ensure their rights and best interests without discrimination.</p>	<ul style="list-style-type: none"> • Provide a range of services, activities and facilities that are barrier free and meet the needs and interests of all children and youth in the City. • Promote respect for cultural diversity as children and youth are most likely to reach their potential when they can develop within their own cultural context. • Pay particular attention to the needs of children and youth who may be marginalised or disadvantaged in their opportunity to have input and access to services.

ENCOURAGE PARTICIPATION

Value the views of children and youth and provide them with opportunities to participate in Council decision-making.

- Consult with children and youth about how they want to be involved with Council.
- Consult in a variety of different ways to ensure that the diversity of children and youth in the City have the opportunity to have input.
- Provide information, support and resourcing to ensure effective participation.
- Value the views of children and youth and translate them into action.
- Monitor and review consultation and participation practice to ensure that it is representative and effective

AWARE AND INFORMED

Be aware and informed of the needs and best interests of children and youth in Waitakere City and use this information to plan and prioritise its work programmes.

- Collect a range of information on the well-being of children and youth and report regularly on the state of the cities children and youth.
- Consult directly with children and youth and obtain their views of their issues and needs.
- Ensure that Council has information about children and youth representing all ages, ethnicities, occupations, abilities and interests.
- Collate, promote and disseminate information within Council and externally in order to improve services provided to children and youth.
- Use the information to plan services, prioritise the allocation of resources and respond with flexibility to the changing interests and needs of children and youth.

ADVOCATE AND WORK COLLABORATIVELY

Work with and support others to advance the well-being of children and youth and promote their rights, needs and best interests.

- Work with Maori providers, community and central government to strengthen family well-being and whanau development.
- Seek ways to enhance and strengthen community structures, services and facilities that support children, youth and families.
- Develop key areas for joint advocacy based on information and research about child and youth needs for healthy development which include
 - Commitment to early childhood initiatives
 - Supporting the transitions from childhood to youth to adulthood
 - Attainment of an adequate standard of living
 - Prevention of family violence, crime and bullying
 - Supporting initiatives that increase local employment opportunities for youth
 - Ensuring access locally to a wide range of quality learning environments, education and training opportunities.
- Complement local, national and international initiatives that are consistent with the FCFC Policy.
- Ensure that child and youth aspirations are taken into account and the opportunity is given for them to express their views.
- Raise awareness of and advocate for children's rights needs and best interests in the wider community.

<p>PROMOTE HEALTHY DEVELOPMENT</p> <p>Provide Council services and activities that acknowledge child and youth rights and promote healthy and balanced development.</p>	<ul style="list-style-type: none"> • Increase the number and range of safe, accessible and affordable places events and activities for children and youth in the City and involve them in the process. • Ensure that child and youth needs for adequate housing, safe places to play and hang out, mobility and community inclusion are prioritised in urban development and planning processes. • Involve children and youth in the development of a safe, barrier free, sustainable and healthy city. • Ensure that the planning of facilities and services takes into account the need for access to integrated, affordable and safe transport. • Utilise and support the talents of children and youth by providing opportunities for them to initiate projects of their own choosing in partnership with Council and assist them to implement them where required. • Ensure that children and youth have access to child friendly and culturally appropriate information and resources informing them of their rights and the range of support services available to them.
<p>WORK EFFECTIVELY</p> <p>Develop comprehensive monitoring systems to ensure that services and activities for children and youth are effective and work well.</p>	<ul style="list-style-type: none"> • Collate baseline knowledge on child and youth well-being and monitor on an ongoing basis. • Develop a detailed system of child impact assessments and build into all levels and aspects of Council work programmes, budgets and decision making processes. • Develop short, medium and long term plans with targets and review points for the implementation and monitoring of the FCFC Policy • Ensure other policies and strategies within Council are aligned with the FCFC Policy.

14 March 2003

PUBLIC TRANSPORT GOVERNANCE ISSUES FOR THE AUCKLAND REGION

Definition And Evaluation Of Two Options

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1.0 INTRODUCTION

1.1 Purpose of this Paper

1.1.0 This paper presents two possible options for the governance of passenger transport in the Auckland region. The two options presented are designed to highlight two different approaches to passenger transport governance in the region, and to provide the basis for the identification of a single preferred option based on the best features of both.

1.1.1 The purpose of this paper is to obtain your feedback on the two options as currently drafted. Specifically, you should focus on the following questions:

- What are the main differences between the options?
- Which elements of each option do you like/dislike? Why?
- Is there a way that the best elements of each option could be combined to produce an option which is acceptable to you? What would this option look like?

The feedback which is obtained from you will be used to identify one preferred passenger transport governance option for the Auckland region. Once a preferred option has been arrived at, it will be referred back to Councils for approval.

1.2 Background

1.2.0 While transport governance and funding issues have been discussed in a number of different contexts recently, the two options outlined in this paper are the product of a two year review of transport governance and funding arrangements ('the Auckland Regional Transport Governance and Funding Review'). The Auckland Regional Transport Governance and Funding Review is a joint local/central government project which was initiated by the Ministry of Transport to:

- consider land transport governance and funding arrangements in the Auckland region; and
- identify new governance structures which might overcome some of the difficulties and inadequacies of current arrangements.

Initially, the project was focussed on the regional governance arrangements for land transport, but following a series of workshops, the current project scope was limited to passenger transport. The wider context of land transport governance (and particularly land transport funding) does, however, remain an important consideration.

1.2.1 The mechanism which has been used to arrive at the has been to establish a political sounding board (PSB) comprised of councillors from all regional Territorial Local Authorities and the Auckland Regional Council (Transit, Transfund and the Ministry of Transport also attend). The PSB is supported by a steering group of officers from each of the TA's and the ARC. Your PSB

members have been representing the views of your council within this process and these options have been designed in consultation with that forum. It is anticipated that a final recommendation will be made to the Minister of Transport in June or July (after formal approval has been obtained from the councils of Auckland.)

1.2.2 To date, three reports have been produced and discussed by the Political Sounding Board. Most recently, a number of governance options were considered at a meeting of the Political Sounding Board on 29 November 2002. It was decided that two broad governance options would be developed and evaluated further and the results reported back to the PSB at their next meeting in early March 2003.

1.3 Summary of Option Differences

1.3.0 The two main differences between the options are:

- Option A "Lead Agency", is based around a lead agency (the ARC), whereas under Option B "Jointly Led", it is based around a joint decision making process among the Councils without a lead agency;
- Under Option A, strategy and service/infrastructure planning are effectively grouped together under the ARC. Whereas under Option B, service and infrastructure planning and implementation are largely grouped together within the Council Controlled Organisation (CCO).

1.3.1 Funding (general rates and other funding) will come principally from the ARC, the Territorial Local Authorities (TLAs) and Transfund. Under both options the ARC and the TLAs transfer rates and other funds (including Transfund subsidies) to the PT Steering Committee (PTSC) or the Joint PT Steering Group (JPTSG) for allocation. The composition of those funds (i.e. the rating component) and the ability to secure the funding stream is different under each option:

- Under Option A, the ARC would be the primary contributor of rates to the PTSC. TLA's would provide 'top up' funding for additional benefits. The ARC would act as a residual funder. The PTSC then decides how the funds will be allocated to the ARC Service and Infrastructure Planning Group for distribution under contracts to the operators and the CCO; and
- Under Option B the rating component of funds is raised jointly by the ARC and TLA's according to an agreed formula. The JPTSG then decides how the funds will be allocated to the CCO, and the CCO deals directly with and provides funds under contracts to operators.