

**AGENDA FOR AN ORDINARY MEETING OF THE CITY DEVELOPMENT COMMITTEE
TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON THURSDAY, 6 MARCH 2003
COMMENCING AT 9.30 AM.**

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1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) and (7A) of the Local Government Official Information Act and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Committee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



3 CONFIRMATION OF MINUTES

Ordinary - Thursday, 13 February 2003

RECOMMENDATION

That the minutes of the Ordinary Meeting of the City Development Committee held on Thursday, 13 February 2003, as circulated, be taken as read and now be confirmed.



4 PRESENTATION

A) THE BUILDING SUSTAINABILITY INDEX

Bruce Taper, Director of the Sustainability Unit at Planning New South Wales will make a presentation to the City Development Committee on BASIX. BASIX is a comprehensive web-based planning tool for councils and proponents of residential dwellings to assess the potential performance of their development against an agreed set of sustainability indices (site, social, transport, water, stormwater, energy, waste and recycling, materials, and indoor amenity). BASIX is designed for all common residential dwelling types, which are detached dwellings, villas, townhouses and multi-unit apartments.

The BASIX tool encourages developers to focus on the sustainability areas that can reasonably be addressed such as environmentally appropriate energy and water efficient systems and appliances, building materials and landscaping.

B) A SUSTAINABLE LIVING AND EDUCATION CENTRE

Iris Donoghue and Gretchen Schubeck from the EcoMatters Environmental Trust will make a presentation to the City Development Committee on the Sustainable Living and Education Centre that is being set up in Olympic Park New Lynn. EcoMatters will be looking for support and some funding towards the ongoing and operational costs of the Centre.



5 PRESENTATION - NEW ZEALAND POLICE

Inspector Mark O'Connor, Area Controller for the Waitakere Area Police, will make a presentation on:

- Waitakere crime statistics versus District wide statistics (which include North Shore and Rodney);
- Key crime issues for Waitakere City;
- Local Police performance against national crime objectives.

From this date forward, it is proposed that the Waitakere Area Controller brief this Committee three times a year on the above. This is to ensure that elected members are fully informed and can advocate effectively on the City's behalf regarding local crime and policing issues.

These proposed briefings arose out of recent discussions between Police and Council staff, aimed at strengthening the relationship between the two organisations. Regular briefings have also been arranged for the Mayor and Chief Executive, and a communication protocol is being drafted, which will set out how the two organisations will communicate and liaise over time. Further areas for potential collaboration will also be explored.

RECOMMENDATIONS

1. That the information be received.
2. That the Waitakere Area Controller briefs the City Development Committee three times a year on local crime issues.

Report prepared by: Rachael Trotman, Strategic Group, Strategy Leader.



6 **ARTS EVENTS: GOING WEST BOOKS AND WRITERS FESTIVAL AND TRASH TO FASHION® AWARDS**

PURPOSE OF THE REPORT

This report seeks to update Council on the two festivals and to give some perspective on the history and development of them over the past seven years. Council's direction is sought in regard to both scale and timing of the festivals for 2003. In particular, the events need to be considered in relation to the proposed Auckland Arts Festival, which is programmed to take place in late September through to mid-October.

BACKGROUND

The Going West Books and Writers Festival was generated in 1996 with two events (a one-day writers festival and a literary train-trip to Helensville by railcar). Approximately 210 people were involved. By 2002 the festival had grown to incorporate nine events, spread over ten days and involving over 5,000 people. In the process of this development over 200 New Zealand writers and performers have been brought to Waitakere City and it is known nationally as the only literary festival which focuses specifically on New Zealand writers and writing. The intimate style of the events and the unique steam train trip to Helensville has branded it as the best festival of its size in the country. The community events such as the free StoryFest, Wordsmiths (schools programme) Wordup (young adults night) and the second-hand and rare book market diversify and extend participation in the festival.

The Trash to Fashion® Awards also began in 1996. What originated as a volunteers celebration for Operation Spring Clean is now a show attracting national attention, an audience of 3,000 over two nights, participation from schools and tertiary education institutions and design professionals from a wide range of arts disciplines. The event is strongly based on the 're-use, recycle, reduce' message and is developing a wider educational component each year.

STRATEGIC CONTEXT

These events contribute to the fulfilment of Council's own commitment to the well being of the communities of Waitakere City.

The Trash to Fashion® Awards also have links to Council's goals relating to Zero Waste, the Green Network, clean air and the energy cycle.

Both Going West and Trash to Fashion® are identified in the newly adopted Arts and Cultural Strategy as flagship events within the city. They are now of sufficient scale and reputation to act as cultural tourism attractors with an economic benefit to the community.

ISSUES

The Going West Books and Writers Festival and the Trash to Fashion® Awards have grown into celebratory festivals of considerable scale. Their reputation is extensive and is, to some extent, founded on the uniqueness of the ideas behind them. That they have developed organically from community initiatives adds to their strength.

The following issues require consideration:

- Programming. Both events have a regular slot in the events calendar in spring and are timed to avoid conflict with other similar major events such as the Auckland Writers Festival, Style Pacifica and New Zealand Fashion Week. However, in September/October 2003 Auckland City is planning an arts festival comparable to the Wellington Arts Festival. Waitakere City is faced with either competing in the market with the current branding or negotiating a subsidiary place as a supporting event to the main Auckland Festival programme. The Auckland Festival team has approached Council with this proposal but want a considerable fee (\$10k);
- Many similar festivals have become bi-annual in recent years. This is another option for Going West;
- Trash to Fashion® is less impacted by the planned Auckland Festival but needs to be carefully programmed in relation to New Zealand Fashion Week and other new fashion/arts events such as Cult Couture (Manukau City);
- Resourcing - Both events have now outgrown the allocated resources of staff time and budget. Going West requires a part-time festival co-ordinator to oversee the organisation of the event over a six-month period. Current arts staff contribute significant time to this project and work loads are now making this unsustainable;
- Trash to Fashion has the potential to expand the environmental side to the project and to grow the event as a flagship celebration of the city. This will demand the expansion of the role of Director from the present six-month contract to a nine-month FTE contract spread over 11 months. The rationale for this is that it is critical that both sponsorship relationships, education and promotion need to begin early in the year. The project has been disadvantaged in the past due to missed opportunities in all these areas;
- Sponsorship - Council budgets for these two events have increased substantially over the past few years. However, each event still requires significant support from external funding bodies and private sector sponsors. Creative New Zealand and the Licensing Trusts are major supporters of the festivals, but allocation of grants is annual and never guaranteed. In the private sector, despite some major supporters such as Douglas Pharmaceuticals and KPMG, sponsorship is increasingly difficult and time-consuming to attract. It is a key component to achieving good sponsorship involvement to have project staff under contract early enough to make approaches to potential sponsors when annual budgets are being set.

RESOURCES

The festivals are funded on substantial Council budgets allocated through the Annual Plan process. (2002 - Going West, \$55,000; Trash to Fashion, \$48,000). The balance of each budget comes from grants, sponsorships and revenue.

For 2003 budgets are proposed as follows:

- Going West, \$60,000;
- Trash to Fashion, \$72,000.

These increases reflect the need to increase the project management capacity of each event.

CONCLUSION

The Going West Books and Writers Festival and the Trash to Fashion® Awards are highly successful events for the residents of Waitakere and are regional attractors to the city. They enhance the reputation of Waitakere as an arts-rich environment with a very unique style and brand. Both events face challenges, mainly in the areas of resourcing and placement in the regional events calendar. However, given the strength of the brands and the uncertainties around the production of the new Auckland Arts Festival, it is suggested that Waitakere proceed with both events as planned and remain in contact with the Auckland Arts Festival organisers to maximise any free promotional opportunities that arise. Issues of resourcing will come before the Annual Plan process in due course.

RECOMMENDATIONS

1. That the information be received.
2. That the timing of the Going West Books and Writers Festival and the Trash to Fashion® Awards in September and November of 2003 respectively, be endorsed and that both events are delivered and marketed independently from the Auckland Arts Festival.

Report prepared by: Naomi McLeary, Arts Adviser.



7 LOPDELL HOUSE GALLERY AND CORBAN ESTATE ARTS CENTRE: HALF-YEARLY REPORTS

PURPOSE OF THE REPORT

This item presents and comments on the service agreements and performance measures for the City's two arts and cultural precincts for the period July to December 2002. The six-monthly reporting schedule, which includes an annual report to be presented in July of each year, is a commitment under the Service Agreement held with each institution.

BACKGROUND

Lopdell House Gallery has been a significant arts and cultural institution in Waitakere City for approximately fifteen years. In that time it has progressed through various stages of development and management. Currently the major portion of its operating budget is funded by Council through the Annual Plan process, as is a rental charge set at market rates. (Total budget \$300,000). Lopdell House is owned and maintained by Council. The Gallery complex is regarded as a major regional arts facility and draws attendance from a local and regional audience. Its exhibition and public education programmes are designed to reflect the best of both the local and national arts scene.

The Corban Estate Arts Centre is a new arts and cultural hub serving a citywide demographic and also drawing increasingly an audience from beyond the City boundaries. The gallery and educational programmes are designed to have a greater focus on the arts, culture and heritage of Waitakere City. The site also allows for an extensive range of other activities such as artists studios, small performances and outdoor festivals and events. The homestead building has undergone a major refurbishment project over the last year and now contains three galleries, a retail outlet, teaching studios and administration offices. Adjacent buildings are sub-leased to the Waitakere Central Community Arts Council and the Pacific Islands Advisory Board. Council currently provides an operating budget of \$140,000, exclusive of rent.

STRATEGIC CONTEXT

The Council's current Strategic Review process has identified 'flourishing arts precincts' as a priority in the short and medium term. This is further supported by the newly adopted Arts and Cultural Strategy. Both arts institutions also contribute to cultural tourism development and economic benefits to their local area and the wider City.

Currently there is feasibility work being undertaken to establish the viability of a proposal to site small 'high-end' cinemas as part of the Lopdell House Arts Precinct and a trust to undertake the overall development of Lopdell House has been approved in principle by Council. (December 2002)

The Corban Estate Arts Centre is part of a wider development of the estate. It is significant in its location at the gateway to Henderson and is a key component in the overall planning for Henderson.

ISSUES

Lopdell House Gallery

A1-A22 The report attached at pages A1 to A22 outlines the exhibitions, events and educational programmes of the last six months:

- Of particular note are the major ceramics exhibitions held in that period. The Portage Ceramics Awards, funded by the Portage Licensing Trust, is now the premier event of its kind in New Zealand and indications are that it will continue as an annual event. The Len Castle show honoured one of Waitakere City's greatest artists and coincided with the publication of a definitive survey of his life's work.
- A new venture to institute monthly Studio Open Days to coincide with the Titirangi Market is bringing a new audience to the centre.
- The performance measures show that Lopdell House Gallery is meeting and exceeding its set targets. Those targets relating to future development of the arts precinct cannot be met until the proposed trust, endorsed in principle by Council in December 2002, is put in place over the next two months.

Corban Estate Arts Centre

A23-A37 The report attached at pages A23 to A37 outlines the transition from an arts precinct in development to an arts precinct in action over the last six months:

- Of note is the contrast between the exhibition and education programme between the two centres. This is early confirmation of the need for a diverse range of arts activity across the City and the different possibilities provided by the two locations. Both formal and informal liaison, supported by Council staff, ensure that activities are complementary and sustainable.
- The report highlights that the existing staff are at full capacity. A submission to this effect will come to the Annual Plan process.
- The Performance Measures for this first year of operation on the Corban Estate are based on predicted performance and have been set after careful consultation with the staff and Trust. These will be fully evaluated at the end of this first year of operation. In general, all aspects of the centre are flourishing and meeting or exceeding expectations.
- The staff and trust are also engaged in working with Council staff on the medium and long-term development plans for the estate.

Additional material including publications and media coverage is available through the arts staff.

RESOURCES

Lopdell House Gallery and the Corban Estate Arts Centre are owned and maintained by Council.

Both arts institutions have operating budgets allocated through the Annual Plan process. (Lopdell Gallery - \$300,000 and Corban Estate Arts centre - \$140,000) Further development on both sites will have implications for Council in relation to these budgets.

Both organisations support these operating budgets by maximising income from educational programmes, retail sales and sub-leasing of space for arts related activities.

CONCLUSION

Waitakere City now has two major precincts for the focussing of arts and cultural activity in the City. They are meeting different needs within the City and are fully engaged in creating individual and complementary programmes. They are contributing significantly to the provision of a rich cultural environment for the residents of the City and creating and reinforcing the profile that the City has as an arts-rich community.

RECOMMENDATION

That the information be received.

Report prepared by: Naomi McCleary, Strategic Advisor/Arts.



8 GLEN EDEN LIBRARY

PURPOSE OF THE REPORT

This report is intended to update the City Development Committee on progress of the design for the Glen Eden Library/CAB/Service Centre building and associated forecourt public space. The report will include a presentation and explanation of the Preliminary Concept Design drawings and Preliminary Design Report by the Design Team co-ordinated by Consultant Architects, Architecture Warren and Mahoney.

BACKGROUND

After extensive analysis of site options for the proposed Glen Eden Library development in the early stages of 2002, it was resolved at the 16 May 2002 meeting of the Finance and Operational Performance Committee:

2. *That the Council owned properties legally defined as Lot 7 DP62620; Lot 1 DP51163 and Lot 2 DP76823 be approved as the site for the development of the Glen Eden Library and Citizen's Advice Bureaux building with associated car-parking and forecourt community/public open space.*
3. *That work on the tender and design phases of the development process commence forthwith as a commitment against the 2002/2003 Annual Plan.*

Subsequently, through a comprehensive Registration of Interest and Tender evaluation process for selecting Professional Design Consultants, the contract for design of the Glen Eden Library was awarded to Architecture Warren and Mahoney.

The project design process commenced in early November 2002 and to date has run to the Professional Services Timeline prepared as part of the design brief. The Design Consultants have recently completed the Preliminary Concept Design and it is considered that this is a significant point to update the Committee on the results of progress to this stage.

Throughout the process Council has had input into the design from internal stakeholders and Council appointed advisors (Iwi representatives, lead artist, and a consultant quantity surveyor) with coordination from a Project Control Group which meets fortnightly. Also, elected members associated with the Glen Eden area, are updated on progress at other significant times through the Glen Eden Library Working Party which was established as a result of the resolution passed by this Committee at the 9 September 2002 meeting, which read:

That a Glen Eden Library Working Party of nominated elected members be established for ongoing liaison and communication over the Glen Eden Library/CAB/Service Centre project in accordance with the role and scope as outlined in this agenda report, and this be made up of the Chair of the City Development Committee, the New Lynn Ward Councillors and the New Lynn Community Board.

2775/2002

STRATEGIC CONTEXT

The design brief for the project emphasises the requirement for:

*.....a project outcome that realises the concept of a unified design solution which fully integrates the new library building with all other elements, components and qualities intended for the total site development; **and***

On a wider scale, the whole development must be visualised and designed to also integrate with the Glen Eden town centre context and provide a design direction and stimulus for future revitalisation projects.

To achieve this outcome, the brief also requires that:

.....the Principle Consultant, in this case the Architect, shall be required to assemble and coordinate a multi-disciplinary Design Team and nominated advisors, approved by the Client. Throughout the Contract, the Principle Consultant shall be responsible for ensuring that all members of the Design Team and the advisors cooperate in a comprehensive, collaborative design process to create inspired solutions that achieve the project outcomes specified in the Project Brief and Scope of Works.

The intention of the brief is to ensure that the final design solution for the project fully integrates the new library building and all other site related elements as a total site development which achieves the objectives of Council's Library Development Strategy 1998 and, ensures that the proposed library complex concept fits with or supports the intentions of other key Council strategies, programmes, policies and processes, including:

Urban Villages Strategy	Public Transport Strategy
Leisure Strategy	Community Revitalisation
The Greenprint	Customer Services Review
The Better Building Code (Section D4)	Glen Eden Plan (Enterprise Waitakere)
Parks Strategy	Safety Strategy
Arts and Cultural Strategy- Draft	

ISSUES

A38-A42

Architecture Warren and Mahoney and the Project Design Team have now developed the Preliminary Concept for the Glen Eden Library Urban Development, which they will present to the Committee for comment. Copies of the Preliminary Concept drawings are also attached at pages A38 to A42. The Architects will also be undertaking a presentation to the New Lynn Community Board at their 3 March meeting. Following this, the Design Team will move into the next stage of the process - **Developed Design**.

To ensure that the project will be delivered within budget, Council staff and the Consultant Architects have collaborated with the Quantity Surveyor contracted by Council to oversee value management processes. This collaboration will continue throughout the design and construction process. Despite a larger than expected (10% rather than the projected 3%) escalation in construction costs which has occurred since the budget was set, the design concept is expected to be developed and delivered within the budget, without any compromise on quality.

To achieve a high standard of sustainability for the building and site development, the Architects and Design Team have worked closely with acknowledged experts in the field of environmentally sustainable design to include elements and services which will be modelled and/or evaluated in accordance with national sustainability standards currently being developed.

The Architects and Design Team have also collaborated closely with the nominated lead artist John Parker and Iwi representatives from Te Kawerau A Maki. A number of key features of the building and associated forecourt design either have been significantly influenced by their input or will incorporate art works commissioned for the project under their advice.

The Project Control Group has, over the last 2 weeks, reviewed the Preliminary Concept Design and Preliminary Design Report. Comments and proposed changes have been forwarded to the Architects and Design Team for consideration and appropriate amendments. It is intended that the next stage of the process, **Developed Design**, will start on the date specified by the Professional Services Timeline.

The Concept Design phase has also included the landscape design concept for the forecourt public space, which was not included in the funding for the library building. A report on the proposed funding for the forecourt will be presented to the 10 March meeting of the Finance and Operational Performance Committee.

CONCLUSION

The concept design for the new Glen Eden Library has been completed and the Architects and Design Team will be presenting this to the Committee. At this stage the project is working within both the agreed timeframes and budget, with a projected opening date in late August 2004.

RECOMMENDATION

That the information be received.

Report prepared by: Peter Joyce-Project Manager-Urban Design: Strategy and Development.



9 HOBSONVILLE CORRIDOR AND MASSEY NORTH PLANNING

PURPOSE OF THE REPORT

This report is to update the City Development Committee on progress for the planning for two new growth areas in the north of the City, the Hobsonville Corridor and Massey North.

BACKGROUND

Regional Growth Strategy and Metropolitan Urban Limit

A43

The two areas under consideration form part of the Northern Strategic Growth Area (NorSGA). The Northern Strategic Growth Area includes (but is not limited to) Hobsonville peninsula, the Whenuapai basin, Redhills and Massey North. The Regional Growth Strategy identifies the areas south of the new State Highway 18 (Hobsonville Corridor) and west of the new State Highway 16 (Massey North) as potential future urban growth areas (see Map attached at page A43).

In October 2001 Waitakere City Council, North Shore City Council, Rodney District Council and the Auckland Regional Council signed the Northern and Western Sectors Agreement, which sets out their understanding of how growth will be managed in their respective territories over the next 20 years. The Northern and Western Sectors Agreement sets out in broad terms the overall growth expectation for the Northern Strategic Growth Area and the issues that will need to be considered and addressed before urban development can proceed. Massey North and the Hobsonville Corridor are areas that have been identified as potential future urban areas with an indicative development horizon of 20 years.

At present the whole of the NorSGA is outside the Metropolitan Urban Limit (MUL) of the Auckland Regional Council. However there is agreement in principle in the Regional Growth Strategy that urbanisation will occur in certain areas of NorSGA, and that the Metropolitan Urban Limit will be extended to include the areas identified for urban expansion in the Northern and Western Sectors Agreement. The new Metropolitan Urban Limit will be defined in the north by the new State Highway 18 route, and this would effectively define the Hobsonville Corridor.

The exact timing and location of the extension of the Metropolitan Urban Limit has not yet been determined. The Auckland Regional Council has concerns about the effects of development on the water quality of the Upper Waitemata Harbour, and wishes to undertake modelling of these effects before agreeing to an extension of the Metropolitan Urban Limit. Preliminary work by Ecowater Solutions indicates that urbanisation with passive storm water control mechanisms could in fact have a positive effect on water quality in the Upper Harbour. Council has lodged comprehensive catchment management plans with the Auckland Regional Council for the Waiarohia and Totara catchments that cover the growth areas described in this report.

Another significant constraint is the lack of wastewater disposal capacity. Addressing this issue will be a significant task and is likely to take at least 5 years to resolve.

STRATEGIC CONTEXT

The development of the NorSGA area is a significant issue. It provides the key opportunity to realise many of Council's EcoCity objectives. It needs to be managed in a way that:

- avoids or minimises the adverse effects on the environment;
- supports the Council's strategy of consolidation in its existing and future Town Centres;
- avoids the car based "suburban" development pattern that has characterised the City's development over the last 50 years.

There are a number of major issues that need to be resolved and it is anticipated that it would be at least eight years before urban development would commence, although Council needs to consider how it will promote economic generating activities before allowing residential development.

Objectives

The strategic outcomes being sought from the Hobsonville Corridor/Massey North planning project are:

- a thriving town centre and employment zone in the north of the city providing increased local employment;
- a town centre linked to public transport networks that is easy to access and travel around;
- subsidiary centres that complement and link with the major town centre;
- an area of the city that has quality amenity and green space;
- urban growth managed in an environmentally sustainable fashion;
- sufficient community and social services to meet the needs of the local area.

These strategic objectives were informed by the following considerations:

- Council's strategic direction for sustainable urban development;
- there is less than 50 hectares of vacant working environment land available in the current city area;
- land that is available tends to be in small isolated sites that are not attractive to modern high value added businesses;
- Council aims to have 60% of its working population employed within the City boundaries by 2011;

- the only greenfields area available for large-scale business development in the City is the Northern Strategic Growth Area;
- Regional and Council Business Surveys have shown that businesses regard access to motorways and arterial roads as the single most important location factor.

Within this context there is an expectation that the Hobsonville Corridor and Massey North areas should provide an innovative solution to providing a high-intensity working environment with a low level of environmental impact. A vision for the area should consider a wide range of development possibilities, especially taking into account future employment and living trends.

Timing

At present the expectation is that the Hobsonville Corridor and Massey North areas will begin to be developed within a 5-10 year time frame, as indicated in the Northern and Western Sectors Agreement. The State Highway 18 motorway is expected to be complete in 2007, assuming that construction starts in September 2003. Investigative work to develop concepts for development of the area has begun so that Council is in a position to:

1. Plan and install water infrastructure before development takes place.
2. Plan and negotiate roading networks with Transit NZ.
3. Provide support for Council's position regarding the Waitemata Upper Harbour Study.
4. Have sufficient lead time to develop guidelines and policy to guide development.
5. Have sufficient time to purchase strategic land parcels.
6. Co-ordinate with other related developments e.g. Hobsonville Peninsula, Waiarohia Rural Structure Plan.
7. Provide a context for landowners to plan future development options.

ISSUES

Progress to Date

A44

The initial intention was to conduct a staged two-workshop process with associated consultation processes. The first workshop, held in August 2002, was a preliminary investigation of possible development scenarios that could meet Council's strategic objectives. The second workshop was intended to then develop and test these scenarios to enable a preferred solution to be produced at a more detailed level. Consultation processes were planned to occur before the first workshop, between the two workshops, and after the second workshop. (See Attachment at page A44).

Communication and Consultation

Consultation with the local community is a critical factor in sustainable development options being understood and supported by local interests. In this area in particular there is a very wide spread of stakeholder expectations. In the absence of a strong and focussed urban community, the main stakeholders are landowners. Their expectations range from those who would strongly prefer to carry on their current activities on their current land (e.g. horticulturalists), to those who are eager to resolve the status of the area as soon as possible in order to realise development opportunities.

A steering group involving Councillors Nash, Neeson, and Fenton was established to oversee the consultation process for this project. It was decided that the first stage of the process would be to form focus groups to understand the concerns of various stakeholders that could inform the design workshop. Focus groups were established for landowners, businesses, developers, and local interest groups. Consultation meetings were also held with iwi, Enterprise Waitakere, neighbouring Councils and interested government agencies.

A45-A50 A newsletter ("Corridor News 1", see Attachment at pages A45 to A46) was distributed to all landowners in the affected areas, plus all prospective focus group attendees. The newsletter outlined the process that was occurring and invited participation. Subsequently, a further newsletter ("Corridor News 2", see Attachment at pages A47 to A50) was distributed in November 2002 detailing the issues and results from the consultation processes.

Workshop Results

The results of the workshop were presented to Councillors at a special presentation immediately after the workshop on 22 August 2002. A video has also been prepared of the workshop presentation for any Councillors who wish to review it. The planning workshops called on the expertise of a number of international experts, including:

- Kobus Mentz, Urban Design;
- Chip Kaufman, Urban Design;
- Wendy Morris, Urban Design;
- Derek Kemp, Economic Development;
- James Higgs, Traffic Modelling.

Local experts were also engaged in the areas of landscape design, environmental impact and modelling, land valuation, and retail development. Other attendees included representatives from Transit New Zealand, Auckland Regional Council, North Shore City Council, Ngati Whatua, Te Kawerau a Maki, Waitakere Properties Limited, Enterprise Waitakere, as well as significant involvement from Council staff.

The workshop and consultation processes generated a number of issues, some of which needed almost immediate resolution. Some issues were of a general nature, and others were more specific to the area under investigation. The major general issues were:

- the need for integrated planning and communication over the whole NorSGA area to address all development issues in a comprehensive manner. Many stakeholders asked for information on related projects in the NorSGA area that were not being specifically addressed in the Hobsonville Corridor consultation;
- the need to capture the opportunities generated by the airbase closures at Hobsonville and Whenuapai in the planning for adjacent areas such as the Hobsonville Corridor;
- the need to avoid hasty decisions in rural structure plan areas that could preclude other forms of development at a later date. The Waiarohia Structure Plan in particular was at an advanced stage of development;
- the need to avoid land speculation activity by the general public and the need for a more clearly defined Council strategy for land acquisition;
- the need to reserve public transport corridors for the future.

The more specific issues relevant to Massey North, Westgate and the Hobsonville Corridor were:

- a desire to reinforce Westgate as a major sub-regional centre rivalling Albany;
- associated medium density housing just to the north of Westgate to support the town centre;
- employment zones further to the north under Whenuapai flight paths where other activities would be proscribed;
- installing a motorway junction further south than Transit intended on the new State Highway 16 to service new employment zones and keep heavy traffic out of the town centre;
- installing a spine road through the Hobsonville Corridor to allow the current residential nature of Hobsonville Road to be retained and to allow effective intensification to support public transport;
- probable new subsidiary town centres at Trig Road and Hobsonville Village;
- probable light industrial/warehousing activities around the Brigham Creek interchange with Hobsonville Road;
- a desire for a high quality secondary school to support high quality residential and business development;
- opportunities for sustainable business parks in certain areas;
- determining how to provide water infrastructure in a manner that would allow staged development.

Whenuapai airbase

Although these represent a large number of specific and general issues, there was in essence one over-riding issue, which was the future of the Whenuapai airbase. At the time the workshop took place there had been no announcement on the future of the airbase, and the Whenuapai area was specifically excluded from the study area as it was outside the proposed extension of the Metropolitan Urban Limit. However, it became apparent that if the airbase did close and was converted to civil use, there would be a profound effect on the whole area. In particular, areas in the noise control corridor for the airport would be unsuitable for housing, but suitable for employment activities. These areas were found to be large, flat, and very well positioned between the two new motorways, and therefore much more suitable for employment activities than most areas within the Hobsonville Corridor/ Massey North areas. Further planning and consultation for the Hobsonville Corridor was therefore postponed until the future status of Whenuapai became clearer.

On 10 December 2002 the Minister of Defence announced the closure of the airbase and withdrawal of the RNZAF over a five-year timeframe. However, it is presently too early to determine whether a civil airport will be viable at Whenuapai, and what form it could take.

Actions Subsequent to Design Workshop

A number of major issues arose from the consultation and workshop processes that needed further action. These have been dealt with as follows:

- **Rural Structure Plans** - the Waiarohia Structure Plan was at an advanced stage of development. It was recognised that its furtherance would preclude more intensive urban development around Whenuapai airbase and in the Hobsonville Corridor that would support Council's strategic objectives. Council therefore resolved to put this project on hold for 18 months until planning for adjacent areas was more complete.

- **Integrated planning over the whole NorSGA area** - staff have instituted a review of all NorSGA projects, a manager's NorSGA Steering Group has been established, and a Councillor's workshop was held on February 21st, which reviewed current thinking on development over the whole NorSGA area.
- **Integrated communications over the whole NorSGA area** - staff established a Communications Working Group to define a communications strategy for the whole NorSGA area. In February 2003 the City Development Committee appointed Councillors Nash, Neeson, Russell, Hoskins and Fenton to oversee this process.
- **Avoiding land speculation activity** - an article appeared in the December edition of the Waitakere City News, which aimed to reduce land speculation under the heading "No fast track for corridor development".
- **Determining Council strategy for land acquisition** - staff have had a report prepared on land values on the Hobsonville Corridor. Further work is underway to identify particular properties that could be acquired and the rationale for such acquisition.
- **Status of Whenuapai airbase** - considerable staff resource has been diverted to better understand the opportunities presented by the closure of the airbase. Although it is not clear yet that it will be suitable or viable as a civil airport, Council has adopted resolutions which promote commercial use of the airport and economic development on surrounding lands.
- **Public transport corridors** - staff have begun a process to investigate the feasibility of installing a busway along the proposed State Highway 18 route.

Future Planning Processes

Because of the number and importance of the issues that were generated by the workshop, the initial project plan for the Hobsonville Corridor has been delayed. The second round of public consultation on the results of the workshop has not yet occurred, and the second workshop has not yet been scheduled. The integration of the NorSGA projects and their communication processes, including Whenuapai airbase, needs to occur before meaningful consultation can continue. At the same time scenarios have been prepared for future urbanisation to assist in water modelling studies (the Upper Waitemata Harbour Study, and the Local Water Agenda). A process has been established to provide communication on all NorSGA issues to the whole City, but this will require some time to be effective. In the interim the planning process for the Hobsonville Corridor has largely ceased. It is intended that the next round of consultation be recommenced once the proposed "North News" newsletter has been distributed at least twice.

RESOURCES

This project is in the current Annual Plan and there are sufficient funds budgeted to complete the planning and consultation process for the Hobsonville Corridor and Massey North.

CONCLUSION

The northern area of the city is considered critical to Waitakere in meeting the residential, employment, leisure and social needs of its future residents and workers. The area represents a major opportunity to develop innovative urban sustainability options. A two-stage workshop planning process was intended to identify these development options for the Hobsonville Corridor and Massey North areas, with associated consultation processes. However significant issues were identified from the first round of consultation and from the first design workshop that have needed to be resolved. Subsequently a number of projects have needed to be further investigated and actions taken to further Council's strategic objectives. A further report will be brought back to this Committee on the relative priorities of these projects with respect to the Hobsonville Corridor/Massey North planning project, and a process to progress the Hobsonville Corridor/Massey North planning project in the future.

RECOMMENDATIONS

1. That the information be received.
2. That a further report be submitted to the City Development Committee outlining a process to continue progress on the Hobsonville Corridor/Massey North planning project in relation to other projects in the Northern Strategic Growth Area.

Report prepared by: Steve Wilcox, Project Manager, Strategic Projects.



10 RAIL UPDATE

PURPOSE OF THE REPORT

A verbal update will be provided to the City Development Committee on the following:

- a. Results of a regional workshop held on 3 March on the "Rapid Transit Network" concerning the choice of transport mode along corridors.
- b. Report back from a Political Sounding Board meeting held on 3 March discussing two options for regional passenger transport governance arrangements.
- c. Progress by the Auckland Regional Council and Auckland Regional Transport Network Limited ("ARTNL") in developing a rail business plan.

BACKGROUND

Transport Mode

At Working Forum B in early 2001, a consensus was reached that Option 2A would be developed. Option 2A provides for improved rail services with double tracking and light rail along the western line and bus or light rail in the central corridor. This decision is being reconsidered in light of the change in political landscape in late 2001 and the issue of affordability.

The Rapid Transit Network workshop was intended to review information on the future development of a rapid transit system, review key decision points and agree a way forward. A further regional workshop is proposed for early April. Decisions relating to the rapid transit network will provide guidance in the development of the region's rail business plan.

Regional Passenger Transport Governance Arrangements

This Committee has considered a range of options for a regional passenger transport entity. A workshop held in November 2002 provided feedback to this Council's representatives (Cr Stone and Cr Presland) at a regional Political Sounding Board meeting in December. A shortlist of two options was identified for further investigation: one is Auckland Regional Council led and one involves a Council Controlled Organisation such as Auckland Regional Transport Network Limited. The analysis of those two options was presented at the Political Sounding Board meeting on 3 March 2003. A paper will be provided to Councils in the region for their consideration.

Rail Business Plan

The Auckland Regional Council and Auckland Regional Transport Network Limited are currently developing a rail business plan, which is targeted for completion in April. Signoff from Councils in the region would be required in April or May. The region's decision on transport mode is a key input into the development of the business plan.

RECOMMENDATION

That the information be received.

Report prepared by: Kevin Wright, Senior Project Manager, Transport Projects.



11 POLICY FOR RESEALING ROADS WITH ASPHALT CONCRETE

PURPOSE OF THE REPORT

The purpose of this report is to recommend to the City Development Committee a policy for the use of asphaltic concrete (Asphalt) for road resealing.

BACKGROUND

The purpose of resealing is to prevent damage caused by water entering the sub-structure of Waitakere City's 720 km of sealed roads, and thus avoid high reconstruction costs.

In the order of 60 km of sealed road needs to be resealed annually. Of the total resealed length about 95% is resealed with stone-chip-on-bitumen (Chip-seal), and the remainder is resealed with asphalt concrete (Asphalt). Slurry seals are no longer applied owing to their short life.

During the 2001/2002 resealing season some residents complained about new Chip-seal and wanted its immediate replacement with Asphalt. The reason given was the undesirability of the increased traffic noise; for example, two households in Golf Road complained when Chip-seal replaced slurry seal over a 300 m section of that road.

The New Lynn Community Board subsequently on (1 July 2002), resolved as follows:

“That the matter of Chip-seal sealing as opposed to Asphalt road surfaces be brought to the Annual Plan Special Committee and that any relevant information covering financial and policy aspects from North Shore City, Auckland City and any other appropriate source be included.

2201/2002

On 22 July 2002 the Director: City Services convened a workshop in the Council Chamber to go through the issues with affected residents. All Councillors and Community Board Members had the opportunity to attend. As a result of this workshop there is a greater appreciation of the issues. As well, the workshop requested staff to report to the City Development Committee on a policy for the use of Asphalt seals taking into account relevant issues, and the practice of other Auckland Road Controlling Authorities.

STRATEGIC CONTEXT

The Council's 'Well Being Support' pathway to a sustainable city has an objective that 'Citizens have a safe and healthy environment'.

The Council's 'Urban Village' pathway to a sustainable city has an objective that 'people can get easily and safely where they need to go by walking, cycling, passenger transport, or private vehicle, and businesses can efficiently move their goods and services'.

Any policy on the use of Asphalt to quieten traffic needs to be balanced in regard to the above objectives and affordability.

ISSUES

A51-A54 Attached at pages A51 to A54 is a detailed technical report which addresses the issues raised at the 22 July 2002 workshop and provides information requested by elected members. The issues are summarised below.

Traffic Noise

Traffic noise is generated by engine noise and tyre/road noise, but tyre/road noise is less significant at normal urban traffic speeds (below 70 kph).

The basic unit of loudness is the 'dBA' (A weighted decibel). It has the property that a 10 dBA increase represents a perceived doubling of loudness. Traffic loudness varies throughout the day as the traffic volume varies.

Traffic noise from new Chip-seal is about three dBA louder than from an Asphalt seal for higher speeds, but that this difference reduces over a few months to become imperceptible (as the chips bed into the bitumen). The immediate difference after resealing can annoy some more sensitive residents who may persist with complaints. However, the significant perceptible increase in loudness is of a short duration of only two months.

The World Health Organisation (WHO) advises that a lifetime of exposure to an average noise of 70 dBA will not cause hearing impairment and that exposure to noise should not exceed 85 dBA over eight hours. Road traffic noise in Waitakere City is within these standards.

Residents attending the 22 July 2002 workshop challenged this fact. Consequently, staff commissioned expert measurement of the loudness of individual cars passing along 18 month old Chip-seal and Asphalt surfaced segments of Te Atatu Road (on the Peninsula). On average the loudness from the Chip-seal surface was 0.4 dBA greater compared to Asphalt surfaces. At No. 241 Golf Road, 1m from the house façade, the levels recorded were 69.0 dBA and 63.6 dBA, three months and nine months respectively after chip sealing.

In regard to general disturbance any noise reduction measures should be prioritised in accordance with prevailing traffic volumes above a threshold. A traffic volume of about 10,000 veh/day is indicative for Waitakere from UK practice. There is no New Zealand equivalent threshold.

Loose Chips

Over the first few days after resealing with Chip-seal, loose chips can result in additional noise when they drum the under-bodies of passing cars, and can cause annoyance if they are flicked onto footpaths and verges. These adverse effects can be minimised by quality control to ensure good workmanship and management.

Road Structure Requirements

Asphalt could not be used for noise reduction where the road base is flexible, because it is brittle and would be subjected to cracking, consequent water penetration, and failure of the road structure.

On the other hand Asphalt has greater shear strength than Chip-seal and should be used in areas subject to high shear stress, such as industrial roads, intersections, cul-de-sac turning heads, and high volume roads where heavy traffic turns, starts, and stops frequently.

New subdivision roads are Asphalt sealed to sustain the high volumes of heavy vehicle movement associated with building work during the first few years of development. Subsequently, as the asphalt wears out these roads are normally resealed with Chip-seal.

Safety

Chip-seal and Asphalt have different surface friction characteristics and these may determine the choice in particular cases. On the one hand protruding stone chips allow surface water to disperse, mitigating a potential for aquaplaning, while on the other hand they are more easily polished by tyre action with consequent erosion of stopping and cornering safety.

Cost

Resealing is a major budget item. For the 2002/2003 financial year Council has budgeted \$2,700,000 for essential resealing work (less Transfund subsidy of \$1,300,000).

Asphalt is three times more expensive than Chip-seal, taking into unit rates and lifetimes of these materials. Transfund will not subsidise additional Asphalt for traffic noise reduction except perhaps in special cases, for example, where a classroom is very close to higher speed or higher volume traffic.

To reseal in Asphalt only the city's roads having traffic of 10,000 vehicles/day, for example, will cost an extra \$668,000 per year for about six years and about \$620,000 per year thereafter.

This additional cost will not be subsidised by Transfund New Zealand and Council's share and will require a \$13 increase in the annual household rate for all households, but would be spent on about 7% only of residential streets.

Resealing Backlog

To minimise expenditure Council follows a 'just in time' reseal program in which some resealing work is deferred on the basis of assessed risk. Recent reports on the state of the network indicates that the backlog needs to be reduced, and an additional \$300,000 per year is required over the next 10 years, taking into account the spike in oil price and the expectation of a period of sustained oil prices.

If Council decided to reduce traffic noise by means of increased Asphalt reseals, a further budget increase would be required over funding the backlog of reseals for structural maintenance. Elimination of the structural backlog would take priority over Asphalt sealing for noise reduction only.

Other Auckland Region Practice

The resealing practice in Auckland, North Shore and Manukau Cities has been similar to that in Waitakere City. All three Councils apply Asphalt on heavily trafficked roads, intersections, industrial roads and other high stress areas such as cul-de-sac heads; other roads are Chip sealed.

Auckland City allows Asphalt seal for residential roads with traffic 10,000 vehicles/day, but taking into account safety, structural and budgetary restraints.

North Shore City has comprehensively studied the option of using Asphalt seals to quieten traffic. This included a survey of residents' 'willingness to pay'. Those willing to pay were a clear minority and thus the North Shore City Council confirmed a policy of Chip sealing except where the structural and safety characteristics of Asphalt are beneficial.

POLICY OPTIONS

The Council has two distinct options in regard to resealing and traffic noise as follows:

1. current practice, that is replace Chip-seal, or Slurry, with Chip-seal except in special cases; or
2. replace Chip-seal, or Slurry, with Asphalt giving priority to roads with higher traffic volumes.

The information provided in this report shows that there will be an increased cost of at least \$668,000 per year for minor benefits, thus option 1 is recommended.

CONCLUSION

It is concluded that the Council should adhere to Option 1 (current practice) because:

- loose-chip effects are short term only and can be minimised through good management and quality control;
- extra noise from new Chip seal is moderate and of short duration;
- the much higher cost of Asphalt has the potential for a large impact on Council's annual budget;
- it is considered that a majority of ratepayers would not be willing to pay the higher cost for asphalt;

- Transfund New Zealand will not pay the higher cost for Asphalt except in special cases; and
- is consistent with the practice of other Council's in the Auckland Region.

RECOMMENDATIONS

1. That the information be received.
2. That the Council's road resealing policy be as follows:
 - (a) re-sealing existing Chip-seal, or Slurry seal, with Chip seal, except where safety and/or structural factors are proven to necessitate Asphalt seal, or in special cases where noise control is very desirable, such as where a classroom or hospital-ward is located close to high speed traffic;
 - (b) sealing existing Asphalt with Asphalt seal, except where budgetary constraints, or safety and/or structural factors are proven to necessitate Chip seal, or in special cases such as residential sub-division roads where due to durability considerations Asphalt is still required; and
 - (c) quality control of contract management to minimise the short-term adverse effects of loose chip.
3. That each Community Board be advised in terms of this report and the City Development Committee's resolutions.

Report prepared by: Ross Hill, Service Manager: Transport Assets.



12 POWER RETICULATION UNDERGROUNDING

PURPOSE OF THE REPORT

The purpose of this report is to inform the City Development Committee of the progress with the power undergrounding programme and to obtain approval for the proposed programme and expenditure.

BACKGROUND

The Council has an interest in United Networks through the Waitemata Electricity Trust. Under the Trust Deed, the member Councils do not receive a cash dividend but benefit from power undergrounding work. Council Committees are responsible for reviewing and approving a prioritised list for undergrounding works.

Negotiations on the establishment of a new Deed of Settlement have amended the Trust Deed agreement. From the settlement in October 2002, \$9.9 million is available to the member Councils for the undergrounding programme. It is important that Waitakere Council benefits from an equitable share of that fund. About \$5 million is expected to be available to Waitakere City Council for its undergrounding programme for work completed by July 2004. A prioritised programme must be agreed to so that desired undergrounding projects can be completed over the remaining 18 months term.

A report on this matter was considered by the City Development Committee on 9 September 2002, with the following resolutions:

- “1. *That the priority ranking for overhead to underground power conversion is amended as follows:*
 - a) *That Edmonton Road and the part of Great North Road between Sabulite Road and Archibald Road be lowered in priority so that it no longer forms part of the first \$6 million of project value.*
 - b) *That Hobsonville Road be increased in priority so that it forms part of the first \$6 million of project value.*
2. *That following discussions with United Networks Communications and Electricity divisions, a revised priority list for power undergrounding be brought to the October meeting of the Finance and Operational Performance Committee for ratification.*
3. *That Council officers endeavour to persuade United Networks Limited to make provision for broadband infrastructure during physical works to underground power.”*

2789/2002

A further report was considered by the Finance and Operational Performance Committee on 10 February 2003, with the following resolutions:

- “1. *That the information be received.*
2. *That expenditure of the Waitemata Electricity Trust funds for power undergrounding be subject to a further review by the City Development Committee of the priority programme and in particular, clarification of funding for:*
3. *Great North Road from West Coast Road to Hepburn Road, including Archibald Road.*
4. *Hobsonville Road between Luckens Road and Buckley Road.*
5. *Te Atatu Road from the Northwestern Motorway Interchange to Edmonton Road.”*

62/2003

STRATEGIC CONTEXT

The prioritisation of different roads for power undergrounding is based on alignment with Urban Villages projects, economic development and safety priorities and to encourage the development of attractive urban places. Areas have been actioned according to a priority list. The conversion of overhead reticulation to underground in association with urban revitalisation, major city centre approaches and through traffic routes is in accordance with this. The removal of power poles on busy traffic routes contributes to safety. Undergrounding has also been undertaken to assist businesses, such as the marine industry by removing height limitations.

ISSUES

Prioritising Criteria

The following prioritising criteria have been used in the prioritising of power undergrounding work:

- safety (Accident history);
- power line obstructions to transportation (low aerial on roads, obstructions to helicopters, etc.);

- provision of Broad Band (i.e. a high speed information technology connection);
- developmental and new growth areas;
- continuity with adjoining underground service supply;
- visual and landscape impact; and
- renewal of existing services.

Undergrounding Programme

Up to date about \$14.2 million of the Trust funds have been spent on work within Waitakere City for undergrounding power.

A55-A62 Attached at pages A55 to A62 is a revised full future priority programme proposed by Council staff in response to the Finance and Operational Performance Committee resolution of 10 February 2003. The programme shows all the proposed future projects to be carried out. UnitedNetworks, has agreed to the revised programme for all non committed works.

Council needs to finalise a priority work program to cover the \$5 million Trust funds for works to be completed by mid 2004, the programme recommended by Council officers is shown in table 1:

Project	Estimated Cost \$
Great North Road - Sabulite Road to Hepburn	600,000
Various Power Lines obstructions to transportation (as detailed on pages A55 to A59)	600,000
Te Atatu Road - Edmonton Road to Bridge Avenue	1,320,000
Edmonton Road - Alderman Drive to Bosnyak Drive	1,352,000
West Coast Road - Westward Ho to Janet Clews Place	680,000
West Coast Road - Karimu Stream to Shaw Road	396,000
TOTAL	4,948,000

A55-A59

Table 1 - recommended power undergrounding works

The cost of undergrounding Hobsonville Road from Luckens Road to Buckley Road is estimated to be \$3.6 million and thus there is insufficient funding for this project. Therefore it is recommended that this project not be pursued.

It is unlikely that more of the programme can be completed with available funds. Any further undergrounding work will require Council funding.

Discussions with UnitedNetworks

United Networks has agreed to change the undergrounding programme to that required by Council for all non-committed works.

The provision of Broad Band ducts in conjunction with power undergrounding was also discussed. Where open trenching is used for undergrounding work the duct provision could be provided at a nominal fee. Where thrusting is the method used for installing the underground power, no advantage is obtained in providing the duct at the same time.

Council provides new lighting poles where street lights have been mounted on power or telecom poles. This is a Council funded initiative.

It is a Telecom responsibility to remove their poles where power is under grounded and Council continues to encourage Telecom to implement this strategy.

RESOURCES

The capital costs for undergrounding power up to and including 2004 are met through the Waitemata Electricity Trust.

CONCLUSION

Funding of \$5 million is available from the Waitemata Electricity Trust for undergrounding power. A provisional programme is provided for this work for consideration by the Committee. Once the Committee has approved the undergrounding programme, it will be implemented by United Networks.

RECOMMENDATIONS

1. That the information be received.
2. That a priority programme for power undergrounding for \$5.0 million be approved by the City Development Committee, including the following projects:

Project	Estimated Cost \$
Great North Road - Sabulite Road to Hepburn	600,000
Various Power Lines obstructions to transportation (as detailed on pages A55 to A59)	600,000
Te Atatu Road - Edmonton Road to Bridge Avenue	1,320,000
Edmonton Road - Alderman Drive to Bosnyak Drive	1,352,000
West Coast Road - Westward Ho to Janet Clews Place	680,000
West Coast Road - Karimu Stream to Shaw Road	396,000
TOTAL	4,948,000

Report prepared by: Edwin Dearham, Principal Transport Engineer.



13 SUSTAINABLE DEVELOPMENT FOR NEW ZEALAND PROGRAMME OF ACTION

PURPOSE OF THE REPORT

This report seeks guidance from the City Development Committee on how the Government's strategy for the "Sustainable Development for New Zealand Programme of Action" can be best advanced.

BACKGROUND

Waitakere City Council since 1992 has been committed to a programme of sustainable city development based on the framework of Agenda 21 inclusive principles and on a compact city, socially just, environmentally responsible and strong local economic development strategy. As the Government's responses to the World Summit in Johannesburg in 2002 indicated, sustainable development is a cornerstone of current government strategy. In January 2003, Government announced its "Sustainable Development for New Zealand Programme of Action" (SDNZPA). Circulated separately to members is the Sustainable Development for New Zealand Programme of Action, January 2003, by Department of Prime Minister and Cabinet). Council's direction is sought in progressing the strategy. Briefings have been given thus far to the Mayoral Forum, the Auckland Regional Economic Development Grouping and to the Auckland Regional Growth Forum.

STRATEGIC CONTEXT

Waitakere City Council has been committed to a programme of sustainable city development since 1992. It has participated actively in the international network of sustainable communities and cities (ICLEI) since 1994. The city's progress in this direction has been monitored annually and reviewed by regional, national and international groups. The Government's action plan reflects both the philosophy and strategies the Council (in association with partners and the community) has employed for many years. The potential for aligning these initiatives is strong. The Government's action plan has been generated by a whole of government process with input from the local government sector. It is well aligned with the core principles of the new Local Governmental Act, including "taking a sustainable development approach".

ISSUES

The Government strategy focuses on actions in four main areas:

- water;
- energy;
- sustainable cities;
- children and youth.

The emphasis is on the taking an integrated approach. The Auckland region is a particular area of focus, especially with regard to the sustainable cities action area. The Auckland Chief Executives' group has appointed a task group led by Colin Dale, Chief Executive Manukau City, to work with Central Government officials to set up an action plan to move the strategy forward. The Director Strategy & Development represents Waitakere City Council on this group. Direction is sought for this process.

Waitakere City has established strong collaborative processes. It would be desirable to involve Council partners in the dialogue currently underway on giving effect to the action plans referred to earlier. Discussions with the senior Central Government officials group indicate they would be interested in piloting a cross sectoral meeting to advance the overall strategy. The Committee's direction is sought on pursuing this possibility.

The Director: Strategy & Development is Acting Chair of Local Government New Zealand's sustainable development working group which has worked closely with the senior officials group for some months. Guidance is sought on the role and next steps for LGNZ with regard to the action plan.

Finally the Sustainable Development for New Zealand Programme of Action is guided by a strong and coherent set of principles. As Council's strategic plan is still at a draft stage the opportunity exists to review Council's sustainability principles in the light of those adopted by Central Government.

RESOURCES

The key resources required involve staff time. This project while clearly core to Council priorities was not programmed (i.e.: not signalled by government). Some pressure on resources is anticipated. However the action plan priorities are well aligned with Council's current plans and draft strategic plan.

CONCLUSION

The views of the Committee are sought on:

- support for the Government's action plans;
- the priorities the Committee wishes to support especially in the sustainable city action area;
- the key goals for the Auckland area action plan;
- the priorities for LGNZ in regard to its handling of the sustainable development portfolio.

RECOMMENDATIONS

1. That the information be received.
2. That Council expresses strong support for the Sustainable Development for New Zealand Programme of Action strategy and a willingness to engage in progressing key platforms to the Prime Minister.
3. That in regional fora, including Mayoral forum, the Regional Growth Forum, Auckland Regional Economic Development Group, Council maintaining its support for a sustainable development city approach.
4. That Council indicate its priorities with respect to the Sustainable Development for New Zealand Programme of Action with particular emphasis on Auckland regional issues.
5. That the Central Government Senior Officials group be invited to present the Programme of Action 2003 to a meeting of the Collaboration Forum and other key strategic partners.
6. That staff review Council's sustainability principles in the light of those adopted by Central Government in the Sustainable Development for New Zealand Programme of Action 2003 and provide advice back to Council as part of the long-term Council Community Plan / Strategic Plan process in March 2003.

Report prepared by: Ann Magee, Director: Strategy & Development.



14 WAITAKERE CITY WELLBEING COLLABORATION PROJECT UPDATE

PURPOSE OF THE REPORT

This report updates the City Development Committee on progress with the Wellbeing Collaboration Project since the December Wellbeing Summit and gives some indication of the implications and opportunities for Waitakere City.

BACKGROUND

The Wellbeing Collaboration Forum held in February 2002 highlighted a need to develop a more focussed Wellbeing Strategy within a three-way partnership of community- central government-council.

A63-A66 A Collaboration Strategy Group was convened made up of representatives from the Government Intersector Group, Community Wellbeing Network and Council officers. This group directed the Wellbeing Process culminating in the Wellbeing Summit held in December 2002. Over 170 people representing 70 organisations attended the Summit. Participants considered a set of Strategic Outcomes, Focus Areas and Calls to Action attached at pages A63 to A66 and through a series of workshops mandated the direction and secured the commitment of individuals and organisations to identify projects in 2003.

A Project Manager, Mark Allen, is employed to manage the Collaboration Project. Five government agencies and Council have resourced this position with Council acting as the employing authority. An employment committee with representatives from each of the three sectors, Community, Central Government and Council directs the work of the Project Manager.

STRATEGIC CONTEXT

Central to Council's Eco-city vision is the aim of improving the level of wellbeing of residents. Council has taken a facilitative role brokering relationships between service providers and the community and encouraging communities to take greater responsibility for their own health and wellbeing. This role is a key element of Agenda 21 and has been developed through establishing a range of collaborative partnerships with government agencies and community organisations. The collaborative tradition developed locally has become known as 'The Waitakere Way'.

The Wellbeing Process has evolved as a key initiative for Council since 1996 when the first Wellbeing Report was produced.

In addition recent developments at the national level such as the 'Review of the Centre' Project led by the State Services Commission have emphasised the need for effective collaborative approaches among government agencies on a local and regional basis. Council plays a pivotal role in assisting to broker these collaborative relationships.

ISSUES

Calls to Action Teams

Participants at the Wellbeing Summit committed to particular Calls to Action. Teams focussed on each Call to Action involve representatives from all three sectors; where gaps in representation were identified additional members have been sought. Particular success has been achieved with increased participation from the New Zealand Immigration Service, Ministry of Education, Early Childhood Development Unit and the Department of Inland Revenue. The teams have begun meeting during February to identify up to three specific projects associated with each Call to Action.

One of the teams whose work has advanced rapidly is associated with the Call to Action "Migrants and refugees settle successfully in Waitakere City". This team is being convened under the auspices of WADCOSS and has been named NOW (NEW OUT WEST). The work of this team is being supported by a Research Analyst who has been seconded for six months from Council under the Community Internship Scheme administered by the Department of Internal Affairs.

A number of potential projects under this “Migrant” Call to Action have been identified with two likely priority projects being:

- investigation of how best to disseminate and facilitate access to information in Waitakere City and support the establishment of locally appropriate ways to access information;
- investigating various advisory/consultative models (Ethnic Council, Asian/Refugee Networks, Advisory Board) and making recommendations to Council regarding the most appropriate model for Waitakere City.

Initial discussion in the team working on the “Every child has access to a quality pre-school education” Call to Action has identified the wish for Council:

- to take a lead in facilitating discussion across the sector;
- to develop its own policy in regard to the sector.

Each Call to Action team will also be considering the measures that will be appropriate to have in place so that we can measure progress. Existing indicators such as those used in the “Quality of Life Indicators Report” and the Ministry of Social Development’s “Social Report” are likely to be used.

A verbal update of the work of all the Call to Action teams will be given at the meeting.

Co-ordinated Planning

There is a strong congruency beginning to emerge among agencies in terms of planning related to Wellbeing in the City. Calls to Action generated from the Wellbeing process are reflected within the Strong Communities and Active Democracy Strategic Platforms of the Council’s draft Strategic Plan and the draft First Call for Children Strategy. Relevant Calls to Action and associated projects are also being integrated into a number of partner organisations’ business plans.

Strong linkages are in place with relevant projects within the Employment and Skills Project convened through Enterprise Waitakere e.g. both processes identified the school leaving transition and the migrant transition as key areas for attention.

In considering future annual cycles the challenge will be to develop a process to merge planning timelines and consultation processes where appropriate.

Waitakere Information Mapping Project

As previously reported this project’s primary aim was to develop an electronic gateway or portal to information about the Wellbeing sector and social services in Waitakere City. Of necessity priority was given to organising the Wellbeing Summit in the latter half of 2002 so this project was not substantially progressed.

In recent weeks, however, we have been in discussion with the Department of Child Youth and Family who are to pilot a Local Services Mapping Project in Waitakere as part of its services planning development. The dialogue about the inclusion of this process within the Information Mapping Project and the wider Collaboration Project is progressing well with a strong commitment to work together. Liaison is being maintained with Council staff working on the Waitakere Online initiative.

Communication Strategies

A key factor in the ongoing successful development of the Wellbeing process will be ensuring that there are good communication channels both among and within sectors. A variety of methods will be used: regular newsletters, summary ‘e’ newsletters and regular briefings.

A suggestion made at the recent Collaboration Strategy Group meeting was that a collective briefing of Councillors, Health Board members and local MPs convened on a 6-monthly basis may be an effective way of maintaining ongoing communication at the political level. It could also be seen as very reflective of the three-way partnership. Councillors may wish to comment on this proposal.

RESOURCES

The Calls to Action Teams are still at an early stage of project consideration and identification of resources; it is therefore difficult to definitively identify at this point the highest priority opportunities for Council.

Consistent feedback from the government and community sector, however, indicates that Council investment is a key to unlocking their respective sector's commitment. Maintenance and development of the ongoing process then requires that all sectors gain value from the process towards their individual objectives.

When the Calls to Action teams have completed their project proposals a further report will be presented to more specifically address action and resource implications for Council.

CONCLUSION

Work on the outcomes of the Wellbeing Summit has progressed to the point that:

- teams have begun meeting with a focus on developing specific projects under each Call to Action mandated at the Wellbeing Summit;
- commitments to collaborative Calls to Action are being integrated in partner organisations business plans;
- the Department of Child Youth and Family's Local Services Mapping Project is being integrated into the Wellbeing process;
- resourcing implications for Council are not clear as yet.

RECOMMENDATION

That the information be received.

Report prepared by: Tony Rea, Partnerships and Advocacy Leader: Wellbeing and Mark Allen, Wellbeing Collaboration Project Manager.



15 **WEST AUCKLAND DISTRICT COUNCIL OF SOCIAL SERVICES - HALF-YEARLY REPORT TO 31 DECEMBER 2002**

PURPOSE OF THE REPORT

This purpose of this report is to provide an opportunity for West Auckland District Council of Social Services (WADCOSS) to present its half-yearly report for the period 1 July 2002 to 31 December 2002.

BACKGROUND

In the 2002/2003 Annual Budget, Council allocated \$40,000 to a service agreement with WADCOSS. The Funding and Service Agreement required a range of services to be provided. These were based on the following resolution of the Community Development Committee:

“That the services as outlined in the report:

- *Administration of the Waitakere Community Resource Centre*
- *Voluntary Sector Support*
- *Co-ordination of the Waitakere Community Wellbeing Network*
- *Co-ordination of Voluntary Sector Input to the Wellbeing process*
- *New Migrant Services Forum*

be approved for the 2002/2003 Service Agreement with WADCOSS.”

2759/2002

A67-A76 In accordance with reporting requirements the half yearly report is attached at pages A67 to A76. The report includes both formal reports against performance measures and commentary on activities.

The WADCOSS Liaison Officer, Sally Clarkson, and executive member, Elaine Underwood, will be in attendance to answer questions. Council's representative on the WADCOSS Executive, Cr Nash, may also wish to comment.

STRATEGIC CONTEXT

Council's Partnership with WADCOSS is in keeping with its facilitative role in relation to City Wellbeing and support for community led initiatives in the area of social development. In addition the partnership serves to strengthen the community sector and its ability to engage in decision-making.

ISSUES

Administration of the Waitakere Community Resource Centre

The Resource Centre remains a valuable asset for the voluntary sector. Nine organisations, including WADCOSS, maintain offices in the Centre. Meeting room use is near capacity.

WADCOSS is continuing to convene a community steering group considering social service accommodation needs in the context of the Henderson Town Centre Revitalisation Project and the Waitakere Hospital Development.

Voluntary Sector Support

WADCOSS has increased its membership to 117 organisations and individuals. The newsletter is circulated five times per year to all members and 50 other stakeholders; it has been maintained as an important medium for community groups to promote their services and raise topical issues. WADCOSS also convenes a bi-monthly networking meeting.

Planning is at an advanced stage for a Funding EXPO in March involving all major funding agencies. WADCOSS also continues to provide support for emerging organisations through acting as an umbrella entity in some cases or providing advice.

The national organisation of Councils of Social Service, NZCOSS, went through a turbulent period in 2002 but has stabilised with a new executive. WADCOSS has strong links with the national body and through it opportunity to have input into central government policy developments affecting the voluntary social services sector.

WADCOSS has been successful in receiving funding grants from the ASB Trusts and Portage Licensing Trust enabling the purchase of computer and office equipment and chairs for the meeting room.

Coordination of the Waitakere Community Wellbeing Network

WADCOSS continues to coordinate the Waitakere Community Wellbeing Network whose membership has expanded to include 17 individual networks. A major focus at the moment is ensuring that there are effective lines of communication and feedback loops with the individual member organisations within the networks.

Coordination of Voluntary Sector Input to the Wellbeing Process

WADCOSS personnel continue to make valuable contributions through their participation in the Wellbeing Collaboration Strategy Group and the associated "Calls to Action" work streams.

A strong feature of WADCOSS's project work has been close collaboration with other agencies and networks. An example was the Waitakere Winter Series of Forums focussed on Family Violence organised jointly with Waitakere Healthlink and WAVES; this initiative was developed into a 'Call to Action' within the Wellbeing process and is currently being prioritised into specific projects.

New Migrant Services Forum

WADCOSS convened a public forum in September 2002 to consider responses to the needs of migrants and refugees in the city. This forum was attended by a wide cross section of migrant community representatives. An expanded Steering Group working has adopted the name NOW (New Out West) and combined with those who committed to the 'Call to Action' concerning migrants at the Wellbeing Summit.

The secondment of a Research Analyst from Council to WADCOSS for a six-month period to act as project manager for this group has been a major boost in this area of work; this secondment has been arranged through the Community Internship Programme administered by the Department of Internal Affairs. A brief progress report on the internship is included with the WADCOSS report.

RESOURCING

In considering the WADCOSS final report for 2001/2002 the City Development Committee resolved:

“That WADCOSS provides Council with a report outlining the requirements for increased funding and that this be referred to the Council’s six-monthly review.”

2760/2002

WADCOSS is currently finalising a report outlining their case for increased funding along with a draft business plan for 2003/2004. This information will be presented with a covering report and recommendation to the Finance and Operational Performance Committee at its March meeting.

CONCLUSION

The half-yearly report of WADCOSS to 31 December 2002 is presented. The organisation is performing on target to meet the annual performance measures.

RECOMMENDATION

That the information be received.

Report prepared by: Tony Rea, Leader: Wellbeing, Partnerships and Advocacy Team.



16 COMMUNITY HOUSES SIX MONTHLY REPORT JULY - DECEMBER 2002

PURPOSE OF THE REPORT

The purpose of this report is to provide the City Development Committee with information on the last six months performance and achievements of the six Community Houses and the Waitakere Workers Education Association (WEA) that Council has funding agreements with.

BACKGROUND

Community Houses meet the needs of their local communities by assessing community need and providing relevant services. This includes programming activities and facilitating use by community service groups and private hirers. Community Houses are also used as drop-in centre's for local residents and have a role in providing community information and education through a range of classes and activities.

A volunteer Management Committee comprised primarily of local residents manages each Community House. Council's funding agreement is with the Management Committee and this funding enables a part time co-ordinator to be employed. The Management Committee is accountable to Council for ensuring that the services contracted for in the funding agreement are delivered in accordance with agreed performance targets.

The general objectives of Community Houses are to:

- enhance community well-being and the quality of life in neighbourhood communities;
- work in a partnership model with Council, volunteers, community groups and individuals in order to improve community life;
- respond to community wishes and needs proactively;
- provide services and activities relevant to the local community;
- provide opportunities for people to fully participate in leisure and community life; and
- encourage the community's "sense of ownership" of Community Houses and their services and activities.

The Waitakere Workers Education Association forms part of Council's support to the Community Houses and a summary of its achievements has also been included in this report.

STRATEGIC CONTEXT

In February 1998, Council adopted the recommendations of the Community Houses Review and resolved to continue to support Community Houses given the community benefits that they provide. Community Houses are central to local neighbourhoods and play a vital role in promoting a sense of well-being and belonging. They contribute to Council's wellbeing and Urban Village strategic and policy objectives by helping provide networks of appropriate and accessible public buildings as key community focal points and through a wide range of low cost, low impact community activities. The goal of Council's relationship with Waitakere Workers Education Association is to strengthen community wellbeing in the City by strengthening community education networks and supporting Community houses so that they can operate more effectively.

ISSUES

Community House Council Support

Council provides funding to Community Houses through individually negotiated service agreements with six Community Houses. Community Houses receive different levels of funding based on the level of services they provide and the amount of hours open. There has historically been a degree of inequity in funding levels between the Community Houses; however, this was largely addressed in the current financial year, with an increase in funding for most Community Houses.

All six Community Houses are now situated in premises owned by Council after the Massey Community House relocated from non - Council owned premises to the old Council owned Massey library building in November 2002.

Waitakere Workers Education Association

Council funds WEA to provide information about community education and adult literacy, and to support Community Houses. This support includes providing assistance with budgeting, advertising and business plans in addition to identifying and facilitating the training needs of the Community houses staff and Management committees.

The WEA is on track to meet all its targets for 2002/2003 in providing support to the Community Houses including:

- providing information to Community Houses in relation to governance, course structure and information, providing networking assistance and referral;
- assisting with budgeting, employment issues, and organisational issues through advice and referral;
- identifying and facilitating the training needs of the Community House staff and Management Committees, and coordinating the training through the development of a training plan;
- administering the Community House Training Fund of \$3,500 per annum.

The WEA is also on track to meet all its targets in providing information and classes in Community Education, and adult literacy including:

- raising awareness and providing information to the community on community education and adult literacy;
- maintaining ongoing liaison with tertiary institutions, particularly with the Henderson campus of UNITEC in regard to the provision of ESOL (English as a second language) courses. Waitakere Workers Education Association are also developing strong links with the Centre of Continuing Education, Auckland;
- providing at least one community workshop or training course for workers in community organisations. (Courses held this period included facilitation skills, Governance and Management and An Introduction to Social Auditing);
- providing support to migrant continuing needs through the provision of English language tuition, English as a second language and facilitation of a network of English as a second language providers to identify new courses that meet the needs of migrants.

The Waitakere Workers Education Association and Council funding agreement is monitored by a Council representative through written report and quarterly meetings with the Waitakere Workers Education Association representative and regular meetings with the Community House co-ordinators and Management Committees.

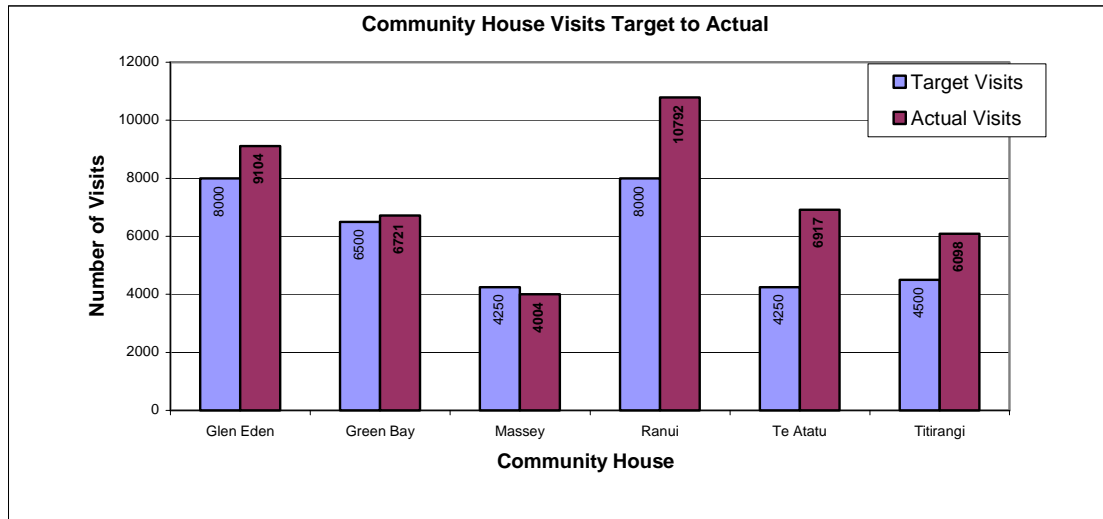
Performance and Achievement

Performance targets for each Community House are individually set and are dependent on House size, socio-economic factors, location, and levels of community involvement with the House. As with the Waitakere Workers Education Association, Community House Funding agreements are monitored by a Council representative through written reports and regular meetings with House co-ordinators and Management Committees.

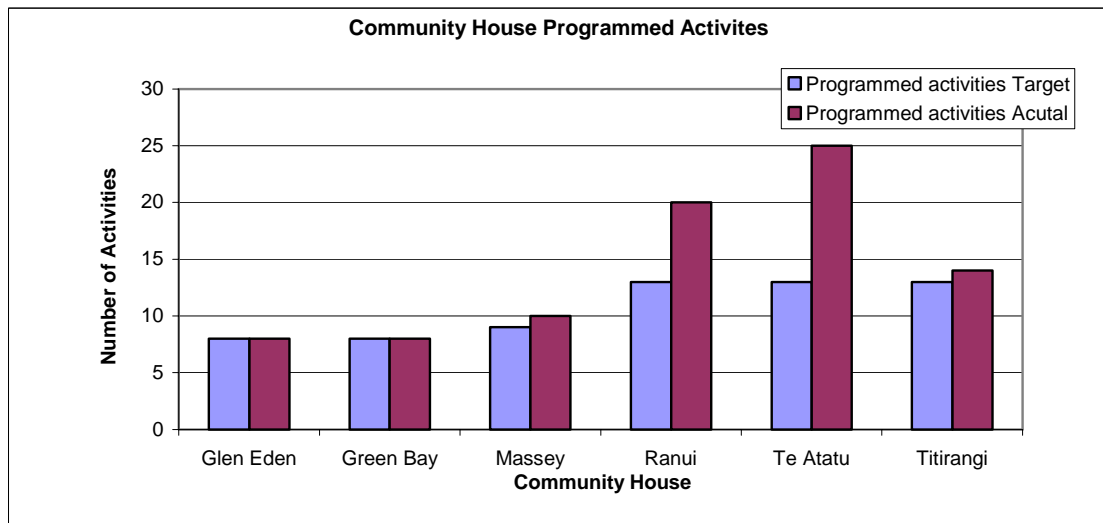
All Community Houses met the following generic performance targets in the funding agreements for the July to December 2002 period:

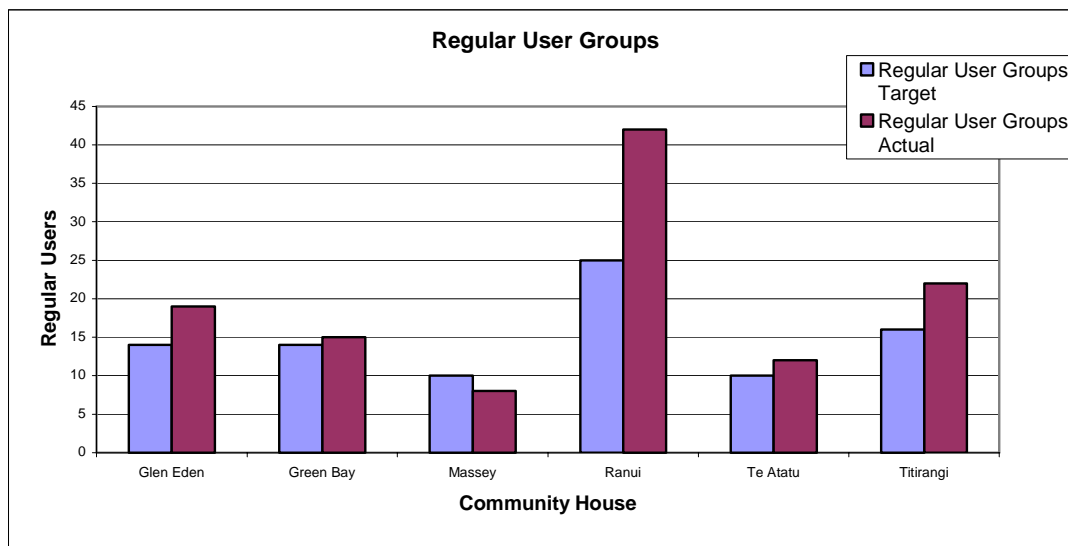
- numbers of visits, user groups, and programmes activities;
- acknowledgement of Council support on promotional material;
- Health and Safety Plans in place or in process of being developed;
- staff attended at least 75% of collective meetings and training organised by Waitakere Workers Education Association;
- compliance with adequate publicity regarding House activities;
- opening hours adhered to; and
- reporting requirements met.

All Community Houses are on track for achieving their targets as shown in the following graphs. The graphs show targets and actual numbers for usage of the Community Houses during the July-December 2002. These should be viewed as a benchmark and are only one indicator of a House's success.



A total of 43,636 people used the six funded Community Houses in the six months from July to December 2002. 118 user groups accessed the Houses and 85 programmed activities were carried out. It should be noted that the House size, socio-economic area, and House capacity are important factors determining usage and therefore comparisons should not be drawn between the individual Houses.





Summary Details for Each House:

- Glen Eden Community House

The number of regular user groups is well above target and numbers for programmed activities and visitors are well on track to exceed or meet yearly targets. The Council representative has recently assisted the Management Committee to review the coordinators employment contract and align her conditions of employment including salary more closely to those of the other Community House coordinators. The House continues to have particular success with their school holiday and after school care programmes as well as new programmed activities.

- Green Bay Community House

All targets are on track and numbers have increased in all areas this period compared to the same period last year. Some of the programmed classes had to be cancelled due to lack of enrolments, however, the House is using all advertising options available to them and are looking at additional methods to increase enrolments. The high standard of the play area continues to attract high numbers to the House playgroups. The Green Bay Co-ordinator has recently resigned after thirteen years of employment in the role. The Council representative is currently assisting the Management Committee in the recruitment process for a replacement coordinator.

- Massey Community House

The number of programmed activities is on target; however, user groups and visitor numbers are both slightly below target. The slight decrease in numbers is accounted for by the shift of the Community House from the previous premises in Royal Road to the old Council owned Massey Library building on Don Buck Road in November 2002. The building was successfully re-modelled by Council to provide appropriate accommodation for both Plunket and the Community House. The Community House received increased funding in the current financial year to extend hours and activities and are focusing particularly on services for youth and on building partnerships with youth organisations.

- Ranui Community House

The House is set to exceed all performance targets and has successfully completed 25 programmed activities in the last six months. The Community House which is located alongside the Library and adjacent to the Ranui Action Project (RAP) is the focal point of the Ranui community and attracts many regular groups and activities including a very strong quilters group, as well as “drop-in” clients requesting local information. Ranui Action Plan have recently moved across the road to new premises and the house has leased the vacated office space to a hearing therapist.

- Te Atatu Community House

There has been a significant increase in visitors to the House in this period compared to the same period last year. Regular user groups are also set to exceed performance targets and programmed activities are on track. The brick building on the Reserve is becoming more strongly established as part of the Community House and accounts for the increase in visitor and user numbers along with the weekly flea market run by community members in the House which attracts considerable local interest. The House continues to provide a large range of community education and learning opportunities and has two strong pre-school groups.

- Titirangi Community House

The House is set to exceed all performance targets in the service agreement for programmed activities, user groups and visitor numbers. They have had a significant increase in regular user groups as one off bookings have become established as regular users. The House was granted an increase in funding in the current financial year and have increased their opening hours. They are also planning a school holiday programme as well as other activities for children and young people.

RESOURCING

In 2002/2003 Council provided financial support via funding agreements totalling \$179,000 for the Community Houses and the Waitakere Workers Education Association . In the seven month period from July 2002 to January 2003 a total of \$105,875 has been paid out to the six Community Houses and the WEA as the first instalments of the Service Agreements.

CONCLUSION

Community Houses continue to provide a valuable service to local neighbourhoods and are cost effective in their service provision. The Waitakere Workers Education Association continue to provide an important support and training network for the Community houses in addition to providing and promoting learning opportunities for the wider community in Waitakere City. All of the Houses and the Waitakere Workers Education Association are on track to achieve the targets set in their service agreements for 2002/2003.

RECOMMENDATION

That the information be received.

Report prepared by: Polly O'Brien, Leisure Services, Community Resources Project Leader.



17 PACIFIC ISLANDS ADVISORY BOARD - UPDATE

PURPOSE OF THE REPORT

The purpose of this report is to update the City Development Committee on Pacific Islands Advisory Board progress and initiatives, and to seek endorsement of a Council representative on a new Board Committee called the Waitakere Pacific Arts and Cultural Committee.

BACKGROUND

A77 Waitakere City's Pacific Islands Advisory Board (the Board) has been in existence since the early 1990s, and Council signed a Memorandum of Understanding with the Board in 1998. The Board contains representatives from each of the seven largest Pacific Islands communities in Waitakere City: Samoa, Tonga, Fiji, Niue, Cook Islands, Tokelau and Tuvalu, and a range of co-opted members to represent key groups and sectors (for example youth and education). Councillor Greg Presland is the Council's representative on the Board. See Appendix at page A77 for a list of the current membership.

Although the Board has diverse cultural and traditional values, it seeks to be a representative voice to the Waitakere City Council and other agencies on matters affecting Pacific peoples. In more recent times it has also undertaken projects, such as the Living Arts Festival and arts related projects at Corban Estate.

In the second half of 2002, the Board undertook a comprehensive review of:

- its relationship and links with its communities;
- its relationship with Waitakere City Council;
- how the Board is operating.

A78-A83 See Appendix at pages A78 to A83 for the Executive Summary and recommendations from this review. Key recommendations relating to Council involved raising the profile of the Board to Council, strengthening the relationship between Board and Council members and the Board's advisory role to Council. It recommended that Council and the Board jointly identify issues to consult Pacific people on each year, to inform Council decision-making. The review did not recommend making any major change to the Council's Memorandum of Understanding with the Board, but for it to be fully implemented by both parties, through a formal recommitment and agreement to its implementation.

As part of picking up on the recommendations from the review, the Board adopted a work programme for 2003 at its February meeting. The Board also set up a new Committee to guide the development of the Board's arts activities, both at Corban Estate and beyond.

STRATEGIC CONTEXT

The Pacific Islands Advisory Board is a key long term partner for the Council. The number of Pacific people living in Waitakere City increased by 55% from 14,952 in 1991 to 23, 241 in 2001. Pacific people represented 15% of Waitakere City's population in 2001. The largest single Pacific community in the City at that time was Samoan (13,401 in 2001), followed by Cook Island Maori (3,564), Tongan (2,895) and Niuean (2,430).

The Board acts as a representative voice to Council and others on behalf of the many and diverse Pacific communities in Waitakere City. It has also taken on the Living Arts Festival as a Board project, and has taken on governance responsibilities for the development of Pacific arts at Corban Estate. As well as the arts, a clear focus of the Board in recent years has been on economic development, which aligns with Council's top strategic priority of sustainable economic development, including more local employment and economic opportunities.

ISSUES

Board Work Programme for 2003

The work programme adopted by the Board at its February 2003 meeting is structured into three areas:

1. How the Board works - structure, Constitution, leadership and management, and links with other groups.
2. Key areas of interest for the Board - priority focus areas.
3. Processes, profile and relationships.

How the Board works

At the February 2003 meeting the Board agreed to hold one or two workshops to focus on the structure of the Board and address issues around roles, representation and leadership. Team building will also take place, along with an analysis of the internal and external links that Board members currently have with other organisations and groups, including any gaps in these networks and the potential for key links to be made.

Key areas of interest

The Board agreed that arts and economic development would continue to be key foci, with detailed work programmes developed for each and agreed by the Board. A separate workshop on how the Board should involve itself with other areas of interest outside arts and economic development will be conducted in March. Issues here include how the Board can best contribute and link with what is already happening in areas including health, education, justice and so on, the resource implications of various roles that the Board can play and what will make a difference to Pacific people in the City.

Processes, profile and relationships

The Board decided to develop a communications plan around its activities, map existing Pacific community grass roots activity, investigate how best the Board can help to build the capacity of their local communities, and strengthen its own relationship with Council. Specifically, this includes:

- developing the Board's submission to the Annual Plan;
- identifying key Council projects that the Board wishes to be involved in for 2003/2004, and the issues that they may wish to advise Council on;
- raising the visibility of the Board to Council;
- assessing Board representation on Council bodies and groups.

All of the above will be addressed over the next six to twelve months. For further detail Committee members are referred to the February 2003 agenda of the Pacific Islands Advisory Board.

Arts development at Corban Estate

Pacific arts, culture and artists have a growing presence down at Corban Estate. The monthly market has now become weekly (at least until autumn), the art studios have developed, greater use of space has been secured (the lease is close to being signed), sales have increased, programmes have developed and there is growing interest from a range of people and groups. With the secondment of a dedicated Project Manager, Mary Ama, to Pacific Arts and Corban Estate for the next six months, it is expected that the existing activities will continue to be strengthened and built upon.

There are three key current activities taking place at Corban Estate: the art studio, the weekly markets and ongoing programmes. The Board's Festival Committee is considering a date for the next Pacific Living Arts Festival, with a recommended date coming to the Board's March 2003 meeting.

The Board has adopted a vision and a set of objectives for the development of Pacific arts at Corban Estate:

To develop a sustainable 'home base' for Pacific arts, culture and artists:

- showcase Pacific arts and artists;
- develop and exchange cultural arts practices and knowledge;
- create opportunities for training and employment;
- educate people about Pacific arts and traditional knowledge and practices;
- create and meet demand for Pacific art (locally and internationally);
- gain sustainable funding and resources to support Pacific arts;
- create partnerships around Pacific arts, education and employment;
- provide a bridge between traditional and contemporary Pacific arts and culture;
- preserve and safeguard Pacific knowledge and traditions (including intellectual property).

Areas of potential to develop via Corban Estate are:

- job creation, training and skills;
- bringing all Pacific groups into Corban Estate;
- linking with education and training providers;
- linking young and old, undertaking mentoring, providing role models;
- developing markets for Pacific arts and culture;
- providing the building blocks towards a larger vision, such as a Pacific Islands Business and Cultural Centre.

Current key budget needs are estimated at \$170,000, in the main for:

- staff;
- rent and development of space;
- promotion.

A funding plan to secure this funding is currently being developed and will be taken to the Board's March meeting.

The Board has agreed to take on governance responsibilities for the development of Pacific arts at Corban Estate, and other arts related activities. These responsibilities include employing staff, financial management and setting strategic direction. They will be exercised via a new Committee of the Board, called the Waitakere Pacific Arts and Culture Committee. The purpose of this new Committee is to:

- guide the development of Pacific arts and cultural activities at Corban Estate;
- provide direction for other Pacific arts and cultural activities that the Pacific Islands Advisory Board wishes to support.

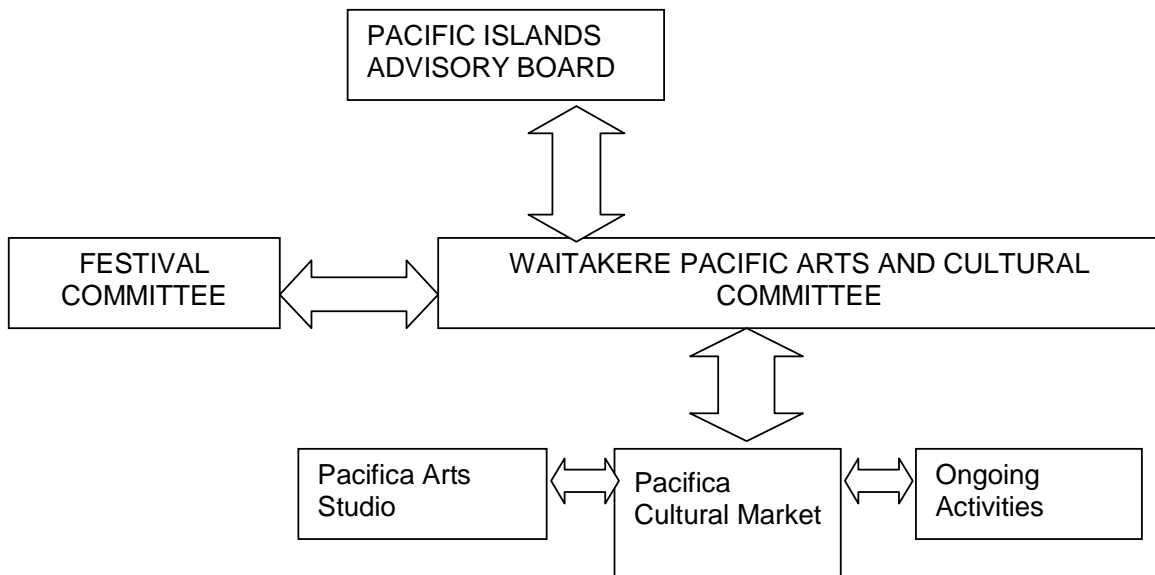
The membership of the Board will include:

- three Pacific Islands Advisory Board members;
- three Pacific artists/cultural experts;
- one Council representative;
- one Creative New Zealand representative;
- one Work and Income New Zealand representative.

Creative New Zealand and Work and Income are currently being approached about representation on this Committee, and Pacific artists/cultural advisors will be sought shortly via public advertisements on radio and through local media and networks.

As the Council's current representative on the Board, it is suggested that Councillor Presland be nominated to be on this new Committee, in a voluntary capacity (all of these positions are unpaid). Councillor Presland's legal background and experience in governance roles would also be helpful to the Committee. Councillor Presland has been approached and has agreed to this nomination.

Thus the governance picture for the Pacific Islands Advisory Board in relation to arts is as follows.



RESOURCES

No new staff resources are involved in the Board's work programme, and Councillor Presland has agreed to be nominated for a position on the new Committee in a voluntary capacity, as per the other members of the Committee.

CONCLUSION

An update on the Board's recent activities is provided, and the Committee's agreement to nominating Councillor Presland onto the new Committee of the Board is sought.

RECOMMENDATIONS

1. That the information be received.
2. That the City Development Committee appoint Councillor Presland as Council's representative on the Pacific Island Advisory Board's new Waitakere Pacific Arts and Cultural Committee in a voluntary capacity.

Report prepared by: Rachael Trotman, Strategic Group, Strategic Leader.



18 LONGER TERM FUNDING ARRANGEMENTS - PROPOSED CRITERIA AND PROCESS

PURPOSE OF THE REPORT

This report presents a proposed set of criteria and process for providing long term funding to certain organisations.

BACKGROUND

Council's current contracts and service agreements tend to have one-year terms. A number of Council's current partner organisations have for some time sought three yearly funding agreements, in order to give them certainty of funding, allow them to plan in advance and possibly leverage further funds. An argument was also made that annual funding can encourage short term thinking and actions, which may be disadvantageous to the long term goals of both fund recipient and provider.

At the Community Facilities and Recreation Committee meeting of 14 March 2001, the following resolution, was passed:

"That the issue of longer term commitments to funding of partner organisations be referred to the Annual Budget process"

416/2001

The resolution arose from the presentation of the half yearly report of the Lopdell House Society. The issue was consulted upon as part of the 2001/2002 Annual Plan preparation and three submissions on the issue were received. The staff commentary recommended that a report including criteria for organisations to qualify for long term funding, and a list of organisations considered to qualify, be submitted to Council at its August meeting. Staff availability and other work priorities prevented this being completed, and the issue became submerged after the October 2001 election.

However, the issue surfaced again during 2002, with a number of Councillors suggesting that three year funding of organisations be investigated. This report sets out a proposed set of criteria and process for providing longer term Council funding.

STRATEGIC CONTEXT

Council's Strong Communities platform sets out Council's desire to:

- work to ensure that local services match changing needs;
- help grow community leaders and capacity, and develop local solutions.

Council has many longstanding funding agreements with a range of organisations, each of which contributes to the delivery of a range of Council's strategic objectives. The Council's current requirement to annually 'apply' to Council for continued funding has been identified by many of these organisations as a significant barrier to their development. Also, the government's Voluntary Sector Working Party has identified annual funding as a national issue, and recommended that for government funding as a contract standard there should be a presumption of three to five year funding, with periods of less than three years requiring specific justification. This could be in cases where new initiatives are being tested or piloted or where the project itself is less than three years in duration.

The expected benefits of Council providing longer term funding are:

- greater stability for organisations;
- organisations can confidently employ staff for more than one year, which supports recruitment and attracting high calibre staff;
- more strategic and long term focused planning, rather than annual planning;
- organisations spend less time seeking funding and justifying their existence and more on their 'core' services, to the benefit of the community and Council;
- decreased compliance costs for organisations and for Council in managing funding arrangements;
- strengthening of the relationships between Council and its key partner organisations.

ISSUES

Implications for Council

The previous Council sought advice on the extent to which Council can commit funding in future years and the impact on Council's decision making processes of a funding commitment longer than one year. The advice given was as follows:

- (a) That it is routine for Council to commit expenditure in future years, for example through loan funding. The setting of the Long Term Council Community Plan itself is a commitment. It is also common under the Tenders process for contracts spanning different financial years to be entered into.
- (b) Council committing to funding for more than one year need not abrogate its annual decision making processes. This can be achieved by entering into an agreement for 'base level' funding. The effect of such a commitment would be to:
 1. Assure the recipient organisation of a baseline level of funding.
 2. Retain Council's ability to vary the 'top up' funding to such organisations on an annual basis, thus allowing for annual variations to meet changing or developing need.
 3. Allow Council as much as the affected organisation, to concentrate on new issues and service development.

Process for developing proposed criteria and process

The criteria and process below were developed from Annual Plan submissions, previous discussions with affected organisations and meetings with Council staff. WADCOSS and Enterprise Waitakere also commented on a draft. Note that wider consultation with potentially affected organisations has not taken place.

Proposed criteria

The following presents proposed criteria for organisations seeking longer term funding arrangements.

1. The group is well established, with recognised specialities and expertise.
2. They provide a unique service.
3. Council has established the group, or assisted in its establishment, in order to fulfil particular City and Council goals.
4. The organisation is key strategically and is critical to fulfilling Council goals.
5. The organisation is involved in activities in which the Council has a key interest, and/or utilises land, assets or facilities owned by Council.
6. The Council does not provide that same service or activity (at least not in the same way).
7. The organisation is healthy, viable and sustainable.
8. Longer term funding from Council will underwrite or help secure significant external funding from other sources.
9. The Council funding involved is \$30,000 or more.

The latter criterion is to provide a dollar threshold for these agreements, so that they are not entered into for very small amounts. It is also in line with the funding recommendations of He Waka Kotuia, the report of the Community-Government Relationship Steering Group.

Proposed process

If a group meets the required criteria, the proposed process is as follows.

1. The organisation puts forward a case (or is invited to put forward a case) for their need and use of longer term funding, to include:
 - The period of funding sought (not longer than five years).
 - How much base level funding is sought annually over that term.
 - What will be provided for the funding, including outcomes and how progress/achievements would be measured.
 - How Council can be assured that the funding would be used for the expected purposes and outcomes.
 - How the organisation and its activities meet the criteria above.
2. Groups will be asked to make a submission to the Annual Plan if they wish to gain long term funding. This will include the 2003/2004 Annual Plan. After staff assessment the application will be considered during Annual Plan deliberations.
3. A performance agreement and expectations would need to be negotiated between the parties.
4. Council reserves the right to withhold or decrease funding if the organisation was not performing as expected.

5. Council reserves the right to initiate an organisational audit if serious concerns arose about an organisation.
6. Reporting requirements are made clear.
7. At least every three years, and earlier if desired by either party, a mutual assessment takes place as to whether the longer term funding is meeting the expectations of the organisation and of Council (i.e. a mutual review process).
8. Parties are to meet annually to discuss progress, the organisation's plans for the following year, and whether any alterations to the agreement are required for the following year.
9. A Council liaison officer would be specified in each case to monitor and manage the relationship. If the organisation has an issue that can not be resolved via that liaison officer it should refer to the appropriate Council manager, in the first instance.
10. After three years of an arrangement Council may call for expressions of interest from other organisations, who may be in a position to provide that formerly 'unique' service.

In effect this proposal provides a guaranteed minimum base level of funding for organisations that meet the criteria. It does not prevent the organisation for seeking more funding in any one year above this level, nor does it prevent Council from reducing or withdrawing funding if the organisation is not performing to expectations.

If this proposal is approved, an application form would be prepared and current organisations that Council funds will be informed. A staff working party would be convened to determine how to administer the process most efficiently and develop relationship management best practice.

RESOURCES

No new resources are required to implement this proposal. It is likely however to require more staff time to set up initial longer term funding agreements, but this should be offset over time by reduced administration. It should also lead to considerable resource savings for the organisations concerned.

CONCLUSION

A proposed set of criteria and process for providing long term funding to certain organisations is presented. It is considered that setting up such a system would provide benefits to both Council and the organisations involved.

RECOMMENDATIONS

1. That the information be received.
2. That the proposed criteria and process for providing longer term funding to organisations be approved, with any amendments.
3. That the process around longer term funding arrangements be implemented immediately, to align with the 2003/2004 year.

Report prepared by: Rachael Trotman, Strategic Group, Strategic Leader.



19 **PROJECTS SPECIAL COMMITTEE**

THE COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON WEDNESDAY, 5 FEBRUARY 2003

MATTERS CONSIDERED

A84-A85

The Committee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages A84 to A85.

The Committee Recommends:

That the Ordinary Meeting report of the Projects Special Committee held on Wednesday, 5 February 2003 be received.

RP Dallow, QPM, JP

CHAIRPERSON



20 PURCHASE OF LAND FOR ORATIA DOMAIN

This item will be considered in the Confidential Supplement of the agenda, and has been circulated to members separately with this agenda.

PROCEDURAL MOTION TO EXCLUDE THE PUBLIC

That the public be excluded from the following part of the proceedings of this meeting, namely: Purchase of Land for Oratia Domain.

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of the matter to be considered.	Reason for passing this resolution in relation to the matter.	Ground(s) under Section 48(1)(a) for the passing of this resolution.
<ul style="list-style-type: none">Purchase of Land for Oratia Domain.	The withholding of information is necessary in order to: <ul style="list-style-type: none">enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 7(2)(i) of that Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public as follows:

- The matter contains information regarding negotiations pertaining to land sale proposal.

