



**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, 4 MARCH 2004,  
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, 5 February 2004

**RECOMMENDATION**

That the minutes of the Ordinary Meeting of the City Development Committee held on Thursday, 5 February 2004, as circulated, be taken as read and now be confirmed.



#### **4 COMMUNITY HOUSES SIX MONTHLY REPORT JULY - DECEMBER 2003**

##### **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 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 centres 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 Educational 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 Strong Communities and Urban and Rural Villages strategic platforms 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 Educational Association is to strengthen community well-being 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 annual Council funding from \$20,000 to \$30,000 each depending on the level of services they provide and the amount of hours open. All six Community Houses are situated in Council owned buildings and maintenance is shared between Council and the individual Community Houses. Council officers have recently completed maintenance asset inspections of all the Community Houses to ensure maintenance requirements are identified and well planned for. Council also provides a training fund of \$3,500 per year administered by the Waitakere Workers Education Association. The purpose of the Community House Training Fund is to support the training and development needs of the Community House Coordinator, volunteers and members of the volunteer management committees.

### Waitakere Workers Educational Association

Council funds Waitakere Workers Educational Association 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 Waitakere Workers Educational Association is on track to meet all its targets for 2003/2004 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; and
- Administering the Community House Training Fund of \$3,500 per annum.

The Waitakere Workers Educational Association 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 English as a second language courses. Waitakere Workers Educational Association has also established a working relationship with the recently appointed Adult and Community Education Regional Advisers in Auckland;
- Providing at least one community workshop or training course for workers in community organisations; and
- Providing support to migrant continuing needs through the provision of English language tuition, compilation of an updated Directory of English as a second language Provision in Waitakere, 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 Educational Association and Council funding agreement is monitored by a Council representative through written report and quarterly meetings with the Waitakere Workers Educational Association representative and regular meetings with the Community house coordinators and management committees.

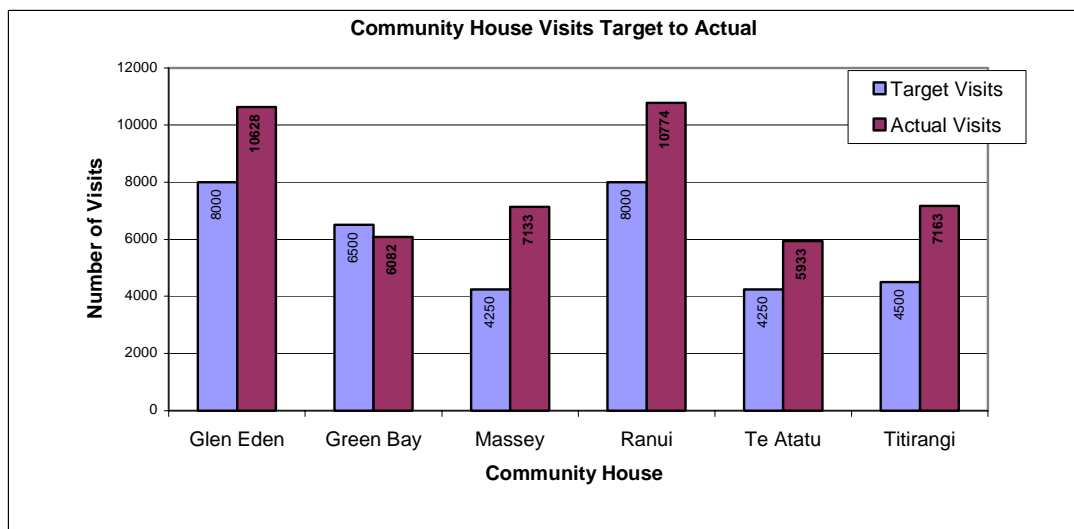
## Performance and Achievement

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 Educational Association, Community House funding agreements are monitored by a Council representative through written reports and regular meetings with House co-ordinators and Management Committees.

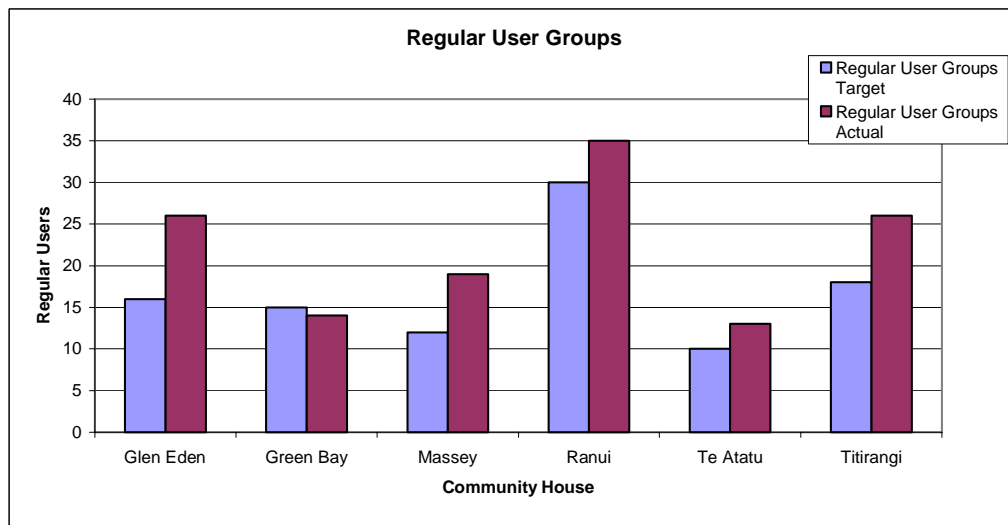
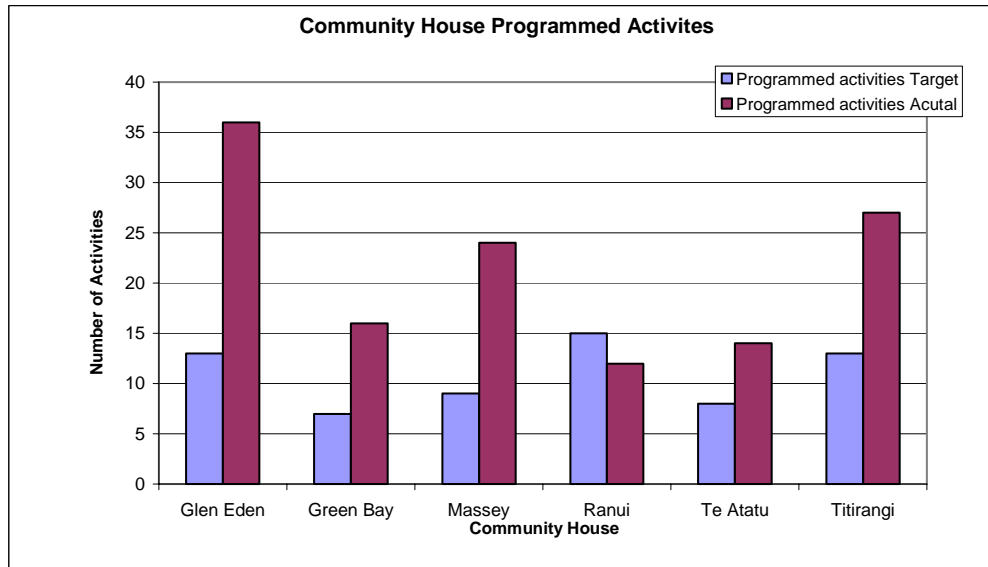
All Community Houses met the following generic performance targets in the funding agreements for the July to December 2003 period:

- 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 Educational 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 July-December 2003. These should be viewed as a benchmark and are only one indicator of a House's success.



A total of 47,713 people used the six funded Community Houses in the six months from July to December 2003. 133 user groups accessed the Houses and 129 programmed activities were offered at the Houses. All numbers have increased since this time last year although some Houses have experienced low numbers of actual enrolments for courses and some planned courses did not have the required numbers to go ahead. Coordinators continue to assess community need and offer a range of new and commonly requested classes and programmes. 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**

All numbers are well above targets and the House is well on track to exceed yearly targets with 37 programmes activities and 10,628 visitors. The playgroups who use the House are continuing to grow and benefit from the new playground built by the House last year with funding from Portage Licensing Trust. Barnados have also recently returned as users to the House after not using the House for a few years. The House continues to be one of the busiest and has particular success with their school holiday and after school care programmes as well as new programmed activities.

- **Green Bay Community House**

The number of programmed activities is on target, however regular user groups and visitor numbers are both slightly below target. This is expected to even out throughout the remainder of the year as usage of the house decreases during the Christmas school holidays. The play area continues to attract high numbers to the Houses playgroup and they are currently looking into applying for funding to expand the play area. The House Management Committee has experienced a decrease in the size over the last six months however local advertisements have attracted new members and the Chair of the New Lynn Community Board has also temporarily joined the Committee. Council officers are continuing to liaise with the Committee including encouraging the Coordinator and Committee members to utilise the Training Fund.

- **Te Atatu Community House**

Regular user groups, visitor numbers, and programmed activities are all set to exceed performance targets this year. The House received community funding to engage an artist to design and paint a recently completed mural for their outside play equipment storage shed. The House continues to provide a large range of community education and learning opportunities based at both the community house and adjacent brick house and has two strong pre school groups.

- **Massey Community House**

There has been a significant increase in visitors to the House with 7,133 this period compared to 4,004 in the same period last year as the house is now becoming more strongly established in the old Massey Library. User groups have also increased although some of the programmed classes had to be cancelled due to lack of enrolments. The House is continuing to work with the other community providers in the area to assess community need and provide relevant services including their successful school holiday programme. They have recently received funding for a new playground to encourage the growth and development of the House's playgroups.

- **Ranui Community House**

The number of visitors and regular user groups are well above target and the house is set to exceed all performance targets. The number of programmed activities is slightly below target, however can be accounted by the unexpected reduction in community education hours allocated to the community house in this period and also a drop in course enrolments around the end of the year. The House managed to pick up extra community education hours throughout the term however due to the initial reduction did not offer as many programmes as usual. The Ranui Community House also held a well-attended art exhibition over Labour Weekend for which St Dominic's school pupils created murals for the back fence of the House.

- **Titirangi Community House**

There has been another significant increase in this period in visitor numbers, programmed activities, and regular user groups at the Titirangi Community House. The House is set to exceed all performance targets in the service agreement for the year. They continue to have high community usage and have established a very successful new school holiday programme. The House has recently started making use of a small un-used child care room to provide additional community space for hire and on occasion refers groups to other Titirangi community facilities.

## RESOURCING

In 2003/2004 Council provided financial support via funding agreements totalling \$179,000 for the Community Houses and the Waitakere Workers Educational Association. In the seven-month period from July 2003 to January 2004 a total of \$105,875 has been paid out to the six Community Houses and the Waitakere Workers Educational Association as the first instalments of the Service Agreements.

## CONCLUSION

Community Houses continue to provide a valuable service to local neighbourhoods and are effective in their service provision. The Waitakere Workers Educational 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 Educational Association are on track to achieve the targets set in their service agreements for 2003/2004.

## RECOMMENDATION

That the Community Houses Six Monthly Report, July - December 2003 be received.

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



## 5 LOPDELL HOUSE DEVELOPMENT DECISION-MAKING FRAMEWORK

### PURPOSE OF THE REPORT

This report presents a draft Lopdell House development framework, which would provide guidance to the Lopdell House Arts Development Trust and to Council for analysis of development proposals.

### BACKGROUND

The Lopdell House Arts Development Trust has been established independently with the intention of completing initial feasibility work on development options for a Lopdell House Arts Precinct. It is anticipated the Trust will, later this year, report to Council on a recommended development option, development process, financial package and governance structure. The community representatives, the arts sector and other stakeholders have clear expectations that Council will respond promptly in order to progress the project.

At the December 2003 meeting of the City Development Committee, it was requested that a draft development decision-making framework be brought to the City Development Committee for consideration.

### STRATEGIC CONTEXT

Lopdell House is identified in the Waitakere City Arts and Cultural Strategy as one of two key arts precincts, which contribute significantly to the cultural infrastructure of the city.

The Long Term Council Community Plan identifies “flourishing arts precincts” (e.g. Lopdell House and the Corban Estate) as a priority in the short and medium term.

Lopdell House is also a lynchpin in the wider Titirangi village. Its development and enhanced connections to the village are a key focus for the future.

## ISSUES

### Purpose

A Lopdell House decision-making framework will perform two functions:

- A clear statement of Council's aspirations for Lopdell House;
- A clear statement of the basis for consideration of any Lopdell House proposals.

This provides clear guidance to the Lopdell House Arts Development Trust at the outset of any "bottom lines" Council has and also brings together in one place any rules and guidelines Council has relating to Lopdell House, Titirangi and town centres.

It also creates a level playing field for proposals to be considered from any company, organisation or individual, however unlikely. Currently, Property Services are receiving tenancy proposals for a range of activities such as gyms and function centres. The Trust is also in receipt of two proposals for arts-related developments for the top floor of Lopdell House.

The following matrix is proposed as a simple summary of policies, rules and strategies relating to Lopdell House development planning:

Key issue	For detail refer to	WCC staff liaison
<p><b>General statement</b> Any project must enhance, not detract from, the Lopdell House status as a city icon, a regional arts centre and a lynchpin in the wider Titirangi Village.</p>		<p>Naomi McCleary Manager: Arts ext: 8550 Janet Cole Project Manager: Revitalisation ext: 8429</p>
<p><b>Activities</b> One of two city arts precincts - this must be its primary focus.  Must encompass a range of activities including:</p> <ul style="list-style-type: none"> <li>• Visual arts;</li> <li>• Performing arts;</li> <li>• Professional arts;</li> <li>• Community arts;</li> <li>• Retail.</li> </ul> <p>Waitakere City Council places high value on having a range of activities at street level.</p>	<ul style="list-style-type: none"> <li>• Waitakere City Arts &amp; Cultural Strategy;</li> <li>• Waitakere City Council Long Term Community Council Plan;</li> <li>• Urban and Rural Villages platform.</li> </ul>	<p>Naomi McCleary</p>
<p><b>Structural</b> Built in 1930 prior to many current building requirements, including earthquake provisions. Any upgrade must address changed requirements and/or structural improvements.</p>	<p>"Lopdell House Structural Assessment" - Beca Carter October 2003</p>	<p>Duncan Miller Property Assets Project Manager ext: 8973</p>

Key issue	For detail refer to	WCC staff liaison
<p><b>Design</b></p> <ul style="list-style-type: none"> <li>• High quality in keeping with the vision for a destination of national/regional significance;</li> <li>• Excellent integration with surrounding uses;</li> <li>• Logical, safe, attractive access for pedestrians and linkages with surrounding uses;</li> <li>• Safe attractive access and parking for vehicles and integration with surrounding pedestrian-friendly traffic flows;</li> <li>• Maximise sustainable design.</li> </ul>	<ul style="list-style-type: none"> <li>• Waitakere City Council District Plan: <ul style="list-style-type: none"> <li>- Titirangi Village design guidelines;</li> <li>- heritage listings and provisions.</li> </ul> </li> <li>• Heritage Places Trust ICAMOS guidelines for dealing with historic places;</li> <li>• Waitakere City Council Code of Practice;</li> <li>• Lopdell House Conservation Plan;</li> <li>• Sustainable Buildings Guidelines.</li> </ul>	<p>Janet Cole</p> <p>Ross Hill Transport Assets Manager ext: 8737</p>
<p><b>Development process</b></p> <ul style="list-style-type: none"> <li>• Clear governance and accountability: <ul style="list-style-type: none"> <li>- Waitakere City Council and other groups have clear role definition;</li> <li>- Lopdell House Arts Development Trust responsible for consultation with relevant arts and community stakeholders;</li> <li>- Best practice contractual relationships and process;</li> <li>- Clear responsibilities and approvals/sign-offs for each stage of project.</li> </ul> </li> <li>• Clear financial and risk management.</li> </ul>	<p>New Zealand Institute of Architects standard conditions of contract.</p>	<p>Janet Cole</p>

## CONCLUSION

The proposed development decision-making framework provides a clear summary of Council's basis for evaluating any development of Lopdell House.

## RECOMMENDATIONS

1. That the Lopdell House Development Framework report be received.
2. That the proposed development decision-making framework be adopted as the basis for evaluating any proposals relating to Lopdell House.
3. That the Lopdell House development decision-making framework be forwarded to the Lopdell House Arts Development Trust to guide their activities.

Report prepared by: Janet Cole, Project Manager: Revitalisation and Naomi McCleary, Manager: Arts.



## 6 STATE HIGHWAY UPDATE

### PURPOSE OF THE REPORT

The purpose of this report is to consider priorities in relation to the projects in Transit New Zealand's Draft State Highway Programme 2004/2005 which impact on Waitakere City.

### BACKGROUND

In March 2002 the Council considered Transit New Zealand's first 10-year plan and made a submission on priorities. Transit New Zealand is now undergoing an annual update of its 10-year plan and is seeking submissions on priorities of major and minor projects. The due date for submissions is the 31 March 2004.

Transit New Zealand has taken a different approach this year, by indicating the earliest start date for construction of each project, rather than indicating a priority between projects.

Transit New Zealand will finalise the recommended 2004/2005 State Highway Programme in mid April 2004. Transit New Zealand will also be having ongoing discussions with Transfund New Zealand to determine an indicative funding level for the State Highway Programme, including regional apportionments as recently announced by the Government. The Land Transport Management Act was passed in November 2003, which requires Transit New Zealand's 10-year plan to contribute to the Act's aim of:

*“achieving an integrated, safe, responsive and sustainable land transport system and contributes to the following objectives:*

- *assisting economic development; and*
- *assisting safety and personal security; and*
- *improving access and mobility; and*
- *protecting and promoting public health; and*
- *ensuring environmental sustainability.”*

### STRATEGIC CONTEXT

The Regional Land Transport Strategy provides for a state highway programme in the Auckland region that is intended to support transport objectives and the Regional Growth Strategy. The regional programme assumes that state highways would be built when ready, rather than when funds are available, and that there are no funding constraints.

The Government has proposed additional funding for the region which would assist in accelerating the state highway programme in the Regional Land Transport Strategy, but still would not enable completion of the transport network until after 2015.

### ISSUES

A1-A3

Council officers have identified a suggested order of priority of state highway projects in Waitakere City for consideration by the City Development Committee. The priority rankings are attached at page A1 in relation to the projects within Waitakere City that are included in Transit New Zealand's draft 10-year plan. The earliest start date for construction of projects is not an indication of priority and will depend on completion of planning and consent processes. Council officers have drafted a submission to Transit New Zealand, attached at pages A2 to A3, which outlines the issues raised in this report and the suggested priority rankings.

It should be noted that Transit New Zealand's State Highway Programme does not include the following:

- Projects that are under construction (such as the Upper Harbour Bridge Duplication and Greenhithe Deviation);
- Projects that are already committed as part of the current-years programme;
- Projects that are 'insufficiently developed' to be prioritised (including the Whau River Crossing, State Highway 16 Waterview to Rosebank 8-laning and Kumeu Bypass, and upgrade of State Highway 18 Upper Harbour Bridge to State Highway 1).

There are a number of additional projects that were not in the previous plan. The inclusion of bus lane projects may be attributed to the new objectives of the Land Transport Management Act. Transit New Zealand may also be increasing its programme in light of additional funding becoming available.

The following is a summary of the issues on key projects that affect Waitakere City.

### **Hobsonville Deviation (State Highway 18)**

It is understood that Transit New Zealand would like to include State Highway 16 Brigham Creek Extension into the State Highway 18 construction contract as there are significant earthworks to be done and drainage issues to be dealt with as part of State Highway 18 at the Westgate interchange and this is likely to be the main cost of the State Highway 16 Extension.

The plan indicates that the earliest start date for the walk and cycle way alongside State Highway 18 is 2006/2007. However, discussions with Transit New Zealand officers indicated that the walk and cycle way would be constructed at the same time as State Highway 18. This understanding needs to be confirmed with Transit New Zealand and reflected in the 10-year plan. Transit New Zealand does not require the Council to prioritise walking and cycling projects, so they are not included in the project list attached.

### **Te Atatu Interchange**

The earliest date for construction of Te Atatu interchange westbound off ramp upgrade is 2005/2006 in Transit's programme. Te Atatu interchange westbound off ramp upgrade should be put as the second priority under the large projects category.

Currently westbound traffic from State Highway 16 to the off ramp needs to give way to southbound through traffic on Te Atatu Road, which causes serious delay and build-ups on State Highway 16. An interim measure is highly desirable before the interchange has been upgraded. The measure could include a change of lane configuration to remove the give way and allow a merge with southbound traffic along Te Atatu Road.

### **Traffic Signals for Intersections along Hobsonville Road**

Three intersections along Hobsonville Road have been identified for traffic signals. It is unclear why the earliest start date for this work is 2005/2006. The Council has previously requested Transit New Zealand to address the safety issues along Hobsonville Road prior to State Highway 18 being completed. Transit New Zealand should be asked to work with the Council's Transport Assets section to ensure appropriate safety, pedestrian access and traffic flow solutions at intersections along Hobsonville Road for the interim and after State Highway 18 is in place.

There are significant safety issues and pedestrian issues at the intersection of Brigham Creek Road and Williams Road, which has very high turning traffic from and into Hobsonville Road. Turning traffic from side roads is controlled by either “give way” or “stop” signs. This has caused a high accident rate, especially for right-turning traffic from Brigham Creek Road. Traffic signals would improve safety and pedestrian access across Hobsonville Road. For these reasons, installation of traffic signals at this intersection should be put on the top of the priority list. Traffic signals may cause delays to through traffic along Hobsonville Road until Hobsonville Deviation (State Highway 18) is completed, but would continue to be appropriate after completion.

The priority of traffic signals for the other two intersections, namely Trig/Luckens and Marina View intersection, is not quite as high because there is relatively less turning traffic there and a lower accident rate. Traffic signals at these intersections would address safety issues and the ability for pedestrians to cross Hobsonville Road. However, traffic signals may cause delays to through- traffic along Hobsonville Road. Both intersections are T-junction (the Trig/Luckens actually consists of two T-intersection diagonally opposite over Hobsonville Road) which work well with a central flush median on Hobsonville Road that can shield turning traffics. Consideration should also be given to pedestrian crossings along Hobsonville Road as an interim measure that would alleviate safety and traffic flow concerns.

### **Bus Priority Lanes**

It is encouraging that Transit New Zealand has included bus priority lanes along State Highway 16 in the 3-year plan for projects under \$3 million. Officers have placed a high priority on these projects, because of the need to provide a faster travel time by bus. This would help encourage greater use and allow more services to run along State Highway 16. The Waterview to Rosebank westbound bus priority lane has been put at the top priority amongst the bus priority lane projects, as there is currently no westbound bus priority lane along State Highway 16. Priorities for the other bus priority lanes reflect the likely benefits to arise from introducing a new section of bus lane.

### **Te Atatu to Westgate 6-Laning (State Highway 16)**

The earliest start date for the 6-laning of Te Atatu to Royal and Royal to Westgate of State Highway 16 is 2005/2006 and 2006/2007, respectively. It should be noted that the Lincoln Road Interchange has not been included in Transit New Zealand’s State Highway programme. Transit New Zealand should be requested to include the interchange, as well as bus shoulder lanes and walk and cycle lane into the 6-laning projects. The Council is currently carrying out studies on a Henderson to Hobsonville rapid transit route which is assessing whether bus shoulder lanes or a dedicated bus lane would be appropriate over the next 20 and 50 years. The results of this study could be integrated into or coordinated with the 6-laning project.

### **Whau Crossing**

The proposed Whau Crossing that connects Rosebank Peninsula and Glendene/Kelston is not included in Transit New Zealand’s State Highway programme because it is “insufficiently developed”. Auckland City Council’s agreement is being sought to conduct a joint feasibility study into the Whau Crossing. If the study goes ahead in 2004/2005, the earliest start date for construction would be 2005/2006. This project is considered to be required, regardless of whether the State Highway 20 Avondale Extension goes through Rosebank (Option AR1) or not.

### **RESOURCES**

Approximately \$49,000 is available in the 2003/2004 Annual Plan to assist the Council’s advocacy in relation to the state highways programme.

## CONCLUSION

The earliest start dates outlined in Transit New Zealand's draft State Highway Programme are indicative and will be subject to change as different projects in the region advance or become delayed. Council officers have indicated an order of priority in relation to state highway projects in Waitakere City for consideration by the City Development Committee.

## RECOMMENDATIONS

1. That the State Highway Update report be received.
2. That a submission is made to Transit New Zealand, which outlines the issues and suggested priorities in relation to state highway projects within Waitakere City.
3. That the Chair of the City Development Committee is given delegated authority to sign off the submission to Transit New Zealand's draft 10-year plan.

Report prepared by: by Kevin Wright, Manager Transport Strategy and Vincent Lin, Senior Project Manager: Transport Projects.



## 7 RAIL AND STATIONS UPDATE

### PURPOSE OF THE REPORT

The purpose of this report is to update the City Development Committee on progress towards development of the rail corridor within Waitakere City and to provide the Auckland Regional Council's 'Rail Stations Upgrade Policy and Specification' document for comment.

### BACKGROUND

Waitakere City Council has been working with Auckland Regional Transport Network Limited, Auckland Regional Council, Tranz Rail and other parties for a number of years over the upgrade of the Auckland Rail Corridor. Changes in the governance of rail and other transport within the Auckland Region will have a significant impact upon how the rail project is delivered. However it is critical that work towards implementing both the station upgrade and double tracking and related works progresses.

### STRATEGIC CONTEXT

Transport planning at a regional level is guided by the Regional Land Transport Strategy and the Regional Growth Strategy. Waitakere City Council has been a key stakeholder in the development of these documents and the direction they provide. Development of the rail network is a key component of meeting Council's goals, particularly given that the rail network runs through some of the City's main town centres. Development of the rail network and its integration with other transport modes are key components of meeting the goals of the Regional Land Transport Strategy and the Regional Growth Strategy. Double tracking will allow for increased frequency and improved reliability, ensuring that rail is a viable transport option for an increased number of people.

Station location, development, and linkages are important parts of developing the rail network. Stations are the key interface between the rail corridor, town centres and communities. Their location and design is critical, in terms of the tone they set for the rail corridor and the way in which they interface with the town centre or community.

Therefore, it is important that stations are sited in the best possible location and that design work is undertaken to a high standard.

## ISSUES

Waitakere City Council Officers are continuing to work with key parties including Auckland Regional Transport Network Limited, Auckland Regional Council, Tranz Rail (as a representative of TrackCo) and other Territorial Local Authorities in the development of the station and rail infrastructure within Waitakere City and its links to the regional network. An update on key components of this work and key achievements since the last reporting to the Committee follows.

Key achievements include:-

- Development of the signature stations at Ranui, Glen Innes and Papatoetoe, with an expected completion date of March 2004. The Committee will be updated on progress at the meeting.
- Completion of rail destressing works. No speed restrictions due to heat buckling in the network were required in January 2004.
- Completion of signalling works at New Lynn to allow for termination and turn back of services from the station. An additional peak service departing New Lynn at 7.55am commenced on 19 January 2004. This is currently a trial service to gauge its impact on the timekeeping of other services.
- Rail Services Operator - The Auckland Regional Council anticipate that negotiations with the preferred tenderer for rail services operation will be completed by the end of February 2004. It is expected that the new operator will take over full operational responsibilities by mid 2004.
- Project Boston - Infrastructure Auckland have approved a grant of \$23.2 million for the double tracking of the western line between Boston Road and Baldwin Ave, including new station platforms and facilities at Kingsland.
- Submission of an Expression of Interest to Infrastructure Auckland for transport works at Waitakere Central.

## Rail Infrastructure

An Officer working party with representatives from Tranz Rail, Auckland Regional Council, Auckland Regional Transport Network Limited and Waitakere City Council now meet on a monthly basis to progress this work. Key components of this work will include:-

- Double tracking including track alignment;
- Stations;
- Structures including bridges and ensuring these are compatible with double tracking and electrification;
- Vehicle and pedestrian crossings and other roading issues;
- Rail corridor walkway/cycleway.

It is intended that this work will result in the finalisation of plans for the network development including prioritisation of station and double tracking work, and is expected to be completed by the end of July 2004. This will help provide the certainty for town centre planning, particularly at New Lynn and Glen Eden.

**The Auckland Regional Council's 'Rail Stations Upgrade Policy and Specification' document**

A6-A27

The Rail Stations Upgrade Policy and Specifications attached at pages A6 to A27 have been prepared by the Auckland Regional Council as a guideline for the planning and design of the total station precinct, including:-

- defining the general policy on scope and programme for station upgrade; and
- providing an outline of the station specifications as the foundation for the Auckland Regional Transport Network Limited Station Design Guide (this describes in more detail technical specifications for design and construction).

Key issues of note to Waitakere City Council include:-

- (Section 1.3) Process - The policy requires a two stage design process, with signoff on the concept designs prior to any funding applications being made or any commitments being sought from the Auckland Regional Council on funding of operating, maintenance and renewals expenditure. Signoff of both concept and detailed designs is required from:-
  - Auckland Regional Council - agreement to proceed with development if funding of operating and maintenance costs is required, compliance with Stations Specifications and that the design meets operational requirements;
  - Territorial Local Authorities - fit with the local community, agreement if required to fund any elements;
  - Tranz Rail - design complies with relevant technical and safety standards.
- (Section 2.1) Access - The policy requires bus layover areas as part of bus interchanges. Council has undertaken significant planning work for bus interchanges at both New Lynn and Henderson. This work does not support the inclusion of bus layovers within the interchange. These are better provided outside town centres.
- (Section 2.3) Security - The policy provides for after-hours lighting adequate for Closed Circuit Television operations, however it does acknowledge that the standards should be subject to review from location to location. At a number of stations within the City, for example Ranui and in future Henderson, access to the station has the dual role of providing community access. There is a need to ensure that adequate lighting is provided at all times.
- (Section 2.8) Retail Outlets - The policy allows for "appropriate retail kiosks and vending machines to be provided under separate commercial arrangements between the station lease holder and relevant parties, provided that they do not add cost to the supply of the passenger services or affect the function and operation of the station.
- (Section 3.3) Station Categorisation - The classification of Waitakere City stations is set out in the table below. This is based on patronage forecasts, the role of the station and its land use context. The classification, while based on previous work undertaken by Auckland Regional Transport Network Limited does include a number of changes in classification. Of note to Waitakere City is the reclassification of Sunnyvale and Swanson Stations from Local to Intermediate on the basis of the park and ride function they will provide. It should be noted that Britomart is the only Hub station on the Auckland rail network.

Major	Intermediate	Local
Henderson New Lynn	Glen Eden Sturges Sunnyvale Swanson	Fruitvale Ranui

- (Section 4) Scope and Programme of Station Upgrade - Timing of station development within Waitakere City is dependent upon staging of double tracking. An Officer working party with representatives from Tranz Rail, Auckland Regional Council, Auckland Regional Transport Network Limited and Waitakere City Council now meet on a monthly basis to progress this work. The Auckland Regional Council's proposed timetable indicates completion of station development in the following financial years. The timing of Waitakere Station is to be confirmed.

2005/2006 Upgrade	2006/2007 Upgrade	2007/2008 Upgrade
Fruitvale Glen Eden Henderson	New Lynn Sturges Sunnyvale	Ranui (2 <sup>nd</sup> platform) Swanson

While it is acknowledged that the above table is tentative, and that the programme depends upon the phasing of the Western Line double tracking, it would be appropriate for Council to reiterate the importance of completion double tracking and station upgrades as soon as possible. Given the benefits of developing park and rides it would be useful for further discussion of park and ride within the Draft Rail Stations Upgrade Policy and Specifications document, and for Sturges and Sunnyvale Stations to be programmed for development in 2005/2006.

A27 Table 4.1 attached at page A27 includes patronage estimates for 2011. These do not reflect recent land use changes around some of the town centres with Waitakere City. In particular, it appears that the 2011 patronage estimate for Henderson does not include the significant developments occurring in the vicinity of the station including UNITEC and Waitakere Central.

A4-A5 A draft submission to the Auckland Regional Council's draft Rail Stations Upgrade Policy and Specifications is attached at pages A4 to A5. The Committee may wish to raise other issues for inclusion in the letter.

## STATIONS UPDATE

### New Lynn

- Work undertaken in 2003 on options for integrating transport modes in New Lynn identified a preferred concept for further investigation. This option has been the basis for discussion with Tranz Rail, Auckland Regional Transport Network Limited and the Auckland Regional Council over development of rail within New Lynn. A number of technical issues have been identified which will need resolving prior to the finalisation of any plans. These include decisions on the gradient between New Lynn and Avondale stations, at least to the level of resolving that they do not impact on New Lynn station, and future electrification issues.

Work on resolving these issues has commenced and is expected to take four to six months. Development at New Lynn depends upon the roading and rail configurations being finalised. All parties have been made aware of the importance of resolving these issues.

## Henderson

On behalf of Auckland Regional Transport Network Limited and the Crown, Waitakere City Council officers have submitted an Expression of Interest to Infrastructure Auckland for funding the development costs of the Henderson Station and related transport infrastructure. This is based on the general concepts of a bus/rail interchange, a centre rail platform and walking and cycling connections, which have been reported to Council as part of the reporting on "Waitakere Central". The funding application will cover:-

- A new station structure and associated facilities at Henderson;
- A small park and ride facility at Henderson station;
- A bus/rail interchange and taxi facilities adjacent the station;
- Drop off/pick up points;
- Improved walking and cycling access to the station;
- Tracking and signalling/communications work to support the station development, including 1,150m of new track, 4 new turnouts, and refurbishment of approximately 1,300m of existing track;
- Track formation works;
- Bridging of Henderson Valley Road including provision for walking and cycling.

A funding application will be submitted to Infrastructure Auckland by mid March 2004, for consideration by its Board in June 2004. Further details on the plans for the precinct will be provided at the meeting. Agreement on funding and cost sharing will be required for that application. Officers have met with Infrastructure Auckland following the submission of the Expression of Interest and Infrastructure Auckland have provided verbal support for the lodgement of a funding application.

Concept plans for the station development will be provided at the meeting. It would be appropriate for the Committee to give formal support for the concept and delegate authority to the Chair - City Development Committee to sign any documentation required to support the application.

## Ranui

Development of the Ranui Station is expected to be completed in March 2004. The development includes the station platform, building, accesses, additional park and ride and drop off spaces. The community identified the need for a toilet and drinking fountain as part of the consultation process. These are being planned for as part of landscape development work adjacent to the rail corridor. Further details on timing of this work will be provided at the Committee meeting.

## RESOURCES

Work is currently progressing in accordance with the approved budget.

## CONCLUSION

The rail corridor development provides Waitakere City with significant opportunities, particularly given its proximity to some of the City's main town centres. Therefore, now that detailed design on the western rail corridor is progressing, it is critical that Council works alongside Auckland Regional Transport Network Limited, the Auckland Regional Council and other parties to ensure that these plans meet the needs of Waitakere City residents as well as the region as a whole.

## **RECOMMENDATIONS**

1. That the Rail and Stations Update report be received.
2. That the Chairperson of the City Development Committee be given delegated authority to sign the attached letter, regarding the Auckland Regional Council's Rail Stations Upgrade Policy and Specification, as amended by the City Development Committee.
3. That Council support an application to Infrastructure Auckland for the funding of the transport related aspects of "Waitakere Central".
4. That the Chairperson of the City Development Committee be given delegated authority to sign the documentation required in support of the application to Infrastructure Auckland for funding of the transport related aspects of Waitakere Central.

Report prepared by: Glenda Lock, Project Manager: City Projects.



## **8 ECONOMIC DEVELOPMENT FORUM**

### **PURPOSE OF THE REPORT**

The purpose of this report is to advise Council about the Economic Development Forum held in Auckland from 9 to 10 February 2004 and to ratify the attendance of Councillors Annette Fenton and Gary Russell at the Conference as representatives of the Council.

### **BACKGROUND**

The Economic Development Forum: Economic Development at the Coalface was hosted by the Institute of Public Policy, Auckland University of Technology. The Forum provided information on national and international economic development practice and recognised the contribution of a diverse group of practitioners and agencies driving development. The programme for the Forum states that it provides New Zealand with a unique opportunity to address the changing dynamics of economic development and will have emphasis on new initiatives, new strategies and new directions, giving the country the opportunity to benchmark economic development in New Zealand against the best the world has to offer.

Keynote speakers included:

Greg Clark, Director of Strategy & Intelligence, London Development Agency and Chair of the Organisation for Economic Co-operation and Development, Local Economic and Employment Development, Forum on Cities and Regions.

Xavier Greffe, Sorbonne University, Paris and Chair of the Organisation for Economic Co-operation and Development, Local Economic and Employment Development, Forum on Partnerships and Local Governance.

## **STRATEGIC CONTEXT**

Development of a strong innovative economy is one of the nine strategic platforms under the Long Term Council Community Plan. This Forum offered an opportunity to exchange economic and regional development learning's with counterparts.

## **ISSUES**

The Mayor provided a speech for the panel session on 'Local Government and Economic Development in New Zealand' in relation to Eco City concepts and success of the film cluster. The Mayor and Deputy Mayor shared the complementary registration available to speakers.

Councillors Fenton and Russell expressed an interest in attending, due to their interest in economic development and roles on the Auckland Regional Economic Development Establishment Group. The registration fee was \$395.00 per person.

## **RESOURCES**

The registration fee for Councillors Fenton and Russell can be met from the Civic Services Elected Member cost centre.

## **CONCLUSION**

Councillors Fenton and Russell attended this Forum on 9-10 February 2004 alongside the Mayor and Deputy Mayor as the Council's representatives and retrospective approval is sought to authorise the costs incurred.

## **RECOMMENDATIONS**

1. That the Economic Development Forum report be received.
2. That Councillor Fenton and Councillor Russell's attendance at the Economic Development Forum be retrospectively approved and the Council pay the registration fee.
3. That Councillor Fenton and Councillor Russell report back on any matters relevant to Waitakere.

Report prepared by: Jen Cook, Partnerships & Advocacy Leader: Economic Development.



## 9 DRAFT ECONOMIC DEVELOPMENT STRATEGY ADOPTION PROCESS

### PURPOSE OF THE REPORT

The Draft Economic Development Strategy, adopted by Council in October 2003, will be consulted upon as part of the Annual Plan 2004/2005. Further initiatives need to be integrated into the strategy for consultation as part of the Annual Plan 2004/2005. This report brings to the City Development Committee a proposed process of adoption of these further economic development initiatives as part of the draft Economic Development Strategy for approval.

### BACKGROUND

The draft Economic Development Strategy was adopted by the City Development Committee on 2 October 2003. It identifies a broad strategy for economic development and a number of possible actions to further the economic development of the City. In particular the focus has been on developing an incentives package to be used as part of an integrated investment attraction process. A draft of the content of this incentives package will come to the Long Term Council Community Plan and Annual Plan Special Committee.

At the Council meeting on 17 December 2003 Councillor Russell proposed the establishment of a Mayoral Business Marketing Taskforce to act as an umbrella beneath which a number of economic development suggestions could be explored and progressed. Council referred the proposals to this Committee, which passed the following resolutions on 5 February 2004:

*“That the ‘Implementing the draft Economic Development Strategy’ report be received.”*

*79/2004*

- “1. That a Mayoral Business Marketing Taskforce be formed comprising the Mayor, three Elected Members as nominated, a representative of Waitakere City’s Directorate and appropriate staff support as determined by the Chief Executive.*
- 2. That Crs Battersby, Fenton and Russell be appointed as the Council representatives to the Mayoral Business Marketing Taskforce.*
- 3. That Council invite the Waitakere Enterprise Board of Directors to nominate representatives to participate on the Mayoral Business Marketing Taskforce.”*

*80/2004*

The Mayoral Taskforce is being established with urgency.

A workshop with Councillors on economic incentives for local businesses was held in conjunction with the workshop on regional economic governance issues on 16 February 2004.

### STRATEGIC CONTEXT

The creation of a strong innovative economy is one of the Council’s nine Strategic Platforms, under which a series of actions that will be completed over the next 10 years are outlined. One of the identified actions is to increase the City’s profile including marketing the City to attract investment.

The draft Economic Development Strategy sets the policy framework upon which sustainable economic development can be built. In the draft Economic Development Strategy it is noted that business growth can be promoted in mutually reinforcing ways - supporting the growth of existing local businesses as well as facilitating inward investment by businesses that can be encouraged to relocate into the city.

Both approaches require credible business support, infrastructure, and local capacity to be available; however, proactive inward investment also needs the development of a programme of action encouraging businesses to consider locating in Waitakere, to facilitate relocation and then 'settling' into a new area. The draft Economic Development Strategy outlines a series of current and proposed actions upon which this framework to grow businesses can be implemented.

The Notice of Motion and proposals put forward by Councillor Russell in December 2003 regarding the development of mechanisms to generate inward investment fits well within the strategic framework provided through the draft Economic Development Strategy and regional initiatives.

## **ISSUES**

It is necessary to ensure that the initiatives regarding economic development and the process of the adoption of the draft Economic Development Strategy are clearly linked together, and that Council is meeting its various statutory requirements in the process.

The proposed linkages are that:

- Long Term Council Community Plan and Annual Plan Special Committee will receive a report on business incentive proposals as developed in the workshop held on 16 February 2004, and consider any changes to the draft budgets during their deliberations;
- Any required changes to the draft Economic Development Strategy will then be incorporated into the draft consultation documents by staff;
- The Long Term Council Community Plan and Annual Plan Special Committee will consider submissions on the draft Economic Development Strategy and associated business incentives through the Annual Plan process;
- The Long Term Council Community Plan and Annual Plan Special Committee will recommend the final policy to Council for June 2004 meeting.

## **RESOURCES**

This work is within current policy and planning work programmes.

## **CONCLUSION**

The draft Economic Development Strategy, adopted by Council on 2 October 2003, will need to be consulted upon as part of the Annual Plan 2004/2005. Further initiatives need to be integrated into the draft Strategy for consultation as part of the Annual Plan 2004/2005, such as further work currently underway on the Business Incentives component of the draft strategy. This report outlines to the Committee a proposed process of adoption of further initiatives in the draft Economic Development Strategy, which will include any changes required by the ongoing development of the Business Incentives package.

## **RECOMMENDATIONS**

1. That the Draft Economic Development Strategy Adoption Process report be received.
2. That the Long Term Council Community Plan and Annual Plan Special Committee approve, if necessary, any amendments to the draft Economic Development Strategy budgets (including a revised business incentives package) for consultation in the Annual Plan 2004/2005.
3. That any changes to the draft Economic Development Policy be recommended to Council in June 2004.

Report prepared by: Cathy Kenkel; Group Manager: Strategic Planning and Policy.



## **10 HERITAGE STRATEGY AND ACTION PLAN**

### **PURPOSE OF THE REPORT**

This report brings to the City Development Committee's attention the draft Heritage Strategy, with an Action Plan for the next three years. These documents will provide the rationale and priorities for the Heritage Manager included in the draft Annual Plan 2004/2005. It is intended that the draft Heritage Strategy will be consulted upon during April and May 2004 as part of the Annual Plan process.

### **BACKGROUND**

Heritage management by Waitakere City Council has been noted by both staff and community over a number of years for its ad hoc nature and lack of internal co-ordination. A draft Heritage Strategy was prepared for Council during 2000/2001 which provided guidance for staff, but which needed updating and which also needed priorities established.

\$15,000 was carried forward from 2002/2003 in order to undertake the updating of the existing draft Heritage Strategy and to develop a three-year action plan. This is now complete and a copy of the material is in the Councillors lounge.

A28-A29

A policy cover sheet which provides a summary of the draft Heritage Strategy and Action Plan is attached at pages A28 to A29.

A Cultural Heritage Inventory will also be undertaken over early 2004 in accordance with the requirements of the Resource Management Act Amendments 2003. In terms of statutory responsibilities, Council has a goal in the Long Term Council Community Plan 2003 to protect and enhance heritage, and heritage has also been elevated to 'a matter of national importance' in the Resource Management Act Amendments 2003.

For this work, 'heritage' has been taken to encompass built, natural, archival and cultural heritage.

This issue has been considered by Council over 2003 through this Committee and Projects Special Committee. Recommendations were:

*“That the Projects Special Committee recommend to the City Development Committee, the project scope of the Heritage Action Plan and the Cultural Heritage Inventory as outlined in this report.”*

2006/2003

*“That the City Development Committee endorses the undertaking of the Heritage Action Plan and Cultural Heritage Inventory.”*

2067/2003

The Annual Plan 2004/2005 includes a new position of Heritage Manager to ensure that heritage issues will be managed over the next two years, with a view to ensuring that the Long Term Council Community Plan 2006 will include agreed actions and resources for heritage in general for the next ten-year plan.

## STRATEGIC CONTEXT

Waitakere City has a rich and complex history dating from Maori occupation to a wide range of pioneer activities, through to a wide variety of urban environments. Very few places in New Zealand combine all these elements in one city.

The City has a dedicated and enthusiastic range of people and groups who are committed to ensuring that heritage is protected and supported. Council initiatives which build on that strong community base would enable the co-ordination of public and private investments to ensure greater social, cultural and possibly economic gains for the City.

Strategically, this is a good time to put more resources into this issue not only to ensure that Council fulfils its roles as a Territorial Local Authority but also to ensure that the City captures the benefits that accrue to good heritage management techniques.

This work links across Council - areas as diverse as Arts and Culture, Resource Management, Archives, Libraries, Parks and Open Space Strategy, Leisure Strategy, Growth Management Plan, Urban Design, District Plan particularly natural environment rules and policies, and forward planning in Northern Strategic Growth Area have all been involved in the updating of the strategy and preparation of the action plan.

## ISSUES

There are a number of issues regarding heritage protection and enhancement facing the City. In the draft Strategy, the issues are grouped under:

- Built heritage (protection, education, maintenance);
- Natural heritage (largely District Plan issues);
- Cultural heritage (collection, protection, education); and
- Decision making processes (shared responsibilities, informal processes).

In the Action Plan, the actions are aligned more closely to the operational structure of Council, to enable staff to easily develop work programmes and reference areas of particular importance to their area of responsibility.

The role of volunteers will be critical to the ongoing success of any heritage programme Council undertakes. As noted earlier, Waitakere has many committed people who have done and are doing sterling work in protecting and promoting the City's heritage, largely in a voluntary role. Council has also created a role of 'voluntary ambassadorship' which seeks to undertake heritage work as agreed - there is, however, a need to ensure that this role is firmly aligned to the adopted strategy. It is envisaged that the proposed heritage manager would undertake any supervisory requirements of this role.

The main priorities over the next three years are to:

- work with local community and local community groups;
- facilitate annual heritage forum;
- ensure provision of a Heritage Manager, undertake an Official History of Waitakere City project (Heritage Advocacy);
- ensure that statutory processes, both local and regional, are fully used to provide support and protection e.g. Auckland Regional Coastal Plan, undertake Biodiversity Strategy, support heritage in Parks and Leisure Strategy (Heritage of the Natural Environment);
- investigate possible roles for Waitakere City Council with iwi partners and local Maori community (Tangata Whenua);
- establish the most appropriate Community Building conservation support e.g. grants, and work closely with Council staff with responsibility for built heritage owned and managed by Council to ensure enhanced protection (Built Heritage and Sites);
- build on current archival protection work programmes to ensure that Council is fulfilling the necessary and statutory roles in all council projects (Documentary heritage);
- ensure that Corban Estate and Lopdell House arts precincts protect and enhance their heritage aspects (Waitakere Arts and Culture);
- undertake museum feasibility study and investigate the value of an overarching heritage trust for the city (Museum Treasures);
- advocate for heritage reports as part of Resource Consent planning processes, and work with Resource Management and Urban Design teams to protect urban and rural heritage such as traditional subdivision patterns, names of local parks and roads, local heritage features (Elements of City Form).

## **RESOURCES**

Staff are currently managing heritage issues as they occur in their area, which has led to adhoc and inconsistent approaches to heritage management. The draft Annual Plan 2004/2005 includes funding for the new position of a Heritage Manager, to work for the first year from the Strategy and Development Unit, Urban Design team. Modest project funding has been included in the draft Annual Plan 2004/2005.

## **CONCLUSION**

Council has undertaken work over the last ten years to support various heritage initiatives, and currently has a draft Heritage Strategy 2001 which has now been updated.

This report proposes that the updated Heritage Strategy be adopted as draft, and recommends that the draft Heritage Strategy is included in Annual Plan 2004/2005 consultation processes.

While this report summarises the draft Heritage Strategy and Action Plan 2004/2007, the complete documents have been placed in the Councillors lounge for consideration.

## **RECOMMENDATIONS**

1. That the Heritage Strategy and Action Plan report be received.
2. That the updated Heritage Strategy be adopted as draft.
3. That the draft Heritage Strategy be recommended to Council for consultation in the Annual Plan 2004/2005 deliberations.

Report prepared by: Cathy Kenkel, Group Manager: Strategic Planning and Policy.



11 **PROJECTS SPECIAL COMMITTEE**

**THE COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON WEDNESDAY, 4 FEBRUARY 2004.**

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**MATTERS CONSIDERED**

*A30-A33*

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 A30 to A33 in the Attachments supplement.

**The Committee Recommends:**

That the Ordinary Meeting report of the Projects Special Committee held on Wednesday, 4 February 2004 be received.

RP Dallow, QPM, JP  
**CHAIRPERSON**

