

**AGENDA FOR A SPECIAL MEETING OF THE COUNCIL TO BE HELD IN THE
CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON MONDAY, 25 MARCH 2002 COMMENCING AT 9.35 AM**

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**AGENDA FOR A SPECIAL MEETING OF THE COUNCIL TO BE HELD IN THE
CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON MONDAY, 25 MARCH 2002 COMMENCING AT 9.35 AM**

1 APOLOGIES



2 ADOPTION OF DRAFT 2002/2003 ANNUAL PLAN

The purpose of this report is for the Council to adopt the draft 2002/2003 Annual Plan as recommended by the Annual Plan Special Committee.

A1-A16

The Annual Plan Special Committee are delegated authority to make a recommendation to the Council for the adoption of the Annual Plan. The Annual Plan Special Committee commenced its deliberation of the draft Annual Plan on Monday 18 March 2002 and completed the deliberations on Wednesday, 20 March 2002. The minutes of the Annual Plan Special Committee are attached at pages A1 to A16.

Annual Plan Special Committee resolved the following:

“That the draft 2002/2003 Annual Plan as amended by the Annual Plan Special Committee be recommended to the Council for adoption.”

506/2002

- “1. That it be recommended to the Council that the proposed format of functional groupings be approved for the draft 2002/2003 Annual Plan.*
- 2. That it be recommended to the Council that the proposed performance measures and targets be approved for the draft 2002/2003 Annual Plan and that number 3 of the 14 key outcome measures be deleted completely from the key outcome measures.”*

508/2002

“That it be recommended to Council that an Editorial Group be set up comprising of the Chairperson of the Annual Plan Special Committee, the Mayor, Deputy Mayor and Councillor Lawley to approve the final format and content of the Annual Plan and associated publicity/consultation material.”

509/2002

RECOMMENDATIONS

1. That the information be received.
2. That Council approve the proposed format of functional groupings for the draft 2002/2003 Annual Plan.

3. That the proposed performance measures and targets for the draft 2002/2003 Annual Plan, and that number 3 of the 14 key outcome measures be deleted completely from the key outcome measures be approved.
4. That an Editorial Group be set up comprising of the Chairperson of the Annual Plan Special Committee, the Mayor, Deputy Mayor and Councillor Lawley to approve the final format and content of the Annual Plan and associated publicity/consultation material.
5. That the draft 2002/2003 Annual Plan as amended by the Annual Plan Special Committee be adopted.

Report prepared by: Andrew Pollock, Director: Finance.



WAITAKERE CITY COUNCIL



MINUTES OF AN ORDINARY MEETING OF THE ANNUAL PLAN SPECIAL COMMITTEE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON MONDAY, 18 MARCH 2002, COMMENCING AT 9.30 AM.

PRESENT:

Councillor JM Clews, QSO, JP (Chairperson)
Mayor Bob Harvey, QSO, JP (Deputy Chairperson)
(until 12.15 pm from 2.37 pm)
Councillors DQ Battersby, JP
BA Brady, JP (from 9.39 am)
RP Dallow, QPM, JP (from 9.37 am)
AC Fenton (until 2.29 pm)
PA Hulse
JP Lawley
GE Nash, JP
VS Neeson, JP (until 12.08 pm)
GB Presland (from 11.25 am, until 2.08 pm)
GW Russell (until 2.29 pm)
DA Yates, JP

INVITED

REPRESENTATIVES:

Mrs BP Hanson, MBE, JP (Waitakere Community Board)
Mr RF Jessopp (Chairperson, Massey Community Board)
Ms HM Jones (Chairperson, Henderson Community Board)
Mrs EG Francke (Chairperson, New Lynn Community Board)

OBSERVERS:

Mr WR Davis (Henderson Community Board)
Mr P van der Voort, JP (New Lynn Community Board)

IN ATTENDANCE:

Chief Executive
Director: City Enterprises
Director: Strategic Projects
Director: Finance
Director: Strategic Group
Director: Corporate and Civic Services
Director: City Services
Director: Quality Assurance
Public Affairs Manager
Manager: Maori Issues
Manager: Legal Services
Manager: Consent Services
Manager: Democracy and Support Services
Manager: Customer Services
Manager: Field Services
Manager: Group Services & Operations
Manager: Group Performance & Business Delivery
Manager: Operations Support
Manager: Policy Development
Manager: Resource Consents
Service Manager: Audit and Support
Service Manager: Parks
City Projects Manager
Emergency Services Manager
Human Resources Manager
Information Manager

Information Technology Services Manager
Library and Information Services Manager
Strategic Planning and Monitoring Manager
Service Manager Resource Management and Building
Service Manager: Aftercare and Special Project
Team Manager: Compliance
Budget Accountant
Acting Leisure Services Manager
Acting Senior Management Group Co-ordinator
Parks Asset Environment Co-ordinator
Landscape Planning Co-ordinator
Chief Management Accountant
Mayoral Executive Officer
Acting Executive Assistant to the Chief Executive
Administration Team Leader
Team Leader: Resource Consents
Corporate Planner
Strategic Leaders: A Hadley
C Kenkel
J Macdonald
Accountant: E Hale
P Crabbe
Funds Accountant: B Wilkin
Committee Secretary: S Simiona
Committee Administrator: M Keepa

1 APOLOGIES

476/2002

MOVED by Cr Fenton, seconded Cr Neeson:

That apologies from Cr Stone and Cr Hoskin, for absence and Cr Presland, for lateness be received and sustained.

CARRIED

2 URGENT BUSINESS

There was no Urgent Business.

9.37 am Cr Dallow entered the meeting.

9.39 am Cr Brady entered the meeting.

3 ANNUAL PLAN PROCESS AND TIMETABLE

477/2002

MOVED by Cr Nash, seconded Cr Lawley:

That the information be received.

CARRIED

4 CHIEF EXECUTIVE'S ANNUAL PLAN OVERVIEW

478/2002

MOVED by Cr Dallow, seconded Cr Lawley:

1. That the information be received.
2. That before adopting the 2002/2003 Annual Plan as a draft for public consultation, the Council:
 - Decide on key financial management issues including the funding of depreciation;
 - Confirm its strategic priorities, as set out on page 7 of this agenda;
 - Review the extent to which the draft 2002/2003 Annual Plan delivers on these strategic priorities.

CARRIED

10.14 am Cr Neeson left the meeting.

10.26 am Cr Neeson returned to the meeting.

5 UNIT OVERVIEWS

STRATEGIC GROUP

The Director: Strategic Group presented the Strategic Group overview.

479/2002

MOVED by Cr Brady seconded Cr Fenton:

That the information be received.

CARRIED

ADJOURNMENT

480/2002

MOVED by Cr Clews, seconded Cr Neeson:

That the meeting stand adjourned until 11.00 am.

CARRIED

10.45 am The meeting adjourned.

11.08 am The meeting reconvened. Mayor Bob Harvey, Crs Hulse, Dallow and Battersby were not present.

11.09 am Crs Battersby and Hulse returned to the meeting.

11.10 am Cr Dallow returned to the meeting.

Presentation of the Unit Overviews continued.

STRATEGIC PROJECTS

The Director: Strategic Projects presented the Strategic Projects Unit Overview.

11.25 am Cr Presland entered the meeting

481/2002

MOVED by Cr Hulse, seconded Cr Yates:

That the information be received.

CARRIED

PUBLIC AFFAIRS

The Public Affairs Manager presented the Public Affairs Unit Overview .

482/2002

MOVED by Cr Fenton, seconded Cr Yates

That the information be received.

CARRIED

11.55 am Mayor Bob Harvey returned to the meeting.

12.08 pm Cr Neeson left the meeting.

12.12 pm Cr Russell left the meeting.

12.14 pm Cr Battersby left the meeting.

ADJOURNMENT

483/2002

MOVED by Cr Clews, seconded Cr Hulse

That the meeting stand adjourned until 1.00 pm.

CARRIED

12.16 pm The meeting adjourned.

1.06 pm The meeting reconvened. Mayor Bob Harvey, Crs Yates, Brady, Fenton, Hulse and Dallow were not present.

1.08 pm Crs Yates and Dallow returned to the meeting.

1.09 pm Crs Brady and Hulse returned to the meeting.

A4

1.10 pm Cr Fenton returned to the meeting

CORPORATE AND CIVIC SERVICES

The Director: Corporate & Civic Services presented the Corporate & Civic Services Unit Overview.

484/2002

MOVED by Cr Lawley, seconded Cr Brady:

1. That the information be received.
2. That Council agree to the implementation measures recommended for the Library Development Strategy.

CARRIED

5. CITY SERVICES

The Director: City Services presented the City Services Unit Overview.

485/2002

MOVED by Cr Dallow, seconded Cr Brady:

That the information be received.

CARRIED

1.38 pm Cr Hulse left the meeting.

1.54 pm Cr Hulse returned to the meeting.

2.08 pm Cr Presland left the meeting.

2.29 pm Crs Russell and Fenton left the meeting.

2.37 pm Mayor Bob Harvey returned to the meeting.

ADJOURNMENT

485/2002

MOVED by Mayor Bob seconded Cr Battersby:

That the meeting stand adjourned until 9.30 am, on Tuesday, 19 March 2002 in the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City.

CARRIED

3.14 pm The meeting adjourned.

**MINUTES OF AN ORDINARY MEETING OF THE ANNUAL PLAN SPECIAL COMMITTEE
HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON MONDAY, 18 MARCH 2002, AND
RECONVENED ON TUESDAY, 19 MARCH 2002,
COMMENCING AT 9.33 AM.**

PRESENT:

Councillor JM Clews, QSO, JP (Chairperson)
Mayor Bob Harvey, QSO, JP (Deputy Chairperson)(from 2.13 pm)
Deputy Mayor CA Stone
Councillors DQ Battersby, JP
BA Brady, JP
RP Dallow, QPM, JP
AC Fenton
PA Hulse (from 11.30 am)
JP Lawley
GE Nash, JP
VS Neeson, JP
GB Presland (from 11.43 am)
GW Russell
DA Yates, JP

INVITED

REPRESENTATIVES: Mrs BP Hanson, MBE, JP (Waitakere Community Board)
Mr RF Jessopp (Chairperson, Massey Community Board)
Ms HM Jones (Chairperson, Henderson Community Board)
Mrs EG Francke (Chairperson, New Lynn Community Board)

IN ATTENDANCE:

Chief Executive
Director: City Enterprises
Director: Strategic Projects
Director: Finance
Director: Strategic Group
Director: Corporate and Civic Services
Director: City Services
Director: Quality Assurance
Manager: Public Affairs
Manager: Maori Issues
Manager: Group Performance and Business Delivery
Manager: Group Services and Operation
Acting Manager: Eco Water Business Unit
Manager: Consultancy Services
Business Manager: Consultancy Services
Aquatic and Recreation Services Manager
Manager: Testing Station
Animal Welfare Manager
Service Manager Audit and Support
Administration Team Leader - Consultancy Services
Services Manager: EcoWater
Finance and Administration Manager: Eco Water
City Projects Manager
Strategic Leader: C Kenkel
Budget Accountant
Funds Accountant
PA Administration Officer: A Jones
Committee Secretary: S Simiona
Committee Administrator: M Keepa

Chief Executive Officer, Enterprise Waitakere: C. Rogers

1 APOLOGIES

486/2002

MOVED by Cr Neeson, seconded Cr Fenton:

That an apology from Cr Hoskin, for absence and Mayor Bob Harvey, Crs Hulse and Presland for lateness be received and sustained.

CARRIED

5 UNIT OVERVIEWS - CONTINUED

Presentations on the Unit Overviews continued.

CITY ENTERPRISES

9.56 am Cr Neeson left the meeting.

10.13 am Cr Neeson returned to the meeting.

The Director: City Enterprises presented the City Enterprises Unit Overview.

487/2002

MOVED by Cr Dallow, seconded Cr Russell:

1. That the information be received.
2. That Council provide guidance regarding the provision for costs relating to the Housing for the Older Adult upgrade project for the 2002/2003 Annual Plan year.

CARRIED

FINANCE

The Director: Finance, presented the Finance Unit Overview.

488/2002

MOVED by Cr Yates, seconded Cr Battersby:

That the information be received.

CARRIED

ADJOURNMENT

489/2002

MOVED by Cr Clews, seconded Cr Fenton

That the meeting stand adjourned until 11.20 am.

CARRIED

11.05 am The meeting adjourned.

11.30 am The meeting reconvened. Crs Hulse, Dallow and BP Hanson were not present.

Presentation of the Unit Overviews continued.

11.31 am BP Hanson returned to the meeting.

MAORI ISSUES

The Manager: Maori Issues, presented the Maori Issues Unit Overview.

11.38 am Cr Dallow returned to the meeting.

11.43 am Cr Presland entered the meeting.

490/2002
MOVED by Cr Fenton, seconded Cr Hulse:

That the information be received.

CARRIED

ENTERPRISE WAITAKERE

The Partnerships and Advocacy Manager: Strategic Group presented the Enterprise Waitakere Overview. Clyde Rogers, Chief Executive - Enterprise Waitakere responded to questions.

491/2002
MOVED by Cr Battersby, seconded Cr Lawley:

1. That the information be received.
2. That the proposed Enterprise Waitakere allocation be adopted in the draft 2002/2003 Annual Plan.

CARRIED

The Unit Overview presentations concluded.

ADJOURNMENT

492/2002
MOVED by Cr Clews, seconded Cr Neeson:

That the meeting stand adjourned until 1.45 pm.

CARRIED

- 12.20 pm The meeting adjourned.
- 1.50 pm The meeting reconvened. Crs Stone, Presland, Hulse, Dallow and Neeson were not present.
- 1.55 pm Cr Hulse returned to the meeting.

6 ISSUES FOR FURTHER DEBATE

Discussion took place on issues brought forward for further debate.

YOUTH FACILITY CONCEPT

493/2002

MOVED by Cr Battersby, seconded Cr Yates:

That \$30,000 for a youth facility be further considered for inclusion in the draft 2002/2003 Annual Plan.

CARRIED

BUSH CLEARANCE ADVICE

MOVED by Cr Battersby, seconded Cr Russell:

That \$70,000 for Bush Clearance advice not be included in the draft 2002/2003 Annual Plan.

AMENDMENT

MOVED by Cr Yates, seconded Cr Hulse:

That up to \$12,000 be included in the draft 2002/2003 Annual Plan for an information pamphlet on bush clearance.

AMENDMENT CARRIED

SUBSTANTIVE MOTION

The Chairperson put the substantive motion:

494/2002

That up to \$12,000 be included in the draft 2002/2003 Annual Plan for an information pamphlet on bush clearance.

CARRIED

INCREASED MOWING OF PARK

495/2002

MOVED by Cr Battersby, seconded Cr Clews:

That \$100,000 be further considered for inclusion in the draft 2002/2003 Annual Plan for increased mowing of parks, and other public space.

CARRIED

NEW FOOTPATH CONSTRUCTION

496/2002

MOVED by Cr Hulse, seconded Cr Yates:

That \$450,000 capital expenditure for new footpath construction be further considered for inclusion in the draft 2002/2003 Annual Plan.

CARRIED

- 2.20 pm Mayor Bob Harvey entered to the meeting.
- 3.01 pm Cr Fenton left the meeting.
- 3.01 pm Cr Presland returned to the meeting.
- 3.09 pm Cr Fenton returned to the meeting.
- 3.20 pm Mayor Bob Harvey left the meeting.
- 3.29 pm Cr Presland left the meeting.
- 3.29 pm Mayor Bob Harvey returned to the meeting.

ADJOURNMENT

497/2001

MOVED by Cr Clews, seconded Cr Nash:

That the meeting stand adjourned until 9.30 am on Wednesday, 20 March 2002, in the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City.

CARRIED

- 3.44 pm The meeting adjourned.

**MINUTES OF AN ORDINARY MEETING OF THE ANNUAL PLAN SPECIAL COMMITTEE
HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON MONDAY 18 MARCH 2002, AND
RECONVENED ON TUESDAY, 19 MARCH 2002,
AND WEDNESDAY, 20 MARCH 2002,
COMMENCING AT 9.38 AM.**

PRESENT:

Councillor	JM	Clews, QSO, JP (Chairperson)
Deputy Mayor	CA	Stone (from 9.40 am)
Councillors	DQ	Battersby, JP (until 2.35 pm)
	BA	Brady, JP
	RP	Dallow, QPM, JP
	AC	Fenton
	PA	Hulse (until 10.59 am from 12.00 noon until 2.35 pm)
	JP	Lawley
	GE	Nash, JP
	VS	Neeson, JP (until 9.50 am, from 11.29 am until 12.45 pm))
	G	Presland (from 10.48 am)
	GW	Russell (from 9.53 am until 12.45 pm))
	DA	Yates, JP (until 2.45 pm)

INVITED REPRESENTATIVES:

Mrs BP Hanson, MBE, JP	(Waitakere Community Board)
Mr RF Jessopp	(Chairperson, Massey Community Board)
Mr WR Davis	(Henderson Community Board)
Mrs EG Francke	(Chairperson, New Lynn Community Board)

OBSERVERS:

Mrs CA Shepherd, JP	(Chairperson, Waitakere Community Board)
Mr P van der Voort, JP	(New Lynn Community Board)

IN ATTENDANCE:

- Chief Executive
- Director: City Enterprises
- Director: Strategic Projects
- Director: Finance
- Director: Strategic Group
- Director: Corporate and Civic Services
- Director: City Services
- Director: Quality Assurance
- Manager: Maori Issues
- Public Affairs Manager
- Manager: Group Performance and Business Delivery
- Manager: Solid Waste
- Manager: Policy Development Strategic Group
- Manager: City Projects
- Project Manager: Revitalisation Strategic Projects
- Services Manager: EcoWater
- Service Manager: Audit and Support
- Strategic Planning and Monitoring Manager
- City Projects Manager
- Corporate Planner
- Communications Advisor
- Strategic Leader: Strategic Group
- Mayoral Executive Officer
- Committee Secretary: S Simiona
- Committee Administrator: M Keepa

All

9.40 am Cr Stone entered the meeting.

1 APOLOGIES

498/2002

MOVED by Cr Neeson, seconded Cr Fenton:

That apologies from Mayor Bob Harvey and Cr Hoskin for absence, and Crs Russell and Presland, for lateness be received and sustained.

CARRIED

6 ISSUES FOR FURTHER CONSIDERATION (CONTINUED)

9.50 am Cr Neeson left the meeting.

9.53 am Cr Russell entered the meeting.

10.19 am Cr Hulse left the meeting.

10.24 am Cr Russell left the meeting.

10.36 am Cr Russell returned to the meeting.

LAND ACQUISITION - Waitakere Ranges Protection Society

499/2002

MOVED by Cr Stone, seconded Cr Yates:

That the Waitakere Ranges Protection Society be requested to furnish a report to the Council that outlines their Strategic Land Acquisition proposals for the near future.

CARRIED

10.48 am Cr Presland entered the meeting.

ADJOURNMENT

500/2002

MOVED by Cr Clews, seconded Cr Yates:

That the meeting stand adjourned until 11.15 am.

CARRIED

10.58 am The meeting adjourned.

11.25 am The meeting reconvened. Crs Dallow and Hulse, and BP Hanson were not present.

Discussion continued on issues brought back to the Committee for further consideration.

- 11.26 am B Hanson returned to the meeting.
11.29 am Cr Neeson returned to the meeting.
11.30 am Cr Dallow returned to the meeting.
12.00 pm Cr Hulse returned to the meeting.

WATER RATES ARREARS COLLECTION - Options

501/2002

MOVED by Cr Neeson, seconded Cr Dallow:

1. That the information be received
2. That the current arrears collection procedures be replaced by "option 9" as detailed in the agenda report.

"Restriction of water supply, plus debt collection agency, and/or legal proceedings if required"

CARRIED

FINANCIAL AND FUNDING PRINCIPLES

502/2002

MOVED by Cr Dallow, seconded Cr Russell:

That depreciation be fully funded in the 2002/2003 Annual Plan.

CARRIED

503/2002

MOVED by Cr Dallow, seconded Cr Russell:

That money collected to fund depreciation be applied to renewals, debt repayment or funding of capital expenditure that would otherwise be loan funded.

CARRIED

504/2002

MOVED by Cr Battersby, seconded Cr Russell:

That for the issue of the Transfund subsidy, the status quo remain for the 2002/2003 financial year but be addressed in the 2003/2004 financial year, and that this matter be highlighted in the 2002/2003 Annual Plan document.

CARRIED

ADJOURNMENT

505/2002

MOVED by Cr Clews, seconded Cr Fenton:

That the meeting stand adjourned until 2.00 pm.

CARRIED

12.45 pm The meeting adjourned.

2.06 pm The meeting reconvened. Crs Presland, Russell, Fenton, Brady, Dallow, Lawley and Neeson were not present.

Discussion continued on issues brought back to the Committee for further consideration.

2.08 pm Cr Brady returned to the meeting.

2.09 pm Cr Fenton returned to the meeting.

2.12 pm Cr Lawley returned to the meeting.

2.14 pm Cr Dallow returned to the meeting.

AGREED AMENDMENTS TO THE DRAFT 2002/2003 ANNUAL PLAN

Operating Costs Changes	Amount	Capital Expenditure Changes	Amount
Sponsorship of New Urbanism Conference	5,000	Glen Eden Stage 1 Revitalisation	90,000
Increased Funding for Events	7,500	Slow Streets (net of subsidy)	52,000
Library Migrant Services	45,450	Footpath Construction	450,000
MAF Partnership (Painted Apple Moth)	10,000	Air Conditioning	-190,000
Increase in Halls Grant	7,000		
Youth Facility Concept	30,000		
Funding for Bush and Tree Care Advice	12,000		
Increased Mowing of Parks and Public Space	100,000		
Olympic Park	45,450		
Inorganic	50,000		
Weed Reduction (Consultation Process)	10,000		
Glen Eden Stage 1 Revitalisation	10,000		
Events Co-ordinator	25,250		
Graffiti Control on Skateboard Bowls	20,000		
Regulatory Education	10,000		
Total	387,650	Total	402,000
Total Rates Impact	395,188	Rates Impact of Capital Expenditure	7,538

A14

506/2002

MOVED by Cr Battersby, seconded Cr Dallow:

That the draft 2002/2003 Annual Plan as amended by the Annual Plan Special Committee be recommended to the Council for adoption.

CARRIED

DRAFT 2002/2003 ANNUAL PLAN PERFORMANCE MEASURES

2.35 pm Crs Battersby and Hulse left the meeting.

2.42 pm Cr Presland returned to the meeting.

2.45 pm Cr Yates left the meeting.

507/2002

MOVED by Cr Fenton, seconded Cr Brady:

That the information be received

CARRIED

508/2002

MOVED by Cr Stone, seconded Cr Lawley

1. That it be recommended to the Council that the proposed format of functional groupings be approved for the draft 2002/2003 Annual Plan.
2. That it be recommended to the Council that the proposed performance measures and targets be approved for the draft 2002/2003 Annual Plan and that number 3 of the 14 key outcome measures be deleted completely from the key outcome measures.

CARRIED

7. EDITORIAL GROUP

509/2002

MOVED by Cr Stone, seconded Cr Dallow:

That it be recommended to Council that an Editorial Group be set up comprising of the Chairperson of the Annual Plan Special Committee, the Mayor, Deputy Mayor and Councillor Lawley to approve the final format and content of the Annual Plan and associated publicity/consultation material.

CARRIED

510/2002

MOVED by Cr Clews, seconded Cr Stone:

That a vote of thanks be extended to all Councillors, Community Board Representatives and Council Officers for their input into the draft 2002/2003 Annual Plan.

CARRIED

3.05 pm

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT AN ORDINARY MEETING OF THE
COUNCIL HELD ON

DATE:.....

CHAIRPERSON:.....