

## NOTICE OF MEETING

# WAITAKERE COMMUNITY BOARD

(Bethells/Te Henga, Waitakere Village, Swanson, Piha, Karekare, Oratia, Laingholm and Titirangi South including Titirangi Village)

I hereby give notice that a meeting of the Waitakere Community Board will be held on:-

**DATE: Tuesday, 3 August 2010** **TIME: 7.00 pm**

**MEETING ROOM: Council Chamber**

**VENUE: Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere**

to consider the business as set out herein and to take any necessary action connected therewith.



28 July 2010

Judith Moore  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8950

### MEMBERSHIP:

Mr	KJP	Witten-Hannah, JP (Chairman)
Ms	LE	Davies (Deputy Chairman)
Mrs	EG	Francke
Cr	PA	Hulse
Cr	PG	Mitchell
Mr	EN	Taylor

(Quorum 4 members)

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(Meeting Room could be subject to change)

(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR A MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE HELD IN  
THE COUNCIL CHAMBER AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY  
ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 3 AUGUST 2010,  
COMMENCING AT 7.00 PM**

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**AGENDA FOR A MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE HELD IN  
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**1 APOLOGIES**



**2 CONFIRMATION OF MINUTES**

Meeting Minutes – Tuesday, 6 July 2010.

**RECOMMENDATION**

It is recommended that the Waitakere Community Board resolve to:

**Receive** the minutes of the meeting of the Waitakere Community Board held on Tuesday, 6 July 2010, as circulated, and that they be taken as read and now be confirmed.



**3 URGENT BUSINESS**

Section 46A(7) of the Local Government Official Information 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 Board by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Board may make a decision on a matter determined to be urgent.

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



**4 CONFLICTS OF INTEREST**

The Council has acknowledged in its Code of Conduct that Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to check that no such conflicts arise in relation to any items on this agenda.



## 5 PRESENTATIONS - NEW ZEALAND POLICE

Provision has been made on this agenda for a representation from the New Zealand Police to update the Community Board on matters in the Waitakere Ward.



## 6 PUBLIC FORUM

For guidance of Community Board Members, the Council's Standing Orders have the following provisions in regard to Public Forum:

- (i) members of the public wishing to address the Board in Public Forum shall furnish their names to the Chairman at the beginning of the meeting;
- (ii) the Chairman shall determine the order of speakers, and allow five minutes for speaking time; and
- (iii) questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 provides that no resolution, decision, or recommendation may be made in respect of any specific item of business not on the agenda except to refer the items to a subsequent meeting for further discussion. Therefore, no decision may be made on matters raised in Public Forum. However, written reports on matters raised may be requested from the Chief Executive Officer.



## 7 CHAIRMAN'S REPORT

### RECOMMENDATION

It is recommended that the Waitakere Community Board resolve to:

**Receive** the Chairman's Report for July 2010.

### **REPORT**

1. I would like to thank all Elected Members and Council officers for the beautiful flowers sent to me. I received them when I returned from the funeral and it was a lovely gift to come home to. This has not been an easy month for me and I want to thank my Community Board colleagues for picking up the slack when I couldn't make the last Community Board meeting. The other result, you may be pleased to see, is that my report will be somewhat shorter than usual.
2. I did attend the Oratia Residents and Ratepayers executive pot-luck dinner in the small hall on Saturday, 3 July 2010. It is a great venue for a small function. For large functions the large hall has had some renovations and by the time you read this, the new kitchen should be completed. The Oratia Residents and Ratepayers regular meeting was held on the Tuesday, 13 July 2010 and we discussed just how much time the halls and their maintenance take up. They have their community funding application in and are also involved in discussions with Council looking at opening up the Cochran Road, Oratia walkway.

3. Pedestrian access is the big issue at Piha. People are still very unhappy about the work carried out on Seaview Road, Piha leading into the intersection with Beach Valley Road, Piha. Essentially they believe that the path is unsafe and the wooden barrier reduces visibility. I met with Council officers on site and the issues were made clear. Work to fix the problem is on hold until the large issues of the spending of the \$750,000 safe walkway budget are sorted. A very productive first meeting was chaired by Councillor Hulse. This meeting and ones that will be held subsequently, give scope to the Safe Walkway Group and the Piha Residents and Ratepayers to have input into the priorities for this work. The scale of the problem is such that, even with careful management, this substantial sum still won't be enough to solve all the problems. The idea is to use the funds to provide safe access to the beach, store and library for as many residents as possible and, where possible, to make this access pushchair friendly. It's going to be a hard job because inevitably some people will be disappointed.
4. Also at Piha, a slip on Rayner Road, Piha threatens to get worse. Local people brought the issue to me and I am pleased to say that Council officers have indicated a willingness to speed up progress towards getting this sorted as soon as possible.
5. There is also concern at Karekare about two slips. One is partially blocking the stream and could cause flooding problems. The other has been caused by a heavy vehicle going too close to the edge of Lone Kauri Road, Karekare causing the edge to crumble. With this being on the outside of a bend, it could lead to a vehicle disappearing down the bank. Another issue raised at Karekare is maintenance of the walking path leading around the corner from the base of the La Trobe Track, Karekare around to the car park. This needs to be handled very carefully, as this pathway is a remnant of the tramway used to transport logs from Piha in the early part of last century.
6. The Karekare Surf Lifesaving Club (the Club) rebuilding programme is a big issue for Karekare. The Club has undertaken extensive research and consultation and as a result, they are very hopeful that the consent process will be speedy with positive outcomes. This Club has kept a dangerous beach safe for 75 years and deserves support not just from Karekare, but also greater Auckland.
7. Work obligations meant that I was not able to attend the full meeting in which the Auckland Transition Agency briefed Council and Board members on Thursday, 22 July 2010. Councillor Mitchell may wish to comment on the things I missed. Most of what the new Local Boards will do can be extracted from the Council website. Regulatory functions will, however, be delegated by the new Auckland Council Governing Body so will really depend on the make-up of that body. The Auckland Transport Agency may also choose to delegate such things as street furniture and roadside planting to Local Boards. There is a process currently being undertaken to divide up the contents of Long Term Council Community Plan and Annual Plans into what goes to Council, Local Boards, and Council Controlled Organisations. The point was made strongly that budget provision will follow responsibilities. Where contracts cross Local Board boundaries care will be taken that allocation of costs will not be arbitrary.
8. Over time the expectation is that Local Board roles and responsibilities will grow. Until July 2012 the focus for the Local Boards will be on local planning for the next Long Term Plan. The Local Board services team will be made up of 75 staff in eight teams. The West-based team of staff servicing the Whau, Henderson/Massey and Waitakere Ranges Local Boards will largely be based at Waitakere Central. The teams will be small, but more than 400 positions across the new structures, will include Local Board responsibility.

9. The decision has been made to hold meetings of Local Boards within their own areas. This may mean that some opportunities for cross-Local Board cooperation and venue cost savings could be lost. The Waitakere Ranges Local Board proposed siting of a hub is in Glen Eden. A better option may have been to utilise the Waitakere Central premises for Local Board services staff and meetings across the Western region.

KJP Witten-Hannah, JP  
**CHAIRMAN**



## 8 **BOARD MEMBERS' REPORTS**

Provision has been made on this agenda for Board Members should they so wish to submit a report on their activities during the month in regard to matters within the scope and delegations of the Board. However, to comply with the provisions of the Local Government Official Information and Meetings Act 1987, no decision may be made on matters raised in Board Members' reports.

### **WAITAKERE COMMUNITY BOARD APPOINTMENTS**

<b>OUTSIDE ORGANISATIONS</b>	<b>APPOINTMENT</b>
Auckland Region and Far North Community Board Association Executive Committee	Linda Davies
City Safety Action Group	Evan Taylor Linda Davies (alternate)
Huia/Cornwallis Local Water Agenda Steering Group	Linda Davies
Keep Waitakere Beautiful	Elizabeth Francke
Piha/Karekare Local Water Agenda Steering Group	Kubi Witten-Hannah
Waitakere Citizens Advice Bureau	Gayle Marshall Linda Davies
West Coast Plan Liaison Group	Elizabeth Francke
Waitakere Ward Local Reserve Management Plan Advisory Group	Kubi Witten-Hannah Elizabeth Francke Linda Davies (alternate)
<b>COUNCIL COMMITTEES</b>	
Creative Communities Scheme Allocation Subcommittee	Linda Davies Kubi Witten-Hannah (alternate)
Kay Road Balefill Site Management Committee	Penny Hulse
Long Term Council Community Plan and Annual Plan Committee	Kubi Witten-Hannah Elizabeth Francke (alternate)
Street Events Subcommittee	Evan Taylor






**9 COMMITTEE SECRETARY'S REPORT**

**RECOMMENDATION**

It is recommended that the Waitakere Community Board resolve to:

**Receive** the Committee Secretary's Report for the Waitakere Community Board dated 3 August 2010.

	<b>Issue</b>	<b>Comments</b>	<b>Reporting Council Officer</b>
1.	<p>Footpath/Kerb Maintenance in the Waitakere Ward</p> <p>Public Forum 2 December 2008</p> <p>Resolution No. 286/2009 3 March 2009</p> <p>Waitakere Community Board</p>	<p>Service requests tentatively planned for the next three months include:</p> <ul style="list-style-type: none"> <li>• 792 Swanson Road, Swanson - (opposite railway station) repairs completed in July 2010;</li> <li>• 52 Rimutaka Place, Titirangi - repairs completed in July 2010;</li> <li>• 671 South Titirangi Road, Titirangi - repairs to be carried out by the end of August 2010;</li> <li>• 20-30 Otitori Bay Road, Titirangi - repairs completed in July 2010;</li> <li>• 72 Otitiri Bay Road, Titirangi - damaged board walk foot path to be replaced by the end of August 2010; and</li> <li>• Opposite 655 Huia Road, Huia - repairs to be carried out by the end of August 2010.</li> </ul>	<p>Steve Cavanagh</p> <p> 836 8000</p> <p>Ext: 8731</p>
2.	<p>Seymour/Parrs Cross Roads, Oratia - Update on the Roundabout</p> <p>Officer's Report</p>	<p>The roundabout at the intersection of Seymour and Parrs Cross Roads, Oratia (the roundabout) was completed in April 2010. An interim report on the roundabout was presented to the Infrastructure and Works Committee (the Committee) at its meeting held on Wednesday, 2 June 2010. This report was favourably received by the Committee. A review on the roundabout is due to be undertaken in July 2010 and the results of this will be updated to the Waitakere Community Board at its 31 August 2010 meeting.</p>	<p>Duncan Campbell</p> <p> 836 8000</p> <p>Ext: 8019</p>
3.	<p>Bethells Beach Surf Lifesaving Patrol</p>	<p>Council officers are awaiting the signed lease from the Bethells</p>	<p>Stephanie Wilcox</p> <p> 836 8000</p>

	Issue	Comments	Reporting Council Officer
	<p>Incorporated – New Lease at Te Henga Park, Bethells/Te Henga</p> <p>Resolution No. 365/2010 7 April 2010</p> <p>Infrastructure and Works Committee</p>	<p>Beach Surf Lifesaving Patrol Incorporated.</p>	<p>Ext: 8305</p>
4.	<p>Laingholm Reserve, Laingholm Playground Design Officer's Report</p>	<p>As part of Council's ongoing playground renewal programme the playground design for Laingholm Reserve is currently being finalised. Construction is programmed for the summer of the 2010/2011 financial year.</p>	<p>Tracey Hamilton ☎ 836 8000 Ext: 8969</p>
5.	<p>Piha Domain Campground, Piha Wastewater System Upgrade</p> <p>Resolution No. 370/2010 7 April 2010</p> <p>Infrastructure and Works Committee</p>	<p>As part of Council's ongoing services renewal programme the wastewater systems at Piha Campground and Piha Beach toilet is currently being designed for a major upgrade in the 2010/2011 financial year. Works will involve decommissioning the system at Piha Beach toilet and connecting into the upgraded system at Piha Campground. The upgraded system will also receive wastewater flows from the Piha Bowling Club and Piha Returned Services Association. The renewed Auckland Regional Council consent for wastewater discharge has been granted for the works. Building and land use consent applications will be lodged shortly with Council. Physical works are programmed to commence by November 2010, and will be completed by December 2010.</p>	<p>Andreas Lilley ☎ 836 8000 Ext: 8553</p>
6.	<p>United North Piha Lifeguard Service Incorporated - New Lease of Campground at Les Waygood Park</p> <p>Resolution No. 909/2010 7 July 2010</p> <p>Infrastructure and Works Committee</p>	<p>On Wednesday, 7 July 2010 the Infrastructure and Works Committee approved that a lease be granted to United North Piha Lifeguard Service Incorporated of the campground at Les Waygood Park, Piha and to approve formal termination of the lease to the North Piha Campers Club Incorporated of the campground.</p> <p>A copy of this report was made available in the Members Information folder in the</p>	<p>Stephanie Willcox ☎ 836 8000 Ext: 8305</p>

	Issue	Comments	Reporting Council Officer
		Community Board room. Council is undertaking an audit of the campground. Council officers are waiting to receive a plan of the new leased area from Parks and will prepare a draft lease on receipt of the plan.	
7.	Wastewater System For United North Piha Lifeguard Service Incorporated  Public Forum  December 2008	The wastewater system disposal project consultation meeting was held Tuesday, 22 June 2010 with Council officers to clarify what has been done and what, if anything further, is required. This project is tied up with the development as a whole of the Piha Lifeguard Service Incorporated Clubhouse and there are still some outstanding planning issues relating to the development. Council officers will advise the Waitakere Community Board of developments as they occur.	Stephanie Willcox ☎ 836 8000 Ext: 8305
8.	Waitakere Community Board Minor Parks Projects 2010/2011  Officer's Report	<p>The 2010/2011 Parks capital works budget includes \$120,000 to be distributed between the four Community Boards in Waitakere for minor park development projects.</p> <p>Council officers have begun compiling an initial list of potential projects in Waitakere Ward for the Waitakere Community Board to review. The list is being compiled through:</p> <ul style="list-style-type: none"> <li>• consultation with community groups and stakeholders;</li> <li>• reviewing the Parks database;</li> <li>• Annual Plan submissions; and</li> <li>• Reserve Management Plans.</li> </ul> <p>Council officers will liaise with the members of the Waitakere Community Board to discuss the proposals for their Ward.</p> <p>Projects recommended for funding will be selected through a process of site visits and discussion with Waitakere Community Board Members. The proposals can then be considered at a workshop prior to the 31 August 2010 meeting of</p>	Mandy McMullin ☎ 836 8000 Ext: 8792

	Issue	Comments	Reporting Council Officer
		<p>the Waitakere Community Board. A report and recommendations will be presented to the Waitakere Community Board on 31 August 2010.</p> <p>It is anticipated that the bulk of the construction work will be undertaken during September/October 2010 through existing Parks capital works contracts.</p>	
9.	<p>Waitakere City Council Election Signs Bylaw 2010 Officer's Report</p>	<p>The Waitakere City Council Election Signs (Bylaw) adopted by the Council on Wednesday, 30 June 2010, came into force on Thursday, 1 July 2010 and will expire on Sunday, 31 October 2010.</p> <p>The Bylaw has been publicly notified and is available on the Council website.</p> <p>Signs may be erected on Council owned land in Waitakere, other than on sites specifically prohibited, for a period of two months prior to Election Day on Saturday, 9 October 2010 (i.e. from Monday, 9 August 2010 to midnight on Friday, 8 October 2010).</p>	<p>Charlie Inggs ☎ 836 8000 Ext: 8854</p>
10.	<p>Repositioning of the obelisk in front of the Titirangi War Memorial Hall, Titirangi and to upgrade the Memorial walk from Titirangi Road, Titirangi through to Atkinson Road, Titirangi. Resolution No. 901/2010 Public Forum 6 July 2010</p>	<p>Titirangi War Memorial Hall Obelisk - Parks Assets do not have the funding in the 2010/2011 financial year to relocate the obelisk in front of the hall. The project will be added to the Waitakere Community Board's list of projects for consideration in the Community Board's Parks Minor Works project list at the September 2010 meeting of the Waitakere Community Board.</p> <p>Memorial Walk from Titirangi Road, Titirangi through to Atkinson Road, Titirangi - Parks Assets will continue to undertake maintenance works on the walk. However, Parks Assets do not have the funding in the 2010/2011 financial year to undertake an upgrade of the Titirangi War Memorial.</p>	<p>Andreas Lilley ☎ 836 8000 Ext: 8553</p>

COUNCIL REPORTS FOR INFORMATION ONLY		
Report Name	Committee	Attachment Pages
Draft Strategic Walking Plan for Waitakere	Policy and Strategy	Report and attachments will be made available in the Community Board lounge.
Project Twin Streams Community Governance: Future Governance Arrangements	Policy and Strategy	Report and attachments will be made available in the Community Board lounge.

REPORTS PENDING			
Subject	Date Requested	Report Due	Reporting Officer
Piha / Karekare And Huia / Cornwallis Local Water Plans	Resolution No. 1725/2004 7 September 2004 Environmental Management Committee	Further updates will be provided to the Community Board on the basis of requirement.	Tony Miguel ☎ 836 8000 Ext: 8294
Project Twin Streams Four Monthly Report	Resolution No. 1468/2005 3 August 2005 Last updated 1 June 2010	5 October 2010	Mark Abbot ☎ 836 8000 Ext: 8905

Report prepared by: Judith Moore, Committee Secretary.



10 **BEACH VALLEY ROAD / SEAVIEW ROAD INTERSECTION, PIHA – PEDESTRIAN SCHEME UPDATE**

**EXECUTIVE SUMMARY**

The purpose of this report is to seek approval from the Waitakere Community Board to leave the recently installed pedestrian scheme at the intersection of Beach Valley Road / Seaview Road, Piha as is until the Piha footpath project is agreed upon.

Council officers consulted with affected residents and have taken into consideration the best option for serving them and the community.

**RECOMMENDATIONS**

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Beach Valley Road / Seaview Road Intersection, Piha – Pedestrian Scheme Update.

2. **Agree** that no further remedial action be taken with regard to the Beach Valley Road / Seaview Road Intersection, Piha – Pedestrian Scheme until after the process for scoping the Piha pedestrian safety improvements project has been completed.

## BACKGROUND

1. In September 2009, local residents were consulted with proposed plans for pedestrian improvements on Beach Valley Road which were subsequently approved by the Waitakere Community Board in December 2009. This included a pedestrian scheme at the intersection of Beach Valley Road / Seaview Road which was at the suggestion of the Chairman of the Piha Residents and Ratepayers Association.
2. A hand rail was required at the intersection of Beach Valley Road / Seaview Road due to an adjacent steep slope. During construction several complaints were received on the basis of aesthetics and sightline restrictions, impracticability of the several new steps on the short steep section, and the issue of vehicles being driven over the new footpath area.
- A1 3. A site meeting was held on 8 July 2010 with the secretary of the Piha Residents and Ratepayers Association, and the Chairman of the Waitakere Community Board. It was agreed on site that the best course of action would be to leave the scheme as is until the Piha footpaths and pedestrian safety improvement project was agreed on. The Piha Residents and Ratepayers Association is suggesting an alternative pedestrian route for the corner (a copy is attached at page A1). If this proposal goes ahead then the viability of the recently installed scheme is questionable, and it could possibly even be removed.

## DECISION MAKING

### Issues

4. The Council has received several complaints regarding the pedestrian scheme recently installed at the intersection of Beach Valley Road / Seaview Road.
5. The hand rail marginally affects driver sightlines at the intersection, and it is mainly aesthetics of the one metre high structure which is of concern. The issue of vehicles being driven over the footpath area is able to be simply resolved by some kerb line improvements.
- A1 6. The location and photo of the pedestrian improvements on the corner of Beach Valley Road / Seaview Road is indicated on the diagram attached on page A1.
7. Council is currently working with the Community Board and the Piha Residents and Ratepayers Association to come up with a prioritisation for some footpath improvements at Piha. This scheme work and agreeing on the preferred option will be in September 2010. During this process a decision will be made on the recently constructed pedestrian footpath and hand rail at the intersection of Beach Valley Road / Seaview Road.

## STRATEGIC CONTEXT

8. Council's Transport Strategy provides the strategic context for this report. The vision is for public transport and communications systems that provide fast, effective services, and for City travel facilitated by integrated, environmentally-responsible and innovative design, with a focus on meeting the essential needs of all, for access, communication and safety.
9. Provision of appropriate pedestrian facilities is an essential part of providing access and safety for pedestrians.

## CONSULTATION

10. Consultation with internal staff, external agencies and Maori, was not required for this report.

## RESOURCES

11. If any remedial work is required, funding is available in the Piha footpaths and safety improvements and can be implemented under this budget in the Annual Plan 2010/2011.

## IMPLEMENTATION ISSUES

12. There are no implementation issues arising from this report.

## AUCKLAND COUNCIL TRANSITION ISSUES

13. The decision making proposed in this report is not constrained by section 31 of the Local Government (Tamaki Makaurau Reorganisation) Act 2009, as it does not directly or because of its consequences: significantly prejudice the reorganisation, significantly constrain the powers or capacity of the Auckland Council or any subsidiary of the Auckland Council following the reorganisation, or have a significant negative impact on the assets or liabilities that are transferred to the Auckland Council as a result of the reorganisation.

Report prepared by: Duncan Campbell, Senior Transport Engineer.



## 11 CREATIVE COMMUNITIES SCHEME ALLOCATION SUBCOMMITTEE - CHANGES TO MEMBERSHIP

### GLOSSARY

Creative Communities Scheme Allocation Subcommittee	(CCSAS)
Creative New Zealand	(CNZ)
Creative Communities Scheme	(CCS)
Creative Communities Administrator's Guide	(CCAG)

### EXECUTIVE SUMMARY

The purpose of this report is to request the Waitakere Community Board to appoint one person to represent all four Waitakere City Council Community Boards on the Creative Communities Scheme Allocation Subcommittee (CCSAS).

These changes are recommended to ensure the membership of the CCSAS is aligned with Creative New Zealand's (CNZ) newly released Creative Communities Administrator's Guide (CCAG) as to the membership and composition of committees administering Creative Communities Scheme (CCS) funding.

### RECOMMENDATIONS

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Creative Communities Scheme Allocation Subcommittee - Changes to Membership report.

2. **Agree** to appoint one Community Board representative to represent all four Waitakere City Council Community Boards on the Creative Communities Scheme Allocation Subcommittee.

## BACKGROUND

1. The CCS is a partnership between the Council and CNZ to disburse CCS funding. CNZ normally distributes funds to Council twice a year to allocate in the form of grants. In 2010/2011, CCS funding will be distributed in one round only, in August 2010, to allow for pending changes to Auckland's regional governance.
2. In Waitakere, Council distributes CCS funding by way of recommendations made by the CCSAS to its parent committee, the Finance and Operational Performance Committee. Currently the CCSAS membership and delegated authority is as provided in the Delegations to Committees. At present, membership comprises:
  - 1 Council-appointed member of the Finance and Operational Performance Committee, and one alternate;
  - 4 Community Board representatives nominated by each Community Board;
  - 2 professional artists nominated by the Lopdell House Society and Waitakere Arts and Cultural Development Trust respectively;
  - 1 member nominated by the Waitakere business sector;
  - 1 member nominated by the Titirangi Community Arts Council;
  - 1 member nominated by the Waitakere Central Community Arts Council;
  - 2 members nominated by Te Taumata Runanga; and
  - 1 member nominated by the Waitakere Pacific Board.
3. CNZ's preferred membership composition for committees such as the CCSAS who are responsible for disbursement of CCS funding, is clearly set out in the CCAG. Membership is to be made up of Elected Members and community members, ideally with a background in the arts and active in the local community. It should be composed of at least seven members and no more than 11 appointed or Elected Members for a specified term of not more than three years. The composition as approved by CNZ is as follows:
  - 1 Council representative;
  - 1 Community Board representative;
  - 1 member from each of the local iwi;
  - 1 member from the local Pacific Board;
  - 1 member from each of the two Community Arts Councils;
  - 1 member from each of the two local Arts trusts; and
  - 1 member from the local business sector.
4. A report was submitted to the Finance and Operations Committee, 12 July 2010, obtaining approval for changes in the CCSAS representation to be made to align with the CCAG. At that meeting:

*“The Finance and Operational Performance Committee resolved to:*

1. **Receive** the Creative Communities Scheme Allocation Subcommittee - Changes to Membership report.

2. *Agree that the number of Waitakere Councillors and Community Board Members on the Creative Communities Scheme Allocation Subcommittee be reduced to a maximum of two to align with Creative New Zealand's Creative Communities Administrator's Guide.*
3. *Agree to appoint rather than nominate new members to the Creative Communities Scheme Allocation Subcommittee.*
4. *Agree that it be recommended to the Council to change the Delegations to Committees for the Creative Communities Scheme Allocation Subcommittee to reflect resolutions 2 and 3 above for the appointment and number of members, to read as follows:*

**CREATIVE COMMUNITIES SCHEME ALLOCATION  
SUBCOMMITTEE**

*(A Subcommittee of the Finance and Operational Performance Committee)*

**FIELD OF ACTIVITY**

*Consideration and recommendation to the Finance and Operational Performance Committee of the allocation of funding from the Creative Communities Scheme. This subcommittee is established in accordance with Creative New Zealand's Creative Communities Administrator's Guide.*

**MEMBERSHIP**

*1 Member of the Finance and Operational Performance Committee appointed by the Council. An alternate may be appointed if the appointed representative is unavailable.*

*1 Member representing the Community Boards (1 person appointed collectively by all four Community Boards).*

*2 Members who are professional artists (1 person appointed by Lopdell House Society and 1 person appointed by the Waitakere Arts and Cultural Development Trust).*

*1 Member appointed by the Waitakere City business sector.*

*1 Member appointed by the Titirangi Community Arts Council.*

*1 Member appointed by the Waitakere Central Community Arts Council.*

*2 Members appointed by Te Taumata Runanga.*

*1 Member appointed by the Waitakere Pacific Board.*

**Quorum:** *5 Members, including at least 1 Councillor or Community Board representative.*

*The Subcommittee will elect its own Chairman.*

**DELEGATED POWERS**

*Responsibility to assess applications for funding in accordance with the Council's eligibility criteria, priorities for support and the Creative Community Scheme and to recommend funding allocations to the Finance and Operational Performance Committee for approval."*

## **DECISION MAKING**

### **Issues**

5. The current composition of the CCSAS does not comply with the criteria for membership laid down by CNZ as there are three more Elected Members represented on the CCSAS than recommended by CNZ.
6. To ensure Waitakere's practice of disbursing CCS funding complies with CNZ's CCAG it is recommended that Waitakere's four Community Boards appoint one Community Board representative to represent all four Community Boards. This amendment to current membership selection is to ensure that the CCSAS can be constituted in time for the August 2010 round of CCS funding distribution.
7. In order to manage the appointment of one representative for all four Community Boards, it is recommended that the Chairmen of the four Community Boards consult with each other ahead of the Community Board meetings and decide which Community Board Member is to be appointed to represent all the four Community Boards on the CCSAS.

## **STRATEGIC CONTEXT**

8. The allocation of CCS funding contributes to achieving strong communities, Toiora (healthy lifestyles) and in particular vibrant arts and culture community outcomes.
9. The allocation of CCS funding supports the Cultural Wellbeing Strategy by supporting access to arts and culture through grants and subsidies.
10. Council's Arts and Cultural Strategy (2002), now referred to as a 'Plan', also supports strong community arts outcomes.
11. The CCS is initiated and funded by CNZ as a support for grass-roots arts and cultural activities. It is allocated on a per-capita basis.

## **CONSULTATION**

12. CNZ has provided guidelines in the form of the CCAG for the preferred composition of bodies distributing CCS funding.
13. Council's Democracy Services staff was consulted in the preparation of this report.

## **RESOURCES**

14. There are no resources required other than staff time.

## **IMPLEMENTATION ISSUES**

15. The Chairmen of the four Community Boards will consult with each other ahead of the Community Board meetings and decide which Community Board Member is to be appointed to represent all the four Community Boards on the CCSAS.

## AUCKLAND COUNCIL TRANSITION ISSUES

16. The decision making proposed in this report is not constrained by section 31 of the Local Government (Tamaki Makaurau Reorganisation) Act 2009, as it does not directly or because of its consequences: significantly prejudice the reorganisation, significantly constrain the powers or capacity of the Auckland Council or any subsidiary of the Auckland Council following the reorganisation, or have a significant negative impact on the assets or liabilities that are transferred to the Auckland Council as a result of the reorganisation.

**Report prepared by:** Julie Nash, Community Arts Coordinator, Public Affairs.

