

**AGENDA FOR A MEETING OF THE LONG TERM COUNCIL COMMUNITY PLAN AND
ANNUAL PLAN SPECIAL COMMITTEE TO BE HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON TUESDAY,
19 APRIL 2005, COMMENCING AT 1.00 PM.**

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1 APOLOGIES



2 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 Committee by resolution so decides; 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 and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee 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.



3 CONFIRMATION OF MINUTES

Meeting Minutes - Tuesday, 22 February 2005
Reconvened - Friday, 25 February 2005
Reconvened - Monday, 28 February 2005
Reconvened - Tuesday, 1 March 2005
Reconvened - Wednesday, 2 March 2005

RECOMMENDATION

That the minutes of the Meeting of the Long Term Council Community Plan and Annual Plan Special Committee held on, Tuesday, 22 February 2005 and Reconvened on Friday, 25 February 2005, Monday, 28 February 2005, Tuesday, 1 March 2005 and Wednesday, 2 March 2005 as circulated, be taken as read and now be confirmed.



4 **COMMUNITY INTERACTION PLAN FOR THE LONG TERM COUNCIL COMMUNITY PLAN 2006/2016**

PURPOSE OF THE REPORT

This report provides a proposed Community Interaction Plan to support the development of the Long Term Council Community Plan 2006/2016 through engagement with stakeholders and communities.

BACKGROUND

During the draft Annual Plan deliberations in February 2005 the Committee was provided with an overview of the project plan for the development of the Long Term Council Community Plan 2006/2016. That report set out the parameters, principles and community interaction process for the 2006 Long Term Council Community Plan as well as work done to date, legislative requirements, roles of partners in the process, the project timeline and a proposed name - City Plan, for the 2006 Long Term Council Community Plan. The Committee passed the following resolutions:

“Long Term Council Community Plan 2006 Project Plan

1. *That the Long Term Council Community Plan 2006 Project Plan report be received.*
2. *That the Parameters for the development of the 2006/2016 Long Term Council Community Plan, as set out in the Agenda report, be adopted.*
3. *That a public document title for the 2006/2016 Long Term Council Community Plan be adopted.*
4. *That the 4-volume document structure for the 2006/2016 Long Term Council Community Plan be approved.*
5. *That the community interaction programme, to assist in the development of the 2006/2016 Long Term Council Community Plan, be presented to Council in March 2005.”*

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A Community Interaction Plan has now been developed for the Committees consideration.

STRATEGIC CONTEXT

Community interaction feedback will be used to develop community outcomes as a way of providing opportunities for discussion with communities taking into account the requirements of the Local Government Act 2002 that include:

- the social, economic, and cultural wellbeing of people and communities;
- the need to maintain and enhance the quality of the environment; and
- the reasonably foreseeable needs of future generations.

The community interaction will also provide the means for prioritising identified outcomes and activities within these wellbeing areas. Levels of service expectations also need to be consulted on; and then finally, consultation on the draft Long Term Council Community Plan.

The prioritised community outcomes provide the Council with community views on where the City should be focusing its attention and resources, in order to assist the Council with its decision making as well as in the preparation of a Long Term Council Community Plan which responds to the needs expressed in the community outcomes. Feedback on levels of Council service also have a direct bearing on the Activity Plans under preparation, which provide the foundation for the Long Term Council Community Plan. In order to achieve robust, representative feedback, particular attention has been paid to developing a Community Interaction Plan that targets particular groups within the community, as well as ensuring that Maori are involved.

ISSUES

Consultation

A1-A10

The Community Interaction Plan as attached at pages A1 to A10 covers consultation requirements for the Long Term Council Community Plan for the development of community outcomes and levels of service. Detailed planning of individual actions has not been included, but is in progress. The community interaction will not start with a blank slate; rather it will be based upon the community outcomes identified as part of the 2003 Long Term Council Community Plan and other feedback received to date as part of other consultation processes.

The Community Interaction Plan must enable the Council to deliver a Long Term Council Community Plan that:

1. Identifies a set of community outcomes - these may be similar to the 2003 community outcomes, or they may be modified.
2. Prioritises the community outcomes.
3. Identifies a set of indicators to monitor and report on the progress of the community outcomes.
4. Identifies levels of service around key service areas.

The Local Government Act 2002 requires the Council to undertake a special consultative procedure in order to adopt a Long Term Council Community Plan. The new Plan should specify any significant changes to current levels of service, transfer of ownership or control of strategic assets, construction, replacement or abandonment of any strategic assets, or any decision that affects the capacity of the Council, or the cost of any activity identified in the Plan.

The Council must make a draft of the Plan publicly available and it must contain a report from the Council's auditor on compliance with the disclosure requirements of the Local Government Act 2002, the quality of information provided, assumptions, forecast information and performance measurement.

Overview of the Community Interaction Plan

The following sections have been taken from the attached Community Interaction Plan.

Aim:

To undertake a Community Interaction Plan that engages communities of Waitakere to participate in developing prioritised community outcomes for the City, a way of measuring progress towards these outcomes, and an indication of what level of service communities are satisfied with for the Council's services.

Strategy:

Phase One - Development of 2006 Community Outcomes and Indicators

Analysis of preliminary data (2003 community outcomes and other feedback), workshops and meetings, mail outs, advertising, media relations and stakeholder meetings.

Phase Two - Refinement and Prioritisation of 2006 Community Outcomes and Indicators

Community and Stakeholder Panel, Drop-Ins/Road show, flyer in rates notice, survey, and Council's *Waitakere City News* newsletter centre spread, workshops and meetings.

Phase Three - Levels of Service Consultation and Document Production

Workshops, Council's *Waitakere City News* newsletter centre spread, event, media relations, draft document.

Phase Four - Consultation of Draft Long Term Council Community Plan and Final Document Production

Mail out, flyer in rates notice, media relations, advertising, submissions process, final document.

A full break-down of these phases is set out in the attached Community Interaction Plan.

Tools and Media:

- Workshops;
- Meetings;
- Drop-Ins/Road Show;
- Community and Stakeholder Panel;
- Event;
- Mail outs;
- Flyer;
- Print advertising;
- Survey;
- Local media: The Aucklander and the Western Leader;
- Council's website and the project website;
- Council's newsletter - *Waitakere City News*;
- Circulation of draft Long Term Council Community Plan and submissions process.

RESOURCES

Preliminary estimates suggest that around \$60,000 will be required for delivery of the attached Community Interaction Plan. This is subject to additional requirements or amendments requested by the Council. Staff resources are currently being aligned to this part of the Long Term Council Community Plan project.

CONCLUSION

The Community Interaction Plan that accompanies this report will enable the Council to meet its obligations under the Local Government Act 2002 for the process of identifying community outcomes. It provides for a participative consultation process that seeks to involve a wide variety of Waitakere residents and ratepayers.

The feedback generated by this consultation process will enable the development of prioritised community outcomes, a means for measuring progress on the achievement of those outcomes, and a feel for what levels of service the community is prepared to fund. This feedback provides information to assist the Council in its decision making, and in its preparation of a Long Term Council Community Plan that responds to the needs of the City as expressed through the community's community outcomes.

RECOMMENDATIONS

1. That the Community Interaction Plan for the Long Term Council Community Plan 2006/2016 report be received.
2. That the Community Interaction Plan be adopted.

Report prepared by: Annette Smithard, Strategic Plan Manager.

