



Waitakere City Council
Te Taiao o Waitakere

AMENDED NOTICE OF MEETING

CITY DEVELOPMENT COMMITTEE

I hereby give notice that a Meeting of the City Development Committee will be held on:-

REVISED DATE: Tuesday, 2 August 2005 **TIME:** 9.30 am

VENUE: Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City

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

27 July 2005

Owena Schuster
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8864

MEMBERSHIP:

Councillors	PA	Hulse (Chairperson)
	LA	Cooper (Deputy Chairperson)
	DQ	Battersby, JP
	PJ	Booth, OBE
	MFP	Chan, JP
	JM	Clews, QSO, JP
	RI	Clow
	AK	Corban, OBE, JP
	RP	Dallow, QPM, JP
	WW	Flaunty, QSM, JP
	DE	Gilmour
	JP	Lawley
	VS	Neeson, JP
	CA	Stone

Mayor RA Harvey, QSO, JP (ex officio)

(Quorum 5 members)

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(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 CITY DEVELOPMENT COMMITTEE TO BE HELD
IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON TUESDAY, 2 AUGUST 2005, COMMENCING AT 9.30 AM.**

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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 - Thursday, 7 July 2005

RECOMMENDATION

That the minutes of the Meeting of the City Development Committee held on Thursday, 7 July 2005, including the Public Excluded minutes, as circulated, be taken as read and now be confirmed.



4

PRESENTATIONS

A AUCKLAND REGIONAL TRANSPORT AUTHORITY - REGIONAL TRANSPORT PLANNING

Andrew Parsons, Richard Waddel, Alan Thompson and Fergus Gammie from the Auckland Regional Transport Authority will make a presentation to the City Development Committee on Auckland Regional Transport Authority's programme for developing the Auckland Land Transport Programme, the Auckland Transport Plan and related plans for the region. This presentation is for information purposes and to encourage an exchange of information. The Auckland Regional Transport Authority Board is seeking Waitakere City Council's views on its transport priorities.

B AUCKLAND REGIONAL COUNCIL - PROPOSED COASTAL OCCUPATION CHARGES

Greg Hill, Consultant acting for the Auckland Regional Council will make a presentation to the City Development Committee on Auckland Regional Council's proposed coastal occupation charges.

C WAITAKERE CITY HOCKEY TURF DEVELOPMENT STUDY - SCHOOL PRESENTATIONS

Henderson High School and Waitakere College have been identified as the two preferred sites for the development of an artificial hockey turf in Waitakere City. Representatives from Henderson High School and Waitakere College will present their proposals to the City Development Committee.



5 WAITAKERE CITY HOCKEY TURF DEVELOPMENT STUDY REPORT

PURPOSE OF THE REPORT

The purpose of the report is to allow representatives of the two schools (Henderson High School and Waitakere College) that have been identified in the Waitakere City Hockey Turf Development Study as preferred development sites, with an opportunity to present their proposals to the City Development Committee.

BACKGROUND

In October 2002 Auckland Hockey Association, the governing body for hockey in the Auckland region, completed a Facilities Strategy (the Strategy) in collaboration with Auckland City Council, Manakau City Council and Waitakere City Council. The Strategy was commissioned by Auckland Hockey Association to guide the development, provision and placement of artificial hockey turfs and related facilities in the wider Auckland region.

The Strategy identified that a new full-size artificial hockey turf was one of the top five medium term (2002/2007) priorities and that a central Henderson location was the preferred area for a turf. Following the completion of the Strategy, the City Development Committee passed the following resolution at its December 2002 meeting:

- “2. *That an investigation be undertaken that will research the appropriate site having regard to more even distribution of sports fields and facilities across the City, appropriate management structure and an estimate of costs and potential funding sources to develop an artificial hockey turf in Waitakere City.*”

3542/2002

Visitor Solutions Limited were contracted to establish the overall feasibility of developing a hockey turf. They were briefed to make recommendations about turf location and potential management structures ensuring Council had the necessary information to make an informed decision regarding the potential of an artificial turf in Waitakere City. The results of the study were presented to the City Development Committee in February 2005. The report identified Henderson High School and Waitakere College as the two preferred school sites. The Committee passed the following resolution:

- “2. *That Council officers enter into discussion with the owners of the preferred sites to access the level of interest and commitment towards the project.*”

48/2005

STRATEGIC CONTEXT

Leisure facilities and activities contribute to the wellbeing of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy and Revenue and Financing Policy guide the provision of facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently.

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided. To improve the wellbeing of the City's people and communities, the Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding and support of activity initiatives.

Through its Strategic Plan Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

The Parks Strategy supports the improved use, range and quality of sports facilities within the City.

ISSUES

In February 2005 Council officers meet with Auckland Hockey Association representatives to discuss the best approach for negotiations and to ensure both parties fully supported the proposed project. Meetings were set up with the two preferred school sites: Henderson High School and Waitakere College. Both site owners expressed interest in the proposed development.

Council officers visited the sites with a turf manufacturer to gain his professional opinion about the site. The initial investigation highlighted that both sites would be suitable for potential development and that there was very little difference between the two locations. Therefore Council's decision to develop a potential site will be largely related to differences in the operation and governance of the facility. The site owners were asked by Council officers to put together a proposal addressing why they believed their site was the most suitable for the development of an artificial hockey turf. They were asked to consider the following topics:

- Community need;
- Participation;
- Social benefits;
- Environmental benefits;
- Economic benefits;
- Community support;
- Capital development funding;
- Funding;
- Governance;
- Operational issues / maintenance;
- Future projects.

A1-A42 Their proposals are attached at pages A1 to A42.

A report outlining Council officers' review of the proposals will be presented at the September Committee meeting and the Committee will be requested to determine a preferred site. The purpose of this report is to provide the two schools with the opportunity to present their proposals to the Committee.

RESOURCES

No budget has been set aside for this project. Should the Committee wish to pursue the project it would need to be included in the Long Term Council Community Plan for 2006/2007.

CONCLUSION

Henderson High School and Waitakere College were identified as the two preferred sites for the development of a full wet astro turf in the Hockey Turf Feasibility Study. The Committee gave approval in February 2005 for Council officers to enter into negotiations with the site owners to discuss the proposed project further. Site owners were requested by Council officers to present proposals. Both site owners have been offered the opportunity to present to the Committee prior to the Committee selecting a preferred site. The Committee will be presented with the results of the evaluation of the proposals in September 2005 and requested to decide on a preferred site to pursue.

RECOMMENDATIONS

1. That the Waitakere City Hockey Turf Development Study Report be received.
2. That Council officers report back to the City Development Committee in September 2005 with the evaluations of the school proposals.

Report prepared by: Clare Dwyer: Leisure Projects and Contracts Administrator.

2004/2005 YOUTH EVENTS

PURPOSE OF THE REPORT

The purpose of this report is to inform the City Development Committee of recent Waitakere City youth events funded and/or facilitated by Leisure Services in the 2004/2005 financial year.

BACKGROUND

Consultation with youth continues to identify a strong need for the provision of youth events and activities throughout the City.

Consultation now occurs on a regular basis to ensure a constant flow of information is captured to identify new initiatives, and that current programmes and events are meeting youth needs and demand. Consultation is undertaken through several mediums, event and programme participant surveys, Annual Plan submissions, and on a regular basis with the Waitakere Secondary Schools Youth Council and Te Roopu Puawai O Waitakere.

Council continues to fund, facilitate and support a variety of youth events and programmes in Waitakere City. A Youth Partnerships/Criteria developed in 2003, provides an outline of the principle objectives for youth programmes/activities and the type of organisations that would qualify for funding from the Leisure Services Youth Programmes and Youth Events Budgets.

STRATEGIC CONTEXT

Through adoption of First Call for Children, Council has stated its commitment to proactively supporting children, young people and their families in Waitakere City, and as such, First Call for Children has been identified as one of the City's five priorities in the Long Term Council Community Plan.

Community and Leisure facilities and activities 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 community activities.

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

The Local Government Act defines one of the purposes of Local Government as being to promote the social, economic, environmental and cultural well being of communities, in the present and for the future.

ISSUES

A variety of youth events were funded, facilitated and supported by Leisure Services throughout the 2004/2005 financial year, with regular consultation undertaken to validate the demand for and success of the events and regular activity programmes.

Youth Events

Leisure Services in collaboration with other Council departments and external partnership organisations continue to develop and facilitate a variety of youth events in Waitakere City, some that are staged on an annual basis and others as one-off events.

The following youth events were funded and/or facilitated by Leisure Services in the 2004/2005 financial year:

Table 1 - Youth Events

Event	Date(s)	Location	Attendance
Events Staged			
Disco for Youth with Disabilities	20 August 2004	Kelston Community Centre	150
SummerSlamz 05	2 April 2005	Te Pai Skate Park	4,500
Jam Out West	7 May 2005	West Wave Recreation Centre	750
Disco for Youth with Disabilities	14 May 2005	Kelston Community Centre	120
Event Sponsorship			
Don Oliver Youth Sports Awards 2004	4 September 2004	Trusts Stadium	600 guests
Waitakere Outdoor Cinema Event	12 March 2005	Cranwell Park, Henderson	250
Waitakere Badminton - U14 & U16 National Championships	2 - 8 October 2005	Waitakere Badminton (Royal Heights)	TBA

Media and Promotions

Youth events staged in 2005 have received a high interest from both print and TV media, with a number of published feature articles and stories. A highlight was the screening of the 2005 Disco for Youth with Disabilities on TV One's Attitude programme on Sunday, 26 June 2005, and soon to be aired footage of SummerSlamz 05 on XSTV.

Radio advertising and sponsorship with The Edge was secured for both SummerSlamz 05 and Jam Out West, with high attendances at both those events reflecting the success of this promotional opportunity.

Other promotions include the distribution of colour posters and fliers to all Waitakere Secondary Schools, Community Centres, Libraries, shops in the Malls, and at other youth events and programmes where this opportunity is available.

RESOURCES

A sum of \$20,000 for Youth Events was allocated in the 2004/2005 Annual Plan, with the same allocation in the 2005/2006 Annual Plan to continue with the provision and funding support of youth events in Waitakere City.

In order to meet the growing demand for youth events and programmes, an additional staff member in Leisure for a Youth Events and Programmes position has been approved by Council in the 2005/2006 Annual Plan and will be advertised shortly.

CONCLUSION

Consultation with youth continues to identify a strong need to increase the provision of youth events and activities throughout the City.

A variety of youth events were funded, facilitated and supported by Leisure Services throughout the 2004/2005 financial year, with regular consultation undertaken to validate the demand for and success of the events and programmes.

All events were deemed a success, with SummerSlamz 05 and Disco for Youth with Disabilities events in particular receiving high media attention, including TV air-time.

The creation of a Youth Events and Programmes position in Leisure Services will ensure that youth events continue to grow and expand as more resources are applied.

RECOMMENDATION

That the 2004/2005 Youth Events report be received.

Report prepared by: Jo-Anne Inancsi, Leisure Planner: Leisure Services.



7 WEST AUCKLAND DISTRICT COUNCIL OF SOCIAL SERVICES - 2004/2005 ANNUAL REPORT AND 2005/2006 SERVICE PRIORITIES

PURPOSE OF THE REPORT

This purpose of this report is to present City Development Committee the 2004/2005 Annual Report of the West Auckland District Council of Social Services in accordance with the requirements of the current Funding and Service Agreement. It also seeks approval for the 2005/2006 service priorities to be included in the three-year agreement.

A43-A53

In accordance with reporting requirements the Annual Report is attached at pages A43 to A53. The report includes both formal reports against performance measures and commentary on activities.

The Manager of West Auckland District Council of Social Services, Lisa Howard-Smith, will be in attendance to answer questions. Council's representative on the West Auckland District Council of Social Services Executive is Councillor Penny Hulse.

BACKGROUND

West Auckland District Council of Social Services was one of the organisations approved for three year funding in the context of the Long Term Council Community Plan and Annual Plan decisions at the Special Council Meeting of 30 June 2003 where it was resolved:

"12. That the organisations listed in the agenda report dated 26 June 2003 be approved for three-year funding, subject to negotiation of appropriate service agreements, at the level of funding in the final Long Term Council Community Plan and Annual Plan 2003/2004."

1335/2003

In the Annual Plan 2004/2005, Council allocated an annual amount of \$60,000 in the context of a three-year Funding and Service Agreement. Service priorities and performance measures are to be negotiated on an annual basis.

The service priorities for 2004/2005 were based on the following resolution of the City Development Committee dated 6 September 2004:

- “2. *That the services as outlined in the report:*
- *Administration of the Waitakere Community Resource Centre;*
 - *Support for the Voluntary Sector;*
 - *Advocacy on behalf of Waitakere Social/Community Services;*
 - *Co-ordination of Voluntary Sector Input to the Wellbeing process;*
 - *New Migrant Services;*
- be approved for the 2003/2004 Service Agreement with West Auckland District Council of Social Services.”*

1650/2004

STRATEGIC CONTEXT

Central to Council's Eco-City vision is the aim of improving the level of wellbeing of residents. Council has taken a facilitative role brokering relationships between service providers and the community and encouraging communities to take greater responsibility for their own wellbeing issues. This role is a key element of Agenda 21 and has been developed through establishing a range of collaborative partnerships with government agencies and community networks.

Council's relationship with West Auckland District Council of Social Services serves to assist in responding to a number of commitments made under the Strong Communities Platform of the Long Term Council Community Plan for 2003/2006 eg. *“Help grow community leaders and capacity, and develop local solutions.”* In addition, the relationship serves to strengthen overall the community sector and its ability to engage in decision making with both Council and government agencies i.e. directly contributing to the Active Democracy Platform of the Long Term Council Community Plan.

ISSUES

Report on Service Priorities in 2004/2005

- **Administration of the Waitakere Community Resource Centre**

The Resource Centre remains a valuable asset for the voluntary, or third sector, as it is becoming known. Eight organisations, including West Auckland District Council of Social Services, maintain offices in the Centre; there are currently two organisations on a waiting list for office space. West Auckland District Council of Social Services itself has taken over more office space as it now employs the equivalent of 3.5 full time staff.

Meeting room use remains high but a lack of parking close to the Centre, accentuated by the Library development across the road, is affecting bookings; the target of at least 450 bookings per annum has, however, been exceeded. Council's current lease of the building is until October 2006 with a right of renewal for a further two years.

During the year West Auckland District Council of Social Services reconvened a community steering group to progress work on developing a preferred option to meet social/community service accommodation needs in Central Henderson. Resolutions from the City Development Committee in July 2005 approved Tui Glen as the future site for this centre. Planning is for a purpose built facility including eco-friendly systems in its construction and respecting the integrity of existing structures and surrounding parkland. West Auckland District Council of Social Services is engaging an architect to prepare a concept design and discussing funding options with major philanthropic organisations.

- **Support for the Voluntary Sector**

West Auckland District Council of Social Services membership stands at 102 current renewals from a database of 281. The newsletter is now circulated bi-monthly to everyone on the database, it has been maintained as an important medium for community groups to promote their services and raise topical issues. West Auckland District Council of Social Services also convenes a bi-monthly networking meeting, this is especially valuable for new workers in the community. The attendance at these meetings is in the 25 to 30 range.

The development of the West Auckland District Council of Social Services Community Website will further benefit community groups by improving access to resources and information.

West Auckland District Council of Social Services conducted a survey during the year to establish whether the organisation's work is supporting its vision of developing a strong dynamic and sustainable third sector in Waitakere City. Responses were positive and affirmed the current direction of the organisation.

West Auckland District Council of Social Services' role in capacity building within the community has been recognised through being contracted through Project Twin Streams to undertake a community brokering role.

West Auckland District Council of Social Services, together with staff from Leisure Services and the Workers Educational Association, organised a successful Funding Expo for community organisations during the year. Working together with WAVES and Waitakere Health Link, West Auckland District Council of Social Services organised a number of community forums on various topics; West Auckland District Council of Social Services was also involved in organising a successful series of seven training workshops on community development.

- **Advocacy on Behalf of Waitakere Social and Community Services**

West Auckland District Council of Social Services staff undertook a comprehensive review of the Community Wellbeing Network during the last financial year. A forum organised in December to present the findings of this review was poorly attended and was unable to mandate a future direction for the Network. A set of options have been developed that will be presented to a community forum on 27 July 2005: a critical issue is the mandating of third sector representation in the governance of the Wellbeing process.

- **Coordination of Voluntary Sector Input to the Wellbeing Process**

West Auckland District Council of Social Services personnel continue to make valuable contributions through their participation in the Wellbeing Collaboration Strategy Group and the associated 'Call to Action' work streams. The manager played an important role in the organisation of the Wellbeing Summit in 2004.

West Auckland District Council of Social Services has a major commitment to the Housing 'Call to Action', leading a Secure Home Tenure project and convening a Tenants Advocacy Service establishment group. In addition, West Auckland District Council of Social Services is a key participant in the Infotech 'Call to Action' focussing on addressing the third sector's information technology needs.

Representation and advocacy of the voluntary sector's views within the Wellbeing Collaboration process continues to be a significant commitment in the workload of the Manager. There are few community networks with the credibility and resourcing to effectively engage with government agencies and council in the current environment. There is a heavy reliance on West Auckland District Council of Social Services to effectively represent the community and voluntary sector's views.

- **New Migrant Services**

During the year the responsibility for administrative support for New Out West, the umbrella group for groups providing services to new migrants and refugees was transferred to Council. West Auckland District Council of Social Services continues to participate in New Out West.

Staffing

During the year West Auckland District Council of Social Services implemented changes in the management structure to reflect the changing needs of the organisation. There are currently 5 staff positions at West Auckland District Council of Social Services representing 3.5 full time equivalents; 2 positions, representing 1 full time equivalent, are servicing the Project Twin Stream contract.

Planning

West Auckland District Council of Social Services has a robust planning process in place with a 5 year strategic plan reviewed annually, complemented by an annual business plan. A copy of the Business Plan for 2005/2006 is included in additional material available for viewing in the Councillors' Lounge.

Funding from the Department of Internal Affairs is enabling West Auckland District Council of Social Services to undertake a comprehensive visioning exercise to explore the potential of becoming a community development foundation, further focussing its capacity building role in the third sector. Opportunities may arise from this process for Council and West Auckland District Council of Social Services together to consider a stronger partnership role in community development within the City.

Proposed Service Priorities for 2005/2006

The following service priorities for 2004/2005 to be included in the Funding and Service Agreement are submitted for the Committee's approval:

- **Administration of the Waitakere Community Resource Centre:** outputs would be similar to previous years and would include management of the development of the new community resource centre in Tui Glen.
- **Support for the Voluntary Sector: this would include:** ongoing publication of the newsletter, convening of regular forums and training opportunities and support for emerging groups and building the capacity of the sector. A particular aspect would be exploring the option of becoming a community development foundation.
- **Advocacy on behalf of Waitakere Social/Community Services:** this will cover leadership of the Community Wellbeing Network or its replacement.
- **Participation in the Wellbeing process and relevant 'Calls to Action':** this will continue to be a major time commitment involving ongoing participation in the Collaboration Strategy Group and associated 'Calls to Action.'

A54-A57

A copy of the Schedule 1 and 2 of the contract containing the detailed Performance Measures and targets are attached at pages A54 to A57.

RESOURCES

Council approved West Auckland District Council of Social Services for three-year funding for 2003/2006 subject to the negotiation of service priorities on an annual basis. The annual funding allocation approved is \$60,000.

CONCLUSION

The Annual Report of West Auckland District Council of Social Services for 2004/2005 is presented. West Auckland District Council of Social Services has continued to perform well in a changing and challenging environment for the third sector, the organisation has consolidated its management and governance structure in keeping with its growth and future focus.

West Auckland District Council of Social Services will continue to consolidate its capacity building role with the third sector and effectively represent, and advocate for, the sector within the Wellbeing process and other collaborative initiatives. West Auckland District Council of Social Services is exploring the potential of becoming a local community development foundation, a new concept for New Zealand.

The draft priorities for 2005/2006 are also presented for the Committee's comment and approval in the context of a three-year funding arrangement.

RECOMMENDATIONS

1. That the West Auckland District Council of Social Services - 2004/2005 Annual Report and 2005/2006 Service Priorities report be received.
2. That the services outlined in the report:
 - Administration of the Waitakere Community Resource Centre;
 - Support for the Voluntary Sector;
 - Advocacy on behalf of Waitakere Social/Community Services;
 - Participation in the Wellbeing process and relevant 'Calls to Action';

be approved by the City Development Committee for inclusion as priorities for 2005/2006 in the three-year funding agreement.

Report prepared by: Tony Rea, Community Partnerships Manager.



8 HENDERSON HERITAGE TRUST BUILDING RESTORATION PROJECT - ST MICHAEL'S CHURCH

PURPOSE OF THE REPORT

The purpose of this report is to seek the City Development Committee's approval for the sale of St Michael's Church and the provision of a land lease for such to the Henderson Heritage Trust at the Corban Estate.

BACKGROUND

Henderson Heritage Trust

The Henderson Heritage Trust was formed in September 1999 to focus on the restoration and preservation of historically significant projects in Henderson including the Falls Hotel, the Henderson Rail Station and St Michael's Church.

St Michael's Church

The former Corban Winery Estate Trust Board commissioned the move of the original St Michael's Church from its Great North Road site onto the Corban Estate in November 1997 and when the Trust ceased to exist the asset was handed to the Council with the conditions of the resource consent to implement. The resource consent's intention was to restore the building to a useful life within the estate. At that time the 'Old St Michael's Church Henderson Conservation Plan' was developed to assist the Council to restore the Church. At this stage there was no agreement on an overall future concept plan for the Estate and it was not considered prudent that any finances should be outlaid until such a plan was developed to ensure a viable future for the Church.

In 2002 the Henderson Heritage Trust showed an interest in restoring the building and several meetings were held between the Henderson Heritage Trust and Council staff to discuss a likely works programme. It was not until 2004 when the Council started to develop the Corban Estate Concept Plan that the Henderson Heritage Trust finally committed to the project. The concept plan provided confidence for the Henderson Heritage Trust to raise funds for the restoration and to know that the Church would have a viable life at the Estate.

The Henderson Heritage Trust are committed to restoring the church on the Corban Estate site as part of the estate concept plan but they need to own the building to acquire external funding for the restoration.

Memorandum of Understanding

Since March 2004 a sub-working group of the Henderson Heritage Trust and appropriate Council staff have been meeting regularly to form a Memorandum of Understanding and a relevant work programme for St Michael's Church. The Memorandum of Understanding was approved by the City Development Committee on 2 September 2004, the purpose of the Memorandum of Understanding being to provide the basis for an ongoing working relationship between Council and Henderson Heritage Trust to achieve the shared goals of both organisations in providing a quality part of the heritage precinct within the Corban Estate Arts Precinct in line with the overall Concept Plan for the estate. Through the development of the Memorandum of Understanding the Henderson Heritage Trust is committed to the restoration of the St Michael's Church on the Corban Estate.

Prior Committee Report

The City Development Committee at its meeting, 2 September 2004 resolved:

- "5. *That Council officers negotiate, and bring back to this Committee for approval, firm proposals for the sale of St Michael's Church to Henderson Heritage Trust, and the leasing of sites at Corban Estate to Henderson Heritage Trust for the location of the Church and the relocation of the Henderson Railway Station.*"

1666/2004

Henderson Heritage Rail Station

Since the City Development Committee meeting, 2 September 2004, the Henderson Heritage Rail Station will no longer be placed at the Corban Estate but will continue to stay within the existing rail station environment in central Henderson. This decision was made by an independent Commissioner and was a result of two hearings held in regard to the future location of the station during March and May 2005.

STRATEGIC CONTEXT

The two strategic Council projects, Waitakere Central and the Waitakere Library/Unitec development, currently under construction in Henderson, together, will catalyse the redevelopment of the Henderson Town Centre. They will provide a leading edge example of transit supportive development, increase street and pedestrian activity within the town centre and allow the western portion of Henderson to be opened up to integrate with the rest of the town centre. The future development of the Corban Estate as an arts and cultural precinct is essential for the provision of leisure and entertainment for the city and will be integrated with the Waitakere Central project to provide direct connections between the public transport and Henderson Town Centre.

Relocating the Church as indicated in the Corban Estate Concept Plan and facing the roadway will enable it to be a vital part of the existing heritage precinct. It will be used for weddings, exhibitions, drama and poetry events. It is in a pleasant environment adjacent to the tree glade and Opanuku Stream.

ISSUES

The building will be relocated by the Council by turning the Church 180 degrees and setting it back on the site by 7 metres from the road lane. The relocation will enable the church to fit with the Corban Estate Concept Plan and improve its road frontage presence. The Church then will be restored by the Henderson Heritage Trust within the next two years to a high standard in keeping with the 'Old St Michael's Church Henderson Conservation Plan' prepared by Dave Pearson Heritage Architect. Dave Pearson's services will be retained by the Henderson Heritage Trust throughout the building consent and restoration process. After completion of the restoration it is then likely that the Henderson Heritage Trust will develop a sub-lease agreement with the Waitakere Arts and Cultural Development Trust for the Waitakere Arts and Cultural Development Trust to undertake day to day management of the church at a community rate, to enable them to ensure the church is used by appropriate arts related functions and booking processes are streamlined. The maintenance and insurance of the building will be the responsibility of the Henderson Heritage Trust.

Sale of St Michael's Church and Land Lease Agreement

The proposed legal documents to enable the sale and relocation of St Michael's Church are available should any Elected Member wish to peruse them.

Key Points of the Lease and Sale Arrangement

- A Deed of Lease has been developed between the Henderson Heritage Trust and Waitakere City Council. This document contains the following schedule of items such as: payment of outgoings, restoration conditions, use and maintenance of the land, conditions re any future alterations and improvements, compliance with statutes, tenants indemnity, subletting, inspections and repairs, insurance matters and a process to deal with disputes and resolution and renewal of terms.
- Clause 5a of the 'Use and maintenance of the land' scheduled item states the following:
The Land and the Church will be used solely for such purposes as may be approved by the Landlord in writing from time to time such approval not to be arbitrarily or unnecessary withheld to a use which is generally compatible with the uses and activities of the Corban Estate Arts and Cultural Centre also located on the Estate.
- The Council's obligations are: to relocate the Church in line with the Corban Estate Concept Plan ready for restoration by the Henderson Heritage Trust, to grant to the Henderson Heritage Trust a land lease of 35 years at a peppercorn rental of \$1 per year for the Church site and to enable the Henderson Heritage Trust access to the site by workers to undertake the restoration process.

- The Henderson Heritage Trust's obligations are to purchase the Church from the Council at a peppercorn cost of \$1 and to complete the restoration within 2 years of the building relocation in accordance with the 'Old St Michaels Church Henderson Conservation Plan'. Restoration includes connection to all required services immediate landscaping and paving and to pay all related outgoings for services, maintenance and insurance.

Work Programme for the Relocation and Restoration of the St Michael's Church

July-August 2005	Resource and building consents for relocation and restoration
July 2005	Prepare tender documents for contractors.
August 2005	Approval of church sale and provision of land lease to Henderson Heritage Trust.
September 2005	Award tender for contractors.
October 2005	Relocate the church.
2005/2006	Henderson Heritage Trust to raise funding and undertake restoration of the building.

RESOURCES

The project management of the works programme and the physical relocation of St Michael's Church in line with the Corban Estate Concept Plan are being managed by the City Development section of the Quality Assurance Directorate.

The Council is financially responsible for the resource consents and relocation of the church to place the church in the location as indicated by the Corban Estate Concept Plan to enable restoration to be undertaken by the Henderson Heritage Trust. The budget for this portion of the project estimated to be \$20,000 is within the 2005/2006 Annual Plan.

CONCLUSION

The St Michael's Church has stood at the Corban Estate since 1997 awaiting restoration. The Henderson Heritage Trust desire to see the building highly respected, restored and have a high end community user. The Henderson Heritage Trust is keen to own the church, apply for financial resources from external funding agencies and restore the church within the context of the arts, cultural and heritage activity proposed for the estate. This project requires collaboration between the Henderson Heritage Trust and Waitakere City Council to commit resources to support the mutually agreed work programmes and achieve a high standard outcome for the community of Waitakere.

To enable the Henderson Heritage Trust to seek funding from external sources to restore the buildings they have to own the buildings and have a secure land lease. The Council has made a commitment to the Henderson Heritage Trust to enable this project to progress through prior committee resolutions. The purpose of this report is for the Council to provide this surety to the Henderson Heritage Trust by approving the sale and land lease agreement to enable the project to progress in line with the proposed work programme and concept plan for the overall estate. Council's Manager: Legal Services has reviewed and is satisfied with the attached agreements.

RECOMMENDATIONS

1. That the Henderson Heritage Trust Building Restoration Project - St Michael's Church report be received.
2. That the sale of St Michael's Church to the Henderson Heritage Trust be approved by the City Development Committee, and that authority be delegated to the Chief Executive Officer to execute the sale agreement.

3. That the provision of a land lease for St Michael's Church be approved by the City Development Committee, and that authority be delegated to the Chief Executive Officer to execute the agreement.
4. That officers report back to the City Development Committee before the end of 2005 on progress by the Henderson Heritage Trust in respect of the restoration work programme.

Report prepared by: Janet Hannan, Principal Advisor, Urban Development.



9 ONSITE WASTEWATER SYSTEMS LIAISON GROUP

PURPOSE OF THE REPORT

The purpose of this report is to recommend to the City Development Committee the establishment of an Onsite Wastewater Systems Liaison Group and to consider the nomination of a representative on to this group.

BACKGROUND

The Council has carried out consultation on the draft Assessment of Water and Sanitary Services which includes a description of services provided, an assessment of risks to the community, an assessment of quality and adequacy of services provided, a statement of current and estimated future demands for services, a statement of options available to meet current and future demands, a statement of Council's intended role and a statement of Council's proposals for meeting current and future demands.

As a result of the consultation process the Council has adopted the outcomes set out in Table 1 below.

Water supply	Reduce domestic water usage per person by 25% by 2025.
Wastewater	<ul style="list-style-type: none"> • A 50% reduction in wastewater overflows by 2025. • Consideration of targeted rates or wastewater charges based on 80% of water use. • Introduction of a Bylaw for the management of onsite wastewater systems and pilot projects to monitor and mitigate public health and environmental risks associated with onsite wastewater systems.
Stormwater	Reduce flooding and improve the quality of streams, lakes and harbours.
Solid Waste	Progress Council's Zero Waste strategy by 2015.
Cemeteries	Provide a new cemetery or extend Waikumete Cemetery by 2021.
Public Toilets	Complete the current 5 year programme and thereafter facilitate the provision of new public toilets.

Table 1 - Assessment of Water and Sanitary Services Outcomes

STRATEGIC CONTEXT

The efficient operation of onsite wastewater systems is fundamental to protecting public health and the environment in accordance with the Council's strategic direction.

ISSUES

The process for the Assessment of Water and Sanitary Services included a risk assessment on the performance of onsite wastewater systems Citywide.

The risk assessment identified the need for Council to take action and accordingly it was proposed that Council could provide a yearly inspection certificate for rural properties with septic tanks, at an estimated annual cost of \$50 per property. This issue raised a considerable level of debate from the community, including a public meeting of the Residents and Ratepayers Associations that was attended by Councillor Hulse and Community Board representatives.

Public Health and Environmental Risks

The investigation of onsite wastewater systems considered risk events presenting the highest overall risk in Waitakere City sub-communities in terms of on-site wastewater disposal, including the following:

- Failure of systems due to poor drainage;
- Failure of systems due to high groundwater levels;
- Failure of systems due to small and/or steep disposal area;
- Failure of systems due to old/unsuitable systems or poor design.

Overall relative risk for wastewater sub-communities assessed in the City are presented in Table 2 below.

Sub-communities in Waitakere City with the greatest potential risk associated with on-site wastewater disposal are Piha, Fosters Bay, Huia/Little Huia and Bethells/Te Henga. The high risk at these sub-communities is due to the potential impacts on water bodies used for contact recreation. The consequences of untreated wastewater entering these water bodies are considered to be catastrophic (major impact for large population), given the high usage of the water bodies for contact recreation.

Water bodies adjacent to these four communities have shown elevated concentrations of faecal indicator bacteria routine monitoring undertaken by Council.

There was less variation in relative public health risk associated with toilet facilities. Public toilet facilities with the greatest potential risk are Karekare, Cornwallis and Piha South Road Reserve.

Sub-Community	Total Risk Score
Piha	187
Fosters Bay	182
Huia/Little Huia	172
Bethells/Te Henga	148
Karekare	102
Whenuapai	98
Scenic Drive North	96
Waitakere	94

Sub-Community	Total Risk Score
Henderson Valley	90
Parau	88
Scenic Drive South	84
Waiatarua West	80
Cornwallis	79
Piha North	77
Scenic Drive Central	76
Oratia	74
Birdwood	74
Babich	74
Waiatarua East	74
Bendall's Lane	72
Carey Park	70

Table 2 - Onsite Wastewater Risks for Waitakere City Sub-communities

Community Feedback

The feedback from the community generally supported Council being more proactive in managing onsite wastewater systems, but opposed the proposed \$50 annual fee.

At the meeting held with the Residents and Ratepayers Associations, it was suggested that Council could establish an Onsite Wastewater Systems Liaison Group to work through with the Residents and Ratepayers Associations on effective ways to manage onsite wastewater systems. This would also link into work carried out by the Huia/Cornwallis and Piha/Karekare Local Water Agenda Groups.

This proposal is supported as it will provide an effective means of developing community understanding of the issues and working with Council to develop acceptable solutions.

The Terms of Reference for the Onsite Wastewater Systems Liaison Group is as follows:

- **Objective** - to assist Council in developing a Citywide work programme to address onsite wastewater system issues.
- **Time frame** - the Onsite Wastewater Systems Liaison Group will report back to Council by 28 February 2006 to enable Council to consider any recommendations in the 2006/2016 Long Term Council Community Plan.
- **Composition** - one representative each from the City Development Committee, the Waitakere Community Board, the Massey Community Board, iwi and all outer area Residents and Ratepayers Associations.

RESOURCES

Resources have been provided in the Annual Plan 2005/2006 for this programme.

CONCLUSION

Council needs to address their public health and environmental risks associated with onsite wastewater systems.

The establishment of an Onsite Wastewater Liaison Group will assist Council in developing a work programme to address these risks.

The City Development Committee is requested to nominate a representative for the Onsite Wastewater Systems Liaison Group.

RECOMMENDATIONS

1. That the Onsite Wastewater System Liaison Group report be received.
2. That the City Development Committee nominate a representative for the Onsite Wastewater Systems Liaison Group.

Report prepared by: Tony Miguel, Group Manager: Asset Management.



10 TRAVEL DEMAND MANAGEMENT PROJECT CHARTER

PURPOSE OF THE REPORT

The purpose of this report is to consider Transit New Zealand's Partnering Charter in respect of the Auckland Motorway Corridor Travel Demand Management Project.

BACKGROUND

Transit New Zealand provided a presentation to the City Development Committee meeting on 3 February 2005 regarding its Travel Demand Management programme.

Transit New Zealand is currently investigating provision of a number of measures on the Northwestern Motorway corridor aimed at managing demand. The investigation is primarily focused on traveller information systems and ramp metering. Transit New Zealand is also carrying out investigations on the Southern and Northern Motorways.

Implementation of the findings of the Southern motorway investigations is programmed to commence at the start of the 2006/2007 financial year.

Transit New Zealand has conducted workshops with participants in the region to establish an agreed vision and goals for the project. Transit New Zealand is seeking each participant's adoption of a partnering charter to assist with the investigation.

STRATEGIC CONTEXT

The Northwestern Motorway (State Highway 16) and the Upper Harbour Motorway (State Highway 18) carry significant volumes of vehicles through and to Waitakere City. Significant congestion at peak times is currently experienced along arterial connections to these motorways, particularly at Te Atatu Road, Lincoln Road and Hobsonville Road.

Traveller information systems and ramp metering are part of a broader travel demand management programme which is aimed at minimising the need to travel by vehicle where appropriate and providing choice of other modes and times of travel.

Waitakere City's general approach is to encourage a compact city form focussed on three sub-regional centres.

ISSUES

A58 Transit New Zealand has invited the Auckland Regional Council, Rodney District Council, Papakura District Council, Waitakere City Council, North Shore City Council, Auckland City Council, Franklin District Council, and Manukau City Council, Auckland Regional Transport Authority and Land Transport New Zealand to join with it in becoming participants in the project and sign the Partnering Charter, as attached at page A58.

The intention of the Partnering Charter is to encourage the participants of the investigations to work together in an open and honest manner to deliver on the vision and the goals of the project.

The project seeks to combine techniques such as ramp metering, motorist information systems and other travel demand management measures to enable the motorways and supporting arterials to function more effectively.

Transit New Zealand has advised that ramp metering is a technique which has been successfully used in many countries to achieve smoother, more reliable motorway flows. Recent experience in Minnesota has demonstrated a 10% increase in motorway throughput due to the introduction of ramp metering. By pass lanes can be constructed at on ramps so priority vehicles (such as emergency vehicles, buses, High Occupancy Vehicles and possibly freight) can be given priority access to the motorway.

Ramp metering may have impacts on the arterial network however and it is important that Transit work closely with Territorial Authorities in developing and implementing schemes.

Traveller information systems are also a well proven technique. There is some experience in Auckland already, through the Auckland Traffic Management System, with collecting appropriate data.

In view of the potential benefits of the project to the whole network, and of the need for Transit New Zealand's work to be closely integrated with the Territorial Authorities and other agencies, it is proposed that Waitakere City Council should become a party to the Partnering Charter.

RESOURCES

There are sufficient staff resources to participate in the investigation. Transit New Zealand has obtained funding for the investigation. Transit New Zealand officers have indicated that Transit New Zealand is seeking funding from Land Transport New Zealand for implementation of the entire project.

CONCLUSION

The Partnering Charter provides a common vision and goals which organisations in the region can work towards in relation to investigations of traveller information systems and ramp metering on Auckland motorway corridors.

RECOMMENDATIONS

1. That the Travel Demand Management Project Charter report be received.
2. That the Chief Executive Officer be delegated authority to execute Transit New Zealand's Auckland Motorway Corridor Travel Demand Management Project Partnering Charter on behalf of Waitakere City Council.

Report prepared by: Kevin Wright, Manager: Transport Strategy.



11 **WAITAKERE COMMUNITY LAW SERVICE**

PURPOSE OF THE REPORT

The purpose of this report is to inform the City Development Committee of the services that are being offered by the newly established Waitakere Community Law Service and to outline the process of its development.

BACKGROUND

Significant numbers of people in Waitakere have difficulty accessing legal services and for many years people working in the community have expressed a critical need for a community law centre in Waitakere City. Recently the Legal Services Agency made funding available to establish a new community law centre in Waitakere City to assist people with high unmet legal needs.

The model for service delivery was developed over a twelve month period by a working group comprising some of the key social service agencies, the legal profession, Auckland Law Centres and the Council. The group was convened and facilitated by a Council officer who has a background in law centre work and was previously a consultant to the Legal Services Agency on the development of new law centres.

The sources of information used to develop the service delivery model for the Waitakere Community Law Service included:

- Discussions with organisations and stakeholders in Waitakere on unmet legal needs;
- Overseas research on effective methods of community legal service provision;
- Information from other Community Law Centres in New Zealand;
- Local and national strategic objectives that promote community wellbeing;
- Legal Services Agency goals and objectives.

The level of support, both for the need for a community based legal service and the proposed service delivery model as it evolved, has been overwhelming. Many groups in the community have expressed a desire to make use of its services and become involved with its development.

STRATEGIC CONTEXT

There is considerable evidence showing that peoples' ability to access justice and resolve their legal difficulties has a direct impact on their wellbeing; this is particularly significant if those difficulties revolve around issues such as housing, employment, debt, family violence, benefit entitlement and education. The law service is focusing in the short term on increasing the availability of legal services to deal with these types of issues. The long term goal is to work towards more people in the community becoming informed and skilled enough to prevent legal problems arising in the first place or being exacerbated. The work of the law service is well aligned to many of Council's strategic commitments. It will promote the development of strong communities and assist less able residents to obtain rights and remedies that will improve their living situations.

ISSUES

Conceptual Framework

The service delivery model for the Waitakere Community Law Service is based on the conceptual framework of the Community Legal Services Partnerships model in the United Kingdom. It is a method of providing legal services that emphasises building collaborative partnerships between diverse groups of providers. It is a "strengths - based" approach that focuses on developing existing community legal services capacity and strategically filling the gaps with new services. One of the obvious advantages of this type of model is that it maximises the use of, and strategically targets, available resources. It also reflects the need to move beyond the deficit model of simply focusing on unmet needs and gaps to understanding and building on existing strengths. The Waitakere Community Law Service will bring new community legal services to the City and it will also strengthen the existing base of community legal service provision.

The service has an emphasis on integrated legal information and advice provision, better use of existing resources and more co-ordinated effort to tackle key social issues. The goal is to achieve good long term sustainable outcomes for groups with high unmet legal need and those organisations that support them. It is hoped that the establishment of a new community law service in Waitakere will make a real difference to the lives of people in the community who are most marginalised and excluded.

Service Delivery

In the first year the service is focusing particularly on increasing the number and range of legal skills and services available to the community.

Free legal advice and assistance services are being provided in the central office in Henderson and will also be provided in a range of other locations throughout the city. These services are staffed by the Law Service solicitor. In addition the Waitakere Community Law Service is establishing a number of regular legal advice clinics run by teams of trained and supervised law students. Clients are able to attend clinics or make an appointment to see the staff solicitor or phone for legal assistance.

In addition some specialist legal advice and assistance services catering to the needs of specific client groups are being offered in conjunction with social service providers such as Te Whanau O Waipareira, Man Alive, Age Concern and the New Zealand Council of Ethnic Social Services.

A variety of training and education programmes in different areas of law are being developed for people working in community organisations. These will be free and participants will be provided with written resources and ongoing backup support by the Waitakere Community Law Service where needed. A community law support phone line is also being established.

As the core services develop there will be an increasing emphasis on strategies and services that have a focus on prevention and empowerment. To this end the Waitakere Community Law Service will work to increase the legal literacy of the general population by running publicity campaigns on basic legal rights and providing legal education sessions in a variety of community settings. A team of law students are being trained to run legal education workshops for young people in schools and at training institutes.

Operational Structure and Funding

The Legal Services Agency has granted the Waitakere Community Law Service funding of \$250,000 for 2005/2006. It is expected that this will increase as the service grows. The Waitakere Community Law Service is an incorporated society and it is run by a large management committee representing many of the key stakeholders.

The service has leased and fitted out shop front premises in central Henderson which is the "face" of the service and provides a central venue for advice services. Outreach services will be developed in New Lynn and Massey as well as at a number of community settings throughout the city.

Funding has been provided for four staff in the first year which includes two solicitors, a co-ordinator and an administrator. The co-ordinator's role is to co-ordinate and facilitate the development of the service in the areas of community capacity building, network development, outreach services, training and support. The experienced lawyers will provide legal advice, assistance and representation at clinics and outreach services, oversee the work of the law student clinics, assist with and provide back up support for the community training and phone line.

The Waitakere Community Law Service has already commenced legal advice and assistance services and a full range of services will be available after the official opening and launch on 29 August 2005.

A59-A65

The strategic framework and associated aspects of service delivery are outlined in more detail in the Strategic Action Plan as attached at pages A59 to A65.

RESOURCES

Council resourcing for the Waitakere Community Law Service in the 2004/2005 Annual Plan has been the staff time involved in convening the working party, undertaking community consultation, developing the proposal, establishing the management committee, fitting out the premises and hiring the staff. No funding has been sought in the Annual Plan 2005/2006 but a small commitment of staff time during this period would substantially contribute to the successful establishment of the service.

CONCLUSION

The Legal Services Agency has approved funding for the establishment of a new community law centre in Waitakere City. Premises have been leased in Henderson and initial service delivery began in mid July 2005.

RECOMMENDATIONS

That the Waitakere Community Law Service report be received.

Report prepared by: Sue Dodds, Partnerships and Advocacy Leader, Children and Youth.



12 **ENTERPRISE WAITAKERE - 2005/2006 FINANCIAL YEAR FUNDING AND SERVICE AGREEMENT**

PURPOSE OF THE REPORT

The purpose of this report is to seek the Committee's approval of the recommended priorities for the 2005/2006 Funding and Service Agreement with Waitakere Trust Board trading as Enterprise Waitakere.

BACKGROUND

Enterprise Waitakere is a Council Controlled Organisation under the Local Government Act 2002. As such Enterprise Waitakere is required to develop and agree a Statement of Intent with Council. The Statement of Intent sets out the overall governance, objectives, performance measures and targets of Enterprise Waitakere for Council as the shareholder. The Statement of Intent must not be inconsistent with the organisation's constitution as set out in the Deed of Trust. Similarly the contract for services should be consistent with both of these key documents and the Council's own strategic direction. The objectives of the Trust are closely aligned with the Council's sustainability and community and economic development objectives. Enterprise Waitakere has adopted the following objectives in its 2005/2006 Statement of Intent:

- Promote Waitakere as an attractive business location.
- Partner Council and Waitakere Properties Limited to realise the economic opportunities presented by major projects.
- Support the establishment and growth of Small to Medium Enterprise's focusing in particular on high added value industries.
- Focus on the skill needs of employers and initiate actions to help meet those needs.
- Advocate the needs of the Waitakere economy.

In 2003/2004 a three-year contract for services was entered into with Enterprise Waitakere. This governs the contractual and financing relationship between the two organisations and is additional to the Statement of Intent. This three year funding model is designed to apply to those organisations with which Council has a long-term or core funding relationship, of which Enterprise is one. It provides greater stability for the organisation, enables more strategic and long-term focused planning, decreased compliance costs and promotes a strengthened relationship. Each year this agreement requires actions and performance measures to be agreed and set out in a schedule to the contract. The amount under contract with Enterprise Waitakere for the 2005/2006 financial year is \$550,000.

A66 The contract provides more detail of both services and performance measures. Its key strength is to set out the services negotiated between the two organisations, which are specific to this City and outside those generally funded by national entities such as New Zealand Trade and Enterprise for the provision of generic business services. Attached at page A66 provides an overview of entire activities of Enterprise Waitakere outlining the products delivered in each programme area and associated key funding agencies.

The recommended priorities set out in this report do not preclude additional activities being identified with Enterprise Waitakere as part of its overall economic development role throughout the course of the year. Similarly, the three year contract for core services does not preclude the Council entering into additional contracts with Enterprise Waitakere for specific services.

STRATEGIC CONTEXT

A strong innovative economy is one of the Council's nine strategic platforms. The Economic Development Strategy provides additional detail on the strategic and implementation directions for sustainable economic development in the City. Enterprise Waitakere is the primary delivery mechanism for economic development initiatives and services, and alongside Council it has one of the key facilitation and advocacy roles on behalf of the City and its businesses.

Key programmes of Enterprise Waitakere include providing advice to local businesses and employment training schemes. The main sources of income that Enterprise Waitakere draws upon are the Council and the New Zealand Government via programmes such as those administered by New Zealand Trade and Enterprise (for example Enterprise Training).

ISSUES

The service contract with Enterprise Waitakere provides the opportunity for Council to further influence the actions of the organisation and to align these actions with Council's own sustainable economic development priorities. In order to inform the identification of priorities for directing activities under the service contract Councillors or the Board of Trustees were offered an informal discussion on economic development directions of Enterprise Waitakere on 30 June 2005. Topics covered at that meeting were wide ranging and included an overview of economic development in Waitakere and Enterprise Waitakere's programmes and provided an opportunity for an exchange of experience and knowledge. This resulted in the identification of a number of strategic priorities and areas for further discussion. Generally the importance of strong strategic alliances and the programming of joint effort between the two organizations to overcome the current constraints on local economic development was reiterated.

The outcomes of this discussion have informed the priorities recommended below and are being used to guide negotiations with Enterprise Waitakere, so as to lever the contract to Council's stated priorities while ensuring fundamental business support services are maintained.

Priorities in 2005/2006

The recommended priorities for the 2005/2006 Funding and Service Agreement with Waitakere Enterprise Trust Board trading as Enterprise Waitakere are listed below:

Advocacy and Strategic Alliances can you put the actual figures in for each of these priorities - not possible to do at this stage - would be a mere academic exercise.

- To develop and implement a joint Council and Enterprise Waitakere advocacy and alliances plan relating to issues of strategic importance to the City.

Work with Key Groups	Issues of Importance
Auckland Regional Council and Local Authorities of the Region <ul style="list-style-type: none"> • To influence regional decision making that significantly impacts Waitakere's ability to progress its sustainable development principles. 	Metropolitan Urban Limit, Growth principles, Tourism (particularly in relation to infrastructure development).
Licensing Trusts <ul style="list-style-type: none"> • To identify the opportunities in working with the Trust to progress joint objectives. 	Targeting resources (particularly in relation to issues affecting economic prosperity such as education).

Work with Key Groups	Issues of Importance
Transit and Auckland Regional Transport Authority <ul style="list-style-type: none">To secure the necessary transport infrastructure is in place to enable Waitakere to prosper.	State Highways 20 and 18 Whau River crossing.

Education and Training

- To work with local education providers, such as Unitec, to ensure Waitakere City training and education providers are responsive to local needs and provide timely and effective training.
- To provide programmes to ensure the current workforce has the skills and capacity to participate and meet the needs of a dynamic and innovative local labour market.

Input to Business Location Strategies

- To work with Council and local businesses to develop a Waitakere City business location strategy and to influence the direction of the regional business location strategy to ensure sustainable outcomes and to meet the needs of the City's residents.

Town Centres

- To ensure that public investment in town centres translates into commercial results by supporting Council's programme and working with local business and business organizations.

Sector Support

- Named sectors are supported through clustering tools to foster local industries and support sustainable economic development in Waitakere. Further work is carried out in conjunction with Council to identify which sectors should be supported to assess the role and potential of sectors such as health, manufacturing and design, and existing clusters such as tourism.

Investment and Marketing

- Waitakere's niche within and contribution to the Auckland region is well known by businesses and economic development organizations alike. Potential investors are supported to invest in Waitakere.

Sister Cities

- To work with Council to identify the potential economic development outcomes associated with sister city relationships, target those relationships and work with local businesses to leverage economic development outcomes. This was seen as likely to involve "new" sister city relationships.

A review of sister city relationships and priorities is currently being undertaken. This will include economic development opportunities and initiatives.

Support and Develop Programmes to Enable Waitakere's Communities to Grow and Prosper

- To support the Pacific Island community in levering off activities at Corban Estate to build economic prosperity.
- Work with the Waitakere Ethnic Board to identify opportunities to lever local cultural diversity in support of sustainable economic development outcomes.

Maori Economic Development

- Work with Maori and Council to support local community economic development initiatives such as eco-tourism, engaging in the commercial creative sector and enhancing skill development and participation in the transport sector.

Waitakere Economic Development Strategy

- To contribute to the implementation of the Waitakere Economic Development Strategy.

Generally the activities of Enterprise Waitakere are well placed to secure additional external resources to the City from government and regional sources, such as New Zealand Trade and Enterprise, to deliver initiatives and programmes. The ability to resource local initiatives, over-and-above the Council's contribution, and those services that could be provided on a user pays basis is one of the key outcomes of the Funding and Service Agreement. As in previous years it is proposed that one of the key measures in 2005/2006 is the amount of central government investment and other funding that Enterprise Waitakere secures.

Enterprise Waitakere has already indicated the preferred 2005/2006 budget headings under which Council's investment will be assigned in relation to the recommended strategic priorities for this funding.

Budget Head	Amount
Corporate Services (Advocacy)	\$137,500
Industry Development	\$240,000
Business Awards	\$ 45,000
Investment Attraction	\$127,500
Total	\$550,000

The strategic priorities outlined above have been developed through informal discussions with Enterprise Waitakere. The Enterprise Board will also need to formally endorse the priorities; this is scheduled to occur at the 28 July 2005 Board meeting.

RESOURCES

A total of \$550,000 has been allocated in the 2005/2006 Annual Plan for core economic development services under contract with Enterprise Waitakere.

Under the terms of the contract funds are to be paid quarterly in advance, and the performance for each quarter reported to the Finance and Operational Performance Committee.

The Council's contribution under the core funding and service agreement enables Enterprise Waitakere to lever additional resources from government and other sources to benefit the City's residents and businesses. This is important 'match-funding', which ensures a wider range of business development programmes are provided in Waitakere.

The Council's funding forms approximately 25% of the organisation's projected revenue for the 2005/2006 year.

CONCLUSION

Draft strategic priorities for the Council's Service Contract with Enterprise Waitakere have been identified as a result of discussion between Councillors and members of the Enterprise Waitakere Trust Board. These priorities place further emphasis on the strategic alliance between the two organisations focused on overcoming constraints to the economic development prospects of Waitakere City.

The detailed funding and service agreement schedule outlining the agreed objectives, actions and associated performance measures will be finalised with Enterprise Waitakere upon the Committee's approval of the priorities outlined in this report. This schedule will form the basis of performance monitoring reporting to the Finance and Operational Performance Committee over the 2005/2006 financial year.

RECOMMENDATIONS

1. That the Enterprise Waitakere - 2005/2006 Financial Year Funding and Service Agreement report be received.
2. That the priorities listed below for the 2005/2006 Funding and Service Agreement with Waitakere Enterprise Trust Board trading as Enterprise Waitakere be approved:
 - Advocacy and Strategic Alliances;
 - Education;
 - Input to Business Location Strategies;
 - Town Centres;
 - Sector Support;
 - Investment and Marketing;
 - Sister Cities;
 - Maori Economic Development;
 - Support and Develop Programmes to enable Waitakere's Pacific and other ethnic communities to grow and prosper;
 - Waitakere Economic Development Strategy.

Report prepared by: Tony Rea, Community Partnerships Manager.



URBAN DESIGN ACTION CHARTER

PURPOSE OF THE REPORT

The purpose of this report is to establish an Urban Design Action Plan in accordance with the Council's commitments as a signatory of the New Zealand Urban Design Protocol (the Protocol) and that the Chair of the City Development Committee be delegated authority to sign off the final version of the Urban Design Action Plan.

BACKGROUND

The Protocol is a national cross-sector commitment to achieving good urban design, with a linked programme of actions to give it effect. It is aimed at those sectors involved in urban design and development, specifically Central Government, Local Government, developers and investors, professional bodies, and educational institutes. Waitakere City Council was a foundation signatory of the Protocol.

Signatories of the Protocol commit to formulate an Urban Design Action Plan by 8 September 2005, and then report on it annually. The Urban Design Action Plan should lead to a series of actions that will result in practical outcomes and positive change in the design of cities. At the City Development Committee meeting dated 5 May 2005, it was resolved:

- “4. *That a 2 hour workshop be arranged for Council to discuss where the focus should be in the development of the Action Plan required by the Urban Design Protocol.*”

755/2005

A workshop was arranged for 20 July 2005. The workshop was subsequently postponed in favour of a feedback session after the delegation of Councillors returns from the Australasian Congress for the New Urbanism in early August 2005.

STRATEGIC CONTEXT

Waitakere City Council has been pursuing a programme since the early nineties that in many ways has been a forerunner to the urban design vision and principles set out in the Protocol. Through the town centres revitalisation programme, the commitment to a compact City strategy, the ground-breaking District Plan, the leadership role in the development of the Regional Growth Strategy, and more recently the Growth and Transport Integration Programme, Council has worked to achieve a greater level of sustainability in its built urban form.

The Protocol reflects many of the efforts already being undertaken within the City, and is an important strategic step in securing nationwide uptake of these ideas.

ISSUES

An 'Action Pack' developed by the Ministry of the Environment as part of the Protocol provides examples of possible actions an organisation might take. The ideas are grouped in categories, including:

- planning futures
- making decisions
- being a good client
- integrating management
- developing strategy and policy
- building capacity
- exchanging information and research
- championing urban design and raising awareness.

A67-A72

The tables of possible actions are attached at pages A67 to A72 follow this categorisation. Waitakere City Council has already taken many of the specific actions suggested in the Action Pack. Formalising the commitment in an Urban Design Action Plan will usefully organise these efforts as well as identifying further mechanisms to improve urban design outcomes for the City.

The Committee is encouraged to suggest amendments or additions to the suggested actions. Representatives of Te Taumata Runanga will also be consulted in accordance with the meeting of Te Taumata Runanga dated 13 September 2004, where it was resolved:

- “2. That Council’s submission to the draft Protocol should highlight specific issues from the Maori perspective to be in the final document.
3. That Council ensure iwi consultation in preparation of their action plan.”

1774/2004

As the Committee will not meet again before the 8 September 2005 deadline for finalising an Urban Design Action Plan, it is suggested that the post-Congress feedback session be used to fine-tune any particular issues, and that the Chair of the City Development Committee be delegated authority for signing the final version.

RESOURCES

Preparation of the Urban Design Action Plan fits within existing work programmes and budgets. Most of the likely actions to be identified are also programmed or can be accommodated within budgets. Any proposed actions that would require additional resources will be reported back to the Committee before being added to the Urban Design Action Plan.

CONCLUSION

The Protocol aligns with Waitakere City Council’s commitment to creating quality urban environments. Developing an Urban Design Action Plan under the auspices of the Protocol will help to coordinate and advance Council’s urban design-related programme of work.

RECOMMENDATIONS

1. That the Urban Design Action Plan report be received.
2. That the draft, as attached at pages A67 to A72 be endorsed as a basis for the establishment of the Council’s Urban Design Action Plan.
3. That the Chairperson of the City Development Committee be delegated the authority to sign off on the final version of the Urban Design Action Plan by 8 September 2005.

A67-A72

Report prepared by: John Mackay, Urban Design and Development Manager.



REPORT FROM THE SUBCOMMITTEE

14 PROJECTS SPECIAL COMMITTEE

**THE SPECIAL COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING
HELD ON WEDNESDAY, 6 JULY 2005**

MATTERS CONSIDERED

A73-A76
C1

The Special 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 A73 to A76 and as set out at page C1 in the Confidential Supplement.

The Special Committee Recommends:

That the Meeting report of the Projects Special Committee held on Wednesday, 6 July 2005 be received.

RP Dallow, QPM, JP
CHAIRPERSON

