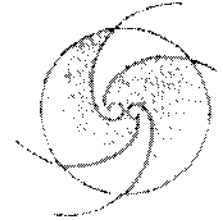




A48

# COMMUNITY PARTNERSHIP AGREEMENT



## WAITAKERE ETHNIC BOARD and WAITAKERE CITY COUNCIL

### 1. PARTIES

#### (A) Waitakere Ethnic Board Incorporated ("WEB")

WEB's official headquarters is the Council's Civic Precinct

WEB's registered office is at Waitakere Community Resource Centre, c/o West Auckland District Council of Social Services, 8 Ratanui Street, Henderson, Waitakere City.

#### (B) Waitakere City Council ("Council")

Council's contact person is the Partnership & Advocacy Leader, New Migrants

Strategy & Development Director, Waitakere City Council, 6 Waikaraka Ave., Henderson

### 2. PURPOSE OF THIS AGREEMENT

This document is the formal agreement between the parties to work together to achieve the common goals set out in Clause 3.

### 3. BACKGROUND INFORMATION

New Out West was launched in May 2003 in response to the Waitangi Commitment Strategy's Call to Action for migrants and refugees. The WEB was established on 20 September 2003 with the mandate of ethnic community leaders as an outcome of New Out West's Democracy Project. WEB's constitution (as amended from time to time) will be appended to the agreement.

The WEB is an ethnic community driven body by the desire to participate more actively in New Zealand society and enhance its processes. Facilitating settlement and providing a platform for advocacy for a growing sector of the Waitakere community.

The WEB is a representative advisory body taking a pro-active, strategic and collaborative approach to progressing outcomes for its members and giving the ethnic community a voice into local government.

The Council has made a commitment in its Long Term Council Community Plan (LCCP) to have a pro-active and responsible relationship with ethnic communities in place and has recognised the WEB as the body representing the City's ethnic communities.

### 4. OBJECTIVES

The objectives of the relationship between the WEB and the Council are:

1. A commitment to working together to achieve local cohesion and strong integrated communities in Waitakere City;
2. The inclusion of ethnic perspectives in Council's policy development, service delivery and decision making;
3. To achieve an appropriate level of representation of ethnic communities and reflection of their interests in the Long Term Council Community Plan (LCCP);
4. To provide a forum for mutual learning about (i) the functions, roles, responsibilities and activities of local and central government and (ii) the issues, concerns, needs and aspirations of the city's ethnic communities;
5. To develop and implement a shared work programme together.

### 5. PARTNERSHIP PRINCIPLES

The parties acknowledge a commitment to the concept of partnering and agree to adhere to the following partnership principles:

- (a) act towards each other honestly and in good faith;
- (b) communicate openly and in a timely manner;
- (c) work in a co-operative and constructive manner with respect, goodwill, trust and integrity towards the other party;
- (d) engage each other's responsibilities to their stakeholders and the autonomy and independence of each party;
- (e) encourage quality and innovation to improve results for the community;
- (f) acknowledge that diversity is a strength and promote an inclusive approach.

### 6. COMMON GOALS

- (a) Social inclusion - acceptance and full participation and acknowledgement of diversity;
- (b) For Waitakere City to become the city of choice to best meet its needs and new settler communities.

(c) Proactive and timely communication and sharing of information in relation to current and future needs.

(d) Encouraging and promoting activities that foster greater understanding.

### 7. CONTRIBUTION OF EACH PARTY

#### (A) Waitakere Ethnic Board

- "in kind" contribution of ethnic community volunteers and community leaders time to working pro-actively with Council staff and ethnic groups and community organisations, to facilitate the settlement and integration of new settler communities.

Work with the Council to develop an annual shared work programme.

- Support capacity building and community development of ethnic communities and the identification and development of community leaders.

- Attend monthly Executive Committee and Membership meetings and provide regular feedback and advice to the Council on issues and needs.

#### (B) Waitakere City Council

Work with WEB to develop and implement an annual shared work programme.

- Engage with the WEB when developing Council's strategic plans, policies and services.

Assist the WEB to raise about and address Council services, and other concerns and activities.

Council staff via Strategic Partnership & Advocacy Leader, New Migrants to promote involvement and consultation with ethnic groups in Council services and assist WEB to address their objectives. Issues relating to the commitment of resources (financial or otherwise) will be set out in an appendix to the Agreement which will be reviewed on a three yearly basis.

- Limited funding through the Annual Budget to ethnic community engagement through the Waitakere Ethnic Board which will be reviewed on an annual basis.

- Regular meetings and reports.

DATED THIS 17<sup>th</sup> DAY OF DECEMBER 2005

WAITAKERE ETHNIC BOARD

President

Secretary

WAITAKERE CITY COUNCIL

Council's WEB representative

City Council

# WAITAKERE CITY COUNCIL AND WAITAKERE ETHNIC BOARD SHARED WORK PROGRAMME 2005-2006

ISSUE	ACTION	BY WHEN
<b>FUNDING</b>	<ul style="list-style-type: none"> <li>• Confirm \$40,000 funding in Council's Annual Budget</li> </ul>	6 July 2006
	<ul style="list-style-type: none"> <li>• Prepare budget for this amount</li> </ul>	31 July 2006
	<ul style="list-style-type: none"> <li>• Establish transfer of funding arrangements</li> </ul>	31 July
<b>DEMOCRACY</b>	<ul style="list-style-type: none"> <li>• Ongoing secretarial support for monthly WEB Executive Committee meetings</li> </ul>	Ongoing
	<ul style="list-style-type: none"> <li>• Scope project to increase participation of ethnic communities in local body elections</li> </ul>	31 July 2006
	<ul style="list-style-type: none"> <li>• Develop and implement project to increase participation of ethnic communities in local body elections</li> </ul>	30 December 2006
<b>LEADERSHIP CAPACITY BUILDING- EXECUTIVE</b>	<ul style="list-style-type: none"> <li>• Prepare a post AGM Induction process</li> </ul>	Proposal by 1 September 2006
	<ul style="list-style-type: none"> <li>• Induction course for new Executive Committee members</li> </ul>	28 February 2007
<b>LEADERSHIP CAPACITY BUILDING- COMMUNITIES</b>	<ul style="list-style-type: none"> <li>• Organise a workshop on the Treaty of Waitangi</li> </ul>	30 August 2006
	<ul style="list-style-type: none"> <li>• Finalise Shared Work Programme</li> </ul>	31 July 2006
<b>STRATEGIC &amp; ANNUAL PLANNING</b>	<ul style="list-style-type: none"> <li>• Prepare submissions to Council Annual Plan and LTCCP</li> </ul>	31 May 2006
	<ul style="list-style-type: none"> <li>• Identify respective partners' priorities for engagement</li> </ul>	31 May 2006
	<ul style="list-style-type: none"> <li>• Convene a workshop between Councillors and the WEB Executive</li> </ul>	30 June 2006
	<ul style="list-style-type: none"> <li>• Facilitate a meeting between the WEB Executive, Te Taumata Runanga and the Pacific Island Advisory Board</li> </ul>	30 September 2006

ISSUE	ACTION	BY WHEN
<b>COMMUNICATION STRATEGY</b>	<ul style="list-style-type: none"> <li>Prepare articles for Waitakere City News, and other organisations newsletters</li> <li>Ensure updated WEB brochure is included with Citizenship ceremony packs</li> <li>Executive Committee Members to attend Citizenship ceremonies</li> <li>Plan and organise monthly members/ network meetings</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing as scheduled</p>
<b>MEMBERSHIP MEETINGS AND RECRUITMENT</b>	<ul style="list-style-type: none"> <li>Complete an "ethnic organisations" database</li> <li>Develop a plan for contacting non-member ethnic organisations: who, which group, by when</li> <li>Develop a calendar of WEB meetings, organisation visits</li> </ul>	<p>31 May 2006</p> <p>July 2006 Executive Committee meeting</p> <p>July 2006 Executive Committee meeting</p>
<b>EVENTS</b>	<ul style="list-style-type: none"> <li>Develop a calendar of Ethnic festivals</li> <li>Prepare a plan to mark Race Relations Day 2007</li> <li>Set up a project team for Race Relations Day 2007 celebration</li> <li>Prepare a plan to mark Diwali 2006</li> </ul>	<p>30 June 2006</p> <p>July 2006 Executive Committee meeting</p> <p>November 2006 Executive Committee meeting</p> <p>May 2006 Executive Committee meeting</p>
<b>EVENTS cont.</b>	<ul style="list-style-type: none"> <li>Set up a project team for Diwali 2006 celebration</li> </ul>	<p>June 2006 Executive Committee meeting</p>
<b>WEB AGM</b>	<ul style="list-style-type: none"> <li>Prepare a plan for the 2005 AGM</li> </ul>	<p>August 2006 Executive Committee meeting</p>
	<ul style="list-style-type: none"> <li>Organise and publicise the AGM</li> </ul>	<p>September 2006 Executive Committee meeting</p>

**MINUTES OF A MEETING OF THE ARTS, EVENTS AND CULTURE SPECIAL COMMITTEE  
HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,  
ON WEDNESDAY, 10 MAY 2006, COMMENCING AT 9.35 AM.**

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**PRESENT:** Councillors JP Lawley (Chairperson)  
DE Gilmour (Deputy Chairperson) (until 9.53 am)  
RI Clow  
LA Cooper  
AK Corban, OBE, JP  
VS Neeson, JP (until 11.15 am)

Deputy Mayor CA Stone (ex officio) (from 9.56 am)

**OBSERVERS:** EAG Grimmer, MNZM (Chairperson, Henderson Community Board)

**IN ATTENDANCE:** Director: Public Affairs  
Director: Quality Assurance  
Group Manager: City Development  
Manager: Arts  
Project Manager: Strategic Property Projects  
Strategic Policy Programme Manager  
Events and Special Projects Manager  
Principal Advisor: Heritage  
City Events Coordinator  
Events Coordinator: Youth  
Committee Secretary (Intern)

**1 APOLOGIES**

823/2006

MOVED by Cr Clow, seconded Cr Gilmour:

That apologies from Crs Harding and Chan for absence, Cr Stone for lateness and Cr Gilmour for early departure, be received and sustained.

**CARRIED**

**2 URGENT BUSINESS**

There was no Urgent Business.

**3 CONFIRMATION OF MINUTES**

824/2006

MOVED by Cr Neeson, seconded Cr Corban:

That the minutes of the Meeting of the Arts, Events and Culture Special Committee held on Wednesday, 12 April 2006, as circulated, be taken as read and now be confirmed.

**CARRIED**

**4 WORLD HERITAGE DAY EVENTS**

825/2006

MOVED by Cr Corban, seconded Cr Cooper:

That the World Heritage Day Events report be received.

**CARRIED**

**5 MUSEUM FEASIBILITY STUDY**

826/2006

MOVED by Cr Gilmour, seconded Cr Neeson:

1. That the Museum Feasibility Study report be received.
2. That a further report be presented to the Arts, Events and Culture Special Committee in July on the findings of the Museum Feasibility Study.

**CARRIED**

9.53 am Cr Gilmour left the meeting

9.56 am Cr Stone entered the meeting.

**6 DRAFT EVENTS STRATEGY**

827/2006

MOVED by Cr Corban, seconded Cr Clow:

1. That the Draft Events Strategy report be received.
2. That the Draft Events Strategy be reported back to this Committee in June for recommendation to the City Development Committee.

**CARRIED**

**7 SUMMERSLAMZ 2006**

828/2006

MOVED by Cr Cooper, seconded Cr Clow:

1. That the SummerSlamz 2006 report be received.
2. That Radioworks, Cheapskates West, Globe, Mitre 10 Mega Henderson, Mag and Turbo Warehouse, Rev Magazine, E Audio, the Rock and Performance Car Magazine be thanked for their support and sponsorship of SummerSlamz 2006.

**CARRIED**

**ADJOURNMENT**

829/2006

MOVED by Cr Neeson, seconded Cr Stone

That the meeting stand adjourned and break into a workshop until 11.30 am.

**CARRIED**

10.04 am The meeting adjourned.

11.15 am Cr Neeson left the meeting.

11.30 am The workshop finished and the meeting reconvened.

**8 CORBAN ESTATE - UPDATE**

830/2006

MOVED by Cr Stone, seconded Cr Clow:

1. That the Corban Estate - Update report be received.
2. That the Council approve the establishment of a Reference Group to assist with ongoing planning for the Corban Estate precinct subject to approval of the terms of reference, timeline and membership.
3. That the Chair of the Arts, Events and Culture Special Committee be nominated to be on the Reference Group and Council approve one further Member.
4. That feedback received in the workshop session is fed into the further refinement of the Corban Estate Concept Plan.
5. That regular update reports on the Corban Estate Concept Plan be brought back to this Committee on a bi-monthly basis.

**CARRIED**

11.44 am

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

CONFIRMED AT A MEETING OF THE ARTS,  
EVENTS AND CULTURE SPECIAL COMMITTEE  
HELD ON

**DATE:**.....

**AS4**

**CHAIRPERSON:**.....

**MINUTES OF A MEETING OF THE PROJECTS SPECIAL COMMITTEE HELD IN  
THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,  
ON WEDNESDAY, 3 MAY 2006, COMMENCING AT 9.30 AM.**

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**PRESENT:** Councillors RP Dallow, QPM, JP (Chairperson)  
AK Corban, OBE, JP (Deputy Chairperson)  
DQ Battersby, JP  
JM Clews, QSO, JP (until 11.27 am)  
LA Cooper  
C Harding, JP  
PA Hulse

Deputy Mayor CA Stone (ex officio)

**ALSO PRESENT:** Cr WW Flaunty, QSM, JP

**IN ATTENDANCE:** Director: City Services  
Group Manager: Project Services  
Group Manager: Democracy and Support Services  
Manager: Public Affairs  
Special Projects Manager  
Project Manager: Strategic Property Projects  
Service Manager: Landscape Development  
Committee Secretary: A Chan

**1 APOLOGIES**

There were no Apologies.

**2 URGENT BUSINESS**

There was no Urgent Business.

**3 CONFIRMATION OF MINUTES**

700/2006

MOVED by Cr Corban, seconded Cr Clews:

That the minutes of the Meeting of the Projects Special Committee held on Wednesday, 5 April 2006, as circulated, be taken as read and now be confirmed.

**CARRIED**

**4 WAITAKERE CENTRAL CIVIC CENTRE - CONSTRUCTION STATUS MARCH/APRIL 2006**

701/2006

MOVED by Cr Corban, seconded Cr Hulse:

That the Waitakere Central Civic Centre - Construction Status March/April 2006 report be received.

**CARRIED**

**5 WAITAKERE CENTRAL TRANSPORT INTERCHANGE - CONSTRUCTION STATUS MARCH/APRIL 2006**

10.36 am Cr Hulse and Cr Stone left the meeting.

702/2006

MOVED by Cr Cooper, seconded Cr Clews:

That the Waitakere Central Transport Interchange - Construction Status March/April 2006 report be received.

**CARRIED**

**6 HARBOURVIEW - ORANGIHINA: MCCORMICK'S COTTAGE**

10.42 am Cr Stone returned to the meeting.

10.43 am Cr Hulse returned to the meeting.

703/2006

MOVED by Cr Cooper, seconded Cr Corban:

1. That the Harbourview - Orangihina: McCormick's Cottage report be received.
2. That the Projects Special Committee approves undertaking consultation on the future use of McCormick's Cottage prior to consulting on the draft Conservation Plan.
3. That Council officers bring back a draft Conservation Plan which incorporates potential final use after the consultation referred to in No. 2 of this Resolution has been undertaken.
4. That Council officers investigate the scope of works required to weather proof McCormick's Cottage and that:
  - (a) if costings are less than \$20,000 that work is undertaken;
  - (b) if costings are \$20,000 or more, a report be brought back to the Projects Special Committee.
5. That Council officers investigate registering the McCormick's Cottage with the Historic Places Trust.

**CARRIED**

7 **THE MOVE: SUMMARY OF RELOCATION PLANNING FOR WAITAKERE CENTRAL**

11.27 am Cr Clews left the meeting.

704/2006

MOVED by Cr Harding, seconded Cr Dallow:

That The Move: Summary of Relocation Planning for Waitakere Central report be received.

**CARRIED**

11.37 am

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

CONFIRMED AT A MEETING OF THE  
WAITAKERE COMMUNITY BOARD HELD ON

**DATE:**.....

**CHAIRPERSON:**.....