



# WAITAKERE CITY COUNCIL



AGENDA FOR AN ORDINARY MEETING OF THE COUNCIL TO BE HELD IN THE  
CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,  
ON WEDNESDAY, 31 MARCH 2004 COMMENCING AT 5.30 PM

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**PART A - OPENING OF MEETING**

**1 OPENING PRAYER**

Reverend Tovia Aumua from the Methodist Church will say the Opening Prayer.



**2 APOLOGIES**



**3 CONFIRMATION OF MINUTES**

Ordinary - Thursday, 5 February 2004  
Wednesday, 25 February 2004  
Thursday, 11 March 2004

**RECOMMENDATION**

That the minutes of the Ordinary Meetings of Council held on Thursday, 5 February 2004, Wednesday, 25 February 2004 and Thursday, 11 March 2004, with the public excluded minutes as circulated be taken as read and now be confirmed.

*Page 8  
Part E*

The public excluded minutes are attached at page 8 of the confidential supplement labelled Part E.



**4 URGENT BUSINESS**

Section 46A(7) and (7A) 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 item is a minor matter; 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, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Council resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

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



**PART B - REPORT OF THE MAYOR**

The report of the Mayor will be circulated under separate cover with this agenda.



**PART C - TE TAUMATA RUNANGA AND COMMUNITY BOARDS**

**5 TE TAUMATA RUNANGA**

**I NOHO TE TAUMATA RUNANGA KOMITI MANE TE KAU MA RIMA O POUTU-TE-RANGI 2004**

**YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON MONDAY, 15 MARCH 2004**

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**MATTERS CONSIDERED**

*1-4  
Part C*

Your 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 1 to 4 in the supplement labelled Part C.

**NGA TAKE E WHIRIWHIRIA**

E whakataua ana Te Taumata Runanga i nga take i whakamanangia i te ture he whakaahua o nga tuhi kua tonoa ki nga mema o te Kaunihera.

**Your Committee Recommends:**

That the report of the Ordinary Meeting of Te Taumata Runanga held on Monday, 15 March 2004 be received.

Te Warena Taua  
**CHAIRPERSON**



**6 NEW LYNN COMMUNITY BOARD**

**THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING  
HELD ON MONDAY, 1 MARCH 2004**

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**MATTERS CONSIDERED**

5-13  
Part C

The Board 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 5 to 13 in the supplement labelled Part C.

**The Board Recommends:**

That the report of the Ordinary Meeting of the New Lynn Community Board held on Monday, 1 March 2004 be received.

EG Francke  
**CHAIRPERSON**



**7 WAITAKERE COMMUNITY BOARD**

**THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING  
HELD ON TUESDAY, 2 MARCH 2004**

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**MATTERS CONSIDERED**

14-18  
Part C

The Board 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 14 to 18 in the supplement labelled Part C.

**The Board Recommends:**

That the report of the Ordinary Meeting of the Waitakere Community Board held on Tuesday, 2 March 2004 be received.

CA Shepherd, JP  
**CHAIRPERSON**



8 **MASSEY COMMUNITY BOARD**

**THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON WEDNESDAY, 3 MARCH 2004**

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**MATTERS CONSIDERED**

19-21  
Part C

The Board 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 19 to 21 in the supplement labelled Part C.

**The Board Recommends:**

That the report of the Ordinary Meeting of the Massey Community Board held on Wednesday, 3 March 2004 be received.

RF Jessopp  
**CHAIRPERSON**



9 **HENDERSON COMMUNITY BOARD**

**THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON THURSDAY, 4 MARCH 2004**

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**MATTERS CONSIDERED**

22-27  
Part C

The Board 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 22 to 27 in the supplement labelled Part C, with the public excluded minute attached at page 9 in the confidential supplement labelled Part E.

**The Board Recommends:**

That the report of the Ordinary Meeting of the Henderson Community Board held on Thursday, 4 March 2004 be received.

HM Jones  
**CHAIRPERSON**



**PART D - REPORT OF THE CHIEF EXECUTIVE**

**10 DRAFT DEVELOPMENT AND FINANCIAL CONTRIBUTIONS POLICY AND SCHEDULES**

**PURPOSE OF THE REPORT**

A1-A26

This report brings the Draft Development and Financial Contributions Policy and Schedules to Council for consideration in preparation for adoption for consultation as part of the Annual Plan 2004/2005. The draft policy is attached at pages A1 to A26, and the schedules of prices (Schedules A and B) will be circulated separately.

**BACKGROUND**

The Local Government Act 2002 introduced comprehensive new provisions that will allow Local Authorities to recover, as development contributions, the capital expenditures relating to growth. The Local Government Act 2002 (Section 106) requires councils to adopt policies for contributions as part of the suite of Funding and financial policies (Section 102).

The Long Term Community Council Plan 2003 indicated that a policy would be developed by 30 June 2004.

At Council meeting on 25 March, 2003, the Long Term Council Community Plan and Annual Plan Special Committee resolved:

*“That a development contributions policy be prepared during the next twelve months in order that the policy be adopted as an amendment to the Long Term Council Community Plan for the 2004/05 year.*

*That a detailed work programme to progress development contributions be presented to the Finance and Operational Performance and the Environmental Management Committees in June 2003.”*

568/2003

In June 2003, both the Finance and Operations Committee and the Environmental Management Committees approved the principles, objectives and timelines of this project:

*“That the Finance and Operational Performance Committee approve the principles, objectives and timelines of the Development and Financial Contributions Project as detailed in the report.”*

1141/2003

*“That the Environmental Management Committee approves the principles, objectives and timelines of the Development and Financial Contributions project as detailed in the agenda report.”*

1184/2003

Council has previously developed Financial Contributions as part of preparing the District Plan, and these sections of the District Plan still have appeals outstanding. Staff sought a mandate to approach appellants with a proposal that the Financial Contributions section of the District Plan be removed, with the proviso that Financial Contributions would continue to be taken for environmental effects, in November 2003. The resolutions of the Environmental Committee are as follows:

*“That without prejudice discussions be held with the appellants to the District Plan Financial Contribution provisions, with a view to achieving an agreement based on deleting the District Plan’s financial contributions chapter, but retaining those provisions relating to mitigation of environmental effects.*

*That the outcome of the discussions around the District Plan Financial Contribution provision be reported back to the Environmental Management Committee.”*

4131/2003

This process is still underway. However, staff are progressing this issue concurrently with preparing the new Development and Financial Contributions Policy in order to meet the statutory timeframes. Update reports will come to the Environmental Management Committee as progress is made.

The draft policy proposes that reserves also be taken as Financial Contributions under the Resource Management Act.

The draft policy was considered by the Finance and Operations Committee on 8 March 2004, and received by the Environmental Management Committee on 9 March 2004. The following resolutions were passed by the Finance and Operations Committee:

- “1. *That the Draft Development and Financial Contributions Policy report be received.*
2. *That the Draft Development and Financial Contributions Policy be recommended to Council for adoption and for consultation in the Draft Annual Plan 2004/2005, as follows:*
  - a) *that Council take Development Contributions for network and community infrastructure to appropriately provide for the social, economic, environmental and cultural well-being of the community, and*
  - b) *that Financial Contributions be taken under the Resource Management Act provisions for reserves and environmental effects.*
3. *That Council take development contributions from development where the effect, including the cumulative effect of development, is to require new or additional assets or assets of increased capacity, and as a consequence, the Council incurs capital expenditure. This includes capital expenditure Council has already incurred in anticipation of growth.*
4. *That where capital works are required to meet growth then Waitakere City Council will recover the costs over time.*
5. *That where an increased capacity is required to meet the needs of an increasing population this will be considered a cost of growth.*

6. *That where a backlog of work exists, then that cost component will be borne by rates, or Financial Contributions. If undertaking the backlog work increases the capacity of the infrastructure in order to facilitate growth, then the increased capacity component will be funded by developer contributions.*
7. *That a workshop on the Draft Development and Financial Contributions Policy be undertaken before 31 March 2004."*

390/2004

A two-stage policy development programme is being proposed. The introduction of the initial policy and schedules by June 2004 based on the current Long Term Council Community Plan 2003 will of necessity be on the conservative side as unconfirmed future possible costs are not yet included in the Long Term Council Community Plan 2003. A second phase of development will see an updated Development and Financial Contributions Policy and Schedules, consistent with the Long Term Council Community Plan 2006, ready for adoption in June 2006. The two stage programme allows Council to 'test drive' the new policy and schedules as well as complete critical planning exercises in time to include the fine-tuned future growth planning and costs being developed for the Long Term Council Community Plan 2006.

The current draft policy has two schedules of prices, Schedule A for network and community infrastructure costs over the next ten years, and Schedule B for growth costs incurred between 2001 and 2004. Process details will be in Schedule C, which is still in development and will be available after consultation on the draft policy.

### **STRATEGIC CONTEXT**

Development Contributions offer a funding mechanism for Council to achieve key community objectives for lively and effective urban living and working areas. When applied in accordance with Council's key strategic goals, Development Contributions will reflect the expected demands of growth and allow the level of amenity Council seeks to provide its workers, business people and residents. These new provisions allow for development contributions in respect of 'community infrastructure' such as halls and libraries, and other costs of growth that are not restricted to the particular development site, e.g. 'network infrastructure' such as public transport.

The introduction of development contributions by Councils across New Zealand is based on the economic principle that costs should be borne by those who cause such costs. It is expected that this will lead to more efficient allocation of resources.

Also, Council has to invest in advance a considerable amount of money in community and network infrastructure (i.e. libraries and public transport) to create extra capacity to meet the increased demand caused by growth. It is not considered equitable to ask the current ratepayers to pay for community facilities provided for future users because current ratepayers are paying for their share of current infrastructure. Continued rates funding of the costs of growth are neither sustainable, acceptable to the ratepayer, nor provide a cost allocation mechanism which ensures that those who cause the cost, share the cost. Under this policy, it is expected that incoming residents would pay their portion of development cost through their house or other purchase price, and would then contribute to ongoing maintenance through their rates.

With regard to the principles guiding the development contributions policy, the Local Government Act 2002 provides a broad framework. The reasons for choosing development contributions and financial contributions are linked back to the revenue and financing policy and the requirements of Section 101(3). This section outlines the matters that need to be considered in developing the Revenue and Financing Policy which includes the use of development and financial contributions as funding methods.

They are:

- The community outcomes to which the activity primarily contributes;
- The distribution of benefits between the community and any identifiable part of the community and individuals;
- The period over which those benefits are expected to occur;
- The extent to which the actions or inactions of particular individuals or a group contributes to need to undertake the activity;
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities;
- The overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental and cultural well being of the community.

This framework enables Council's to take into account the specific strategic goals under community outcomes and the overall impact of development contributions on the current and future social, economic, environmental and cultural well-being of the community.

**Council has adopted (June 2003) the following objectives for this policy:**

1. That Council can fairly, simply, predictably and robustly, both recover the costs of growth and mitigate the effects of growth.
2. That District Plan appeals regarding financial contributions are resolved.
3. That Monitoring and financial processes are established to assess progress and to assist implementation.
4. That a sustainable development approach will taken in accordance with the Local Government Act 2002 and Council's sustainable development priority in the Long Term Council Community Plan.

**ISSUES**

**Policy summary**

The policy as proposed is consistent with the original objectives set by Council. In brief, the policy proposes that:

Council may require development contributions from development where the effect, including the cumulative effect of development, is to require new or additional assets or assets of increased capacity, and as a consequence, the Council incurs capital expenditure. This includes capital expenditure Council has already incurred in anticipation of growth. The incurred capital expenditure itself must also be to provide for community and network infrastructure which provides for the social, economic, environmental and cultural well-being of the community.

The policy provides schedules for contributions for the following asset groups:

**Network infrastructure: Schedule A**

- Roding;
- Public transport;
- Water Supply;
- Waste water;
- Stormwater.

**Community Infrastructure: Schedule A**

- Town centre Development;
- Infrastructure on Parks;
- Halls and libraries;
- Leisure facilities;
- Cemetery roads.

**Existing works (from 2001): Schedule B**

For clarity, under the Local Government Act 2002 'community facilities' are defined as reserves, community or network infrastructure. This draft policy requires development contributions for community and network infrastructure, while reserves will be taken under the RMA, pending further decisions regarding the most appropriate financial contributions rule in the District Plan.

**Economic impact on the city**

As the new provisions enable Councils to require contributions for a greater range of growth driven costs, the total cost of contributions per household or per business equivalent, to developers, is likely to increase. This is expected to have an impact on household and business prices, and a study of economic and social local impacts has been commissioned.

It should be noted that most Councils in the Auckland region are instituting a development contributions regime, but the cost per household or household equivalent is not necessarily directly equivalent, as there is considerable variation between what is taken as a development contribution or as a financial contribution.

Council could expect some critical comment from the developer community. This will be mitigated by:

- **Comparability** - it is likely that there will be increased development costs across the whole region as each Council will be seeking to impose increased contributions;
- **Consultation** - the consultation processes planned will enable issues to be worked through as they arise.

It should be noted that this is a new area for Council to be involved in, therefore the proposed policy and schedules should be seen as consultation drafts, which may well be amended through further analysis and results of consultation. The Annual Plan consultation process provides opportunities for Council to consider further issues and options prior to adoption by 30 June 2004. Under the Local Government Act 2002, there is no appeal process.

### Costs of growth

The costs of growth are a key issue for this city, as it is one of the fastest growth areas in the country as part of the Auckland region. While development contributions can and will contribute to the capital expenditure of the city, it is unlikely that ALL costs of growth can be recovered through this mechanism e.g. impacts of past growth, and the flow-on effect of more assets into the operational budgets. Note that the total capital expenditure budget (as in Table 1 in the policy) includes renewals and other costs that cannot be attributed to costs of growth.

The policy has proposed the following principles to ensure that costs of growth are met by those who incur the cost:

- a) where capital works are required to meet growth then Waitakere City Council will recover the costs over time;
- b) current levels of service are taken as sufficient for the calculation of development contributions, except where an increased capacity is required to meet the demands of an increasing population. In this case, these costs will be considered a cost of growth (such as more park facilities in an established urban area);
- c) where a backlog of work exists, then that cost component will be borne by rates, or Financial Contributions. If undertaking the backlog work increases the capacity of the infrastructure in order to facilitate growth, then the increased capacity component will be funded by developer contributions.

### Consultation

The project plan identifies key stakeholders as:

Stakeholder	Action
Funding partners e.g. Infrastructure Auckland, Transfund, Central Government Departments, Watercare Services and others.	Draft policy will be sent for comment during Annual Plan 2004 consultation.
Developers and interested parties	Workshop 27 November 2003, establish focus group, two sessions with focus group March/April 2004, and formal consultation process during Annual Plan 2004. Mail outs to affected parties.
Councillors	Draft Policy to Finance and Operations, Environmental Management March 2004. Full policy and schedules to Council end March for adoption and consultation. Consult and consider as part of Annual Plan process March to June 2004.

Councillors have previously expressed an interest in participating in the developer focus group sessions and this has been arranged for early April 2004.

### Peer review process

Legal and technical reviews of the policy are planned into the project programme. There is also considerable regional co-operation in sharing information although in many cases, the circumstances are considerably different and a 'one-size-fits-all' approach is not possible.

### Support for strategic objectives

The Development Contributions Policy allows a partial remission of development contributions required for the provision of the three water services - water, waste water and storm water - on developments which install water conservation devices. The rationale for this is that water conservation will result in wider environmental benefits and cost savings to the community.

In other cases, Council may consider negotiating credit to developers where developers have provided works or services that will appropriately reduce the cost to Council or which demonstrate support for sustainable city objectives, provided that Council is satisfied with the quality of such works or services.

It is proposed to include a comprehensive policy on the remission of development contributions to support sustainable objectives, when the current Development Contributions Policy will be reviewed and updated for operation from 1 July 2006. Some of this work is dependent on work currently underway such as the Growth Management Plan and the development of key strategies such as Heritage, Housing, Leisure and Parks.

### Relationship with Financial Contributions

Waitakere City Council has a financial contributions policy developed under the provisions of the Resource Management Act 1991 and which is included in the District Plan. However, as these are subject to appeal, Council has been, in practice, collecting financial contributions under the transitional provisions in the Local Government Act 1974. Council has been concerned for some time that many of the costs associated with growth are not being fully met by our current financial contributions mechanisms.

For the sake of clarity, in this policy the following terminology is used:

- **Financial contributions** - means those taken for reserves and for environmental mitigation under the RMA;
- **Development Contributions** - means those taken for community and network infrastructure under the Local Government Act 2002 for the costs of growth.

The Local Government Act 2002 does not provide a legislative basis for contributions to mitigate or offset environmental effects of development activity. This component of financial contributions therefore remains in the District Plan. There are other circumstances where works and services or a financial contribution may mitigate or offset adverse effects, which would otherwise be more than minor. In such cases, effects would normally be required to be avoided, remedied or mitigated on the site of the activity proposed. However, if this is not possible, an opportunity is provided through the District Plan for works and services to be provided off-site, or for a financial contribution to be paid. This opportunity is available at the applicant's initiative only. If offered by the applicant, and considered to adequately mitigate or offset the adverse effect, the works, services or financial contribution may be required as a condition of resource consent.

### Reserve contributions

The Council will collect financial contributions for reserves through sections 407 and 409 RMA, pending a decision either to assimilate contributions for reserves into development contributions; or to promote a plan change to include an appropriate financial contributions rule in the District Plan.

### **Review period**

The policy can be reviewed at any time by using the Special Consultative Procedure process under the Local Government Act 2002. However, it is proposed at this time that the policy be reviewed in two years to ensure consistency with the Long Term Council Community Plan 2006. This will enable any new major infrastructure costs to be fully assessed in the development of the Long Term Council Community Plan 2006, and if appropriate, included in the Development Contributions Schedule at that time.

It is proposed that thereafter there be a three-yearly revision process, timed to fit with the three-yearly Long Term Council Community Plan process, that will enable the capture of future increased costs, and any consequent changes in Long Term Council Community Plan projections.

### **RESOURCES**

This project is resourced under the Long Term Council Community Plan and Annual Plan 2003/2004. There is no project budget provision in the Annual Plan 2004/2005 as the main requirements will be staff time. Some funding may be required in the 2005/2006 year for final preparation of the second phase of the policy.

### **CONCLUSION**

Financial contributions and Development Contributions are an important funding tool for the City because they are the means by which some of the costs associated with growth can be allocated to those who cause such costs.

A draft Development and Financial Contributions Policy has been developed for consideration which is consistent with the objectives and principles adopted by Council in June 2003. The draft policy proposes that Council take Development Contributions for network and community infrastructure to appropriately provide for the social, economic, environmental and cultural well-being of the community: and that Financial Contributions be taken under the Resource Management Act provisions for reserves and environmental effects.

This agenda item brings the draft policy with the appropriate schedules to Council for consideration for consultation in the Annual Plan 2004/2005.

### **RECOMMENDATIONS**

1. That the Draft Development and Financial Contributions Policy and Schedules report be received.
2. That the Draft Development and Financial Contributions Policy with Schedules be adopted for consultation in the Draft Annual Plan 2004/2005.

Report prepared by: Cathy Kenkel, Group Manager: Strategic Planning and Policy and Tony Miguel, Group Manager: Asset Management.



11 **WAITAKERE RANGES PROTECTION - PROJECT UPDATE**

**PURPOSE OF THE REPORT**

The purpose of this report is to provide an update on issues around funding, staffing, timelines and process for the Waitakere Ranges Protection Project and to seek endorsement on the proposed management of these issues.

**BACKGROUND**

The Council is undertaking a project to determine whether long-term protection of the Ranges is adequate, and if not, what should be done.

Five key components have been identified for this project and work has commenced on the first four of these areas:

- **Partners:** collaborative working parties established to encompass and involve key stakeholder groups: *The Political Liaison Group* and *The Officer Advisory Group*.
- **Research and Information Gathering:** collation of all existing research and information into two reports: September 2003 Discussion Document and a more detailed background paper dated December 2003.
- **Community Consultation (Three Phases):** Phase One was completed between September and November 2003 and feedback has been reported in the February 2004 document entitled 'The Waitakere Ranges Project: Phase 1 Community Consultation: Summary and Workshop Notes'. The focus of Phase Two is outlined below and the scope of the Third Phase will depend on the outcomes from Phase Two.
- **Response Development:** Policy report developed to describe and analyse an indicative response package to provide better protection of the Waitakere Ranges.
- **Implementation Plan:** Action plans to be developed once an agreed response package has been identified.

This project has proven to be very challenging in terms of expanded scope, increased resource/ budget requirements and reduced timeframes. Issues associated with the pressure of this project, and options to manage that pressure were reported to Council on 17 December 2003. Council renewed its commitment to the development of an indicative response package to ensure the medium and long-term protection of the Waitakere Ranges:

*“That an extended timeframe be approved; and*

- *the \$63,000 identified is transferred to the project; and*
- *a new project timeline is developed recognising the revised budget, the budget constraints of the Council over the next two financial years, and staff commitments to other projects; and*
- *the Chief Executive report back to Council on the revised timelines and budget to achieve the project, at the end of March 2004.”*

4422/2003

*“That the Chief Executive and Councillors approach the project partners, and specifically the Minister of Conservation, to try to obtain a contribution of resources towards a project focussed on protection of a nationally significant natural asset.”*

4424/2003

Discussions to source external resources in support of this project are ongoing. To date, the Auckland Regional Council has provided staff resourcing.

Since the December 2003 meeting, the Political Liaison Group has decided to take out for consultation an indicative response package. This will simplify the consultation in phase two. Waitakere City Council officers have reallocated resources to maximise productivity and completion of the policy work to identify an indicative package to be discussed during Phase Two consultation, which is currently scheduled for April/ May 2004.

At its 9 March 2004 meeting, the Environmental Management Committee received an update on Consultation Phases One and Two and resolved the following:

*“That the Environmental Management Committee approve that phase two of the consultation has a two-part focus, namely:*

- *The presentation of the range of responses/actions with, in particular, an indication of those that are considered by the partners worthy of further development and;*
- *An exploration of the role of the foothills in the long-term protection of the Ranges.”*

361/2004

The Committee also received a report on the proposed indicative package for consultation and resolved the following:

- ”1. *That the Waitakere Ranges Protection Project - Potential Responses report be received.*
2. *That the Environmental Management Committee approve in principle, the indicative package for better protection of the Waitakere Ranges as presented in this report for presentation at Phase Two of the community consultation.*
3. *That the Environmental Management Committee nominate Crs Hulse, Presland and Yates from the Political Liaison Group to sign off the detail of the final indicative package to be taken out for consultation in Phase Two of the community consultation.*

362/2004

A report on the indicative package was also taken to the Auckland Regional Council's Strategic Policy Committee's 9 March 2003 meeting and similar resolutions to the above were also passed, given some changes to the indicative package to be followed up through the Political Liaison Group.

## **STRATEGIC CONTEXT**

The Waitakere Ranges Protection project is a key project within the Green Network platform of the Long Term Council Community Plan. The 'Green Network' strategic platform contains a vision that would see streams and forests full of life, the Waitakere Ranges permanently protected and a Green Network in place linking the Ranges to the sea, as well as connecting the everyday lives of the people of Waitakere with the natural world.

Council has indicated a strong commitment to working on protection of the Ranges, whilst recognising that there are many different values relating to the Ranges, and that much is already being done to achieve protection. However, the tools for protection are many and varied, and community views diverse. A robust process is crucial for achieving community understanding of, and long-term commitment to, any solutions that might arise from the process.

## ISSUES

At this stage we have support for an indicative response package at the level of Auckland Regional Council, the Political Liaison Group and the Officers Group. Council is endeavouring to build on this momentum and to work towards identifying and working through community response to the suggested package within the existing financial year.

A number of pieces of policy work require completion prior to the commencement of Phase Two consultation in April 2004. This includes further work on a number of the indicative responses (such as the World Biosphere Area, Trust and the legislative response) and a report on the boundary definition issues. Additional policy work will also be required following Phase Two consultation (May/August 2004) to incorporate the results of public consultation into the policy work and develop the final recommendations. It is anticipated that final decisions on the package will occur in August 2004 and an Implementation Plan will then be developed. The final stage of consultation will involve communicating the recommended response package back to the community. The scale and scope of that consultation is dependent on the outcomes from Phase Two of the consultation (\$10,000 is currently budgeted for within the 2004/2005 budget). With the departure of the Project Leader, Jenny Macdonald, there is additional pressure to manage the transition in project responsibilities within the next two months of critical work. The interim gap in policy development may need to be back-filled and supplemented with external professional service providers.

Early resolution on the preferred response package and Implementation Plan for the protection of the Waitakere Ranges will reduce uncertainty for the residents and landowners impacted by these decisions and for the closely related projects such as Council's various structure planning projects and the Auckland Regional Council's Landscape Study.

Given the critical timeframes that are likely to be associated with some components of the Implementation Plan to be developed in association with the eventual preferred response package, it is also considered necessary to develop a more targeted and proactive advocacy plan to support the Waitakere Ranges Protection project and to raise awareness and support at a central government level.

If Council is to continue with its commitment to meet the external timeframes of this project, these legal, policy and advocacy costs cannot be deferred until 2004/2005 and additional funding is required within the current financial year.

It should be noted that current budget requirements are based on the work required to identify the eventual response package and develop an Implementation Plan for the long-term protection of the Ranges. Once final agreement has been reached on the response package (anticipated in July/August 2004) an Implementation Plan will be developed for the various components of that response package. The work programme and associated budget requirements will be identified at that time also. Depending on the criticality of timeframes around the components of the Implementation Plan, additional funding may need to be sourced within the 2004/2005 financial year.

## RESOURCES

The original 2003/2004 budget of \$30,000 was increased to \$93,000 as a result of Council's decision in December 2003. Since that decision, there has been a further consolidation in the consultation process and critical work requirements have been identified that cannot be delayed until 2004/2005.

The current status of the Waitakere Ranges budget (as per the end of February 2004) is as follows:

Total Current Budget (2003/2004)	\$ 93,000
Actual Costs to Date (February 2004)	\$ 60,260
Current estimate to end of 2003/2004	\$ 67,740
Policy Development (\$18,100)	
Communications/Consultation (\$37,640)	
Advocacy (\$7,000)	
Legal Costs (\$5,000)	
<hr/>	
Current Estimate to Completion (2003/2004)	\$ 128,000
Additional Budget Requirement (2003/2004)	\$ 35,000

A further review of internal project priorities has been undertaken and the following project deferrals and budget transfers are proposed within Strategy and Development to meet the critical budget requirements within April/ May 2004:

- State Highway Advocacy - budget allocation of \$30,000 to be reallocated;
- Environmental Network Establishment - budget allocation of \$5,000 to be reallocated.

The Transport Strategy team has identified that only \$20,000 (of a total budget allocation of \$50,000) is required to obtain external advice on the impacts of State Highway 20 (this budget line included a carry forward from 2002/2003). The remaining \$30,000 is no longer required for State Highway Advocacy this year and there is no project delay factor involved.

Although work has not been specifically undertaken on Environmental Network Establishment project, the Waitakere Ranges Protection project is a good mechanism to start to draw these groups together. During Phase Two of the consultation, preliminary discussions will be held regarding an environmental network and what it means for the community.

An additional \$80,000 was requested and approved via the draft 2004/2005 Annual Budget process, increasing the initial budget of \$30,000 to \$110,000.

## **CONCLUSION**

Significant progress has been made on the Waitakere Ranges Protection project within tight timeframes to date. It is important to build upon the momentum and commitment that has been generated with the community and with our strategic regional and national partners. The sooner we are able to develop the Implementation Plan, the sooner we can programme future work programmes, identify and source additional funding requirements.

The provision of additional 2003/2004 budget will enable necessary policy and legal work to be undertaken before the commencement of the Phase Two consultation. This work will provide more clarity for the Phase Two consultation and is likely to have a positive impact on the scale of consultation required in Phase Three.

## **RECOMMENDATIONS**

1. That the Waitakere Ranges Protection - Project Update report be received.
2. That Council continue to prioritise the work requirements of the Waitakere Ranges Protection project.

3. That the \$35,000 identified within the report be transferred internally within the Strategy and Development's 2003/2004 budget to the Waitakere Ranges Protection Project.

Report prepared by: Lois Easton, Group Manager: City Development Projects and Kim Morresey, Partnerships and Advocacy Leader, Environment.



## 12 ANZAC DAY 2004

### **PURPOSE OF THE REPORT**

The purpose of this report is to seek appointment of Council representatives to attend the City's RSA Anzac Day Parades on Sunday, 25 April 2004.

### **ISSUES**

This year, the City will host a Dawn Candlelight Parade at the Waikumete Cenotaph commencing at 6.00 am with representatives from each RSA across the City parading. This Parade was extremely successful last year and is now becoming an annual event for the City.

In addition to the Dawn Parade, each of the City's RSA will host their own Parade and have invited Council to nominate an official representative to lay a wreath on behalf of Council. The times of the Parades are as follows (although these are subject to confirmation from the RSA's and may change):

Swanson	9.00 am
New Lynn	9.30 am
Henderson	10.30 am
Titirangi	10.30 am
Hobsonville	11.00 am
Glen Eden	11.00 am
Te Atatu	10.00 am
Waitakere	11.00 am
Laingholm	10.30 am
Piha	2.00 pm

Members are welcome to attend any of the Parades, but it is customary to appoint official representatives to each parade

### **RECOMMENDATIONS**

1. That the Anzac Day 2004 report be received.
2. That a Councillor be appointed to represent the City at each of the Community Anzac Day Parades as follows:

Swanson	9.00 am
New Lynn	9.30 am
Henderson	10.30 am
Titirangi	10.30 am
Hobsonville	11.00 am
Glen Eden	11.00 am
Te Atatu	10.00 am
Waitakere	11.00 am
Laingholm	10.30 am
Piha	2.00 pm

3. That the appointment of Community Board Members to the Services be referred to the appropriate Community Board.

Report prepared by: Tracy Haggio, Administration Clerk, Democracy and Support Services.



## 13 WORLD CONFERENCE OF MAYORS FOR PEACE

### **PURPOSE OF THE REPORT**

The purpose of the report is to seek the endorsement of the Council for the Mayors for Peace Campaign to eliminate nuclear weapons.

### **BACKGROUND**

Mayor Bob Harvey by invitation has been a member of the Mayors for Peace Campaign since its inception. This group operates in campaign style focussing on making a difference on key issues of peace and well being. Waitakere was awarded a UNESCO Cities for Peace prize in 1998 for its path-breaking work in community safety and collaborative approach to reducing violence.

The proposed campaign for 2004/2005 focuses on the abolition of nuclear weapons and is intended to coincide with the 60<sup>th</sup> commemoration of the bombings on Hiroshima and Nagasaki (August 2005). The Mayor has been invited to be part of a high level delegation on these matters to the United Nations (27 and 28 April 2004) to meet the Secretary General Kofi Annan and the Mayor of New York Michael Bloomberg.

### **STRATEGIC CONTEXT**

The Council's Long Term Council Community Plan has strong commitments to the promotion of safe and peaceful communities locally, nationally and internationally. The Council's strategic approach includes the promotion of active democracy particularly through community partnerships. This campaign rests on building community understanding and support particularly with relevant interest groups. Waitakere City since its foundation in 1989 has been committed to being nuclear free. This stance continued the approach taken by Waitemata City Council which became nuclear free in 1986.

### **RESOURCES**

The Mayor will meet his own airfare costs. The resources required to undertake the community related work which forms part of the campaign process is provided for in current budgets.

### **CONCLUSION**

The endorsement of the Council is sought for the Mayors for Peace Campaign to eliminate nuclear weapons.

### **RECOMMENDATIONS**

1. That the World Conference of Mayors for Peace report be received.
2. That the Council endorse the Mayors for Peace Campaign to eliminate nuclear weapons.

Report prepared by: Ann Magee, Director: Strategy & Development.



## **14 LOCAL GOVERNMENT NEW ZEALAND CONFERENCE AND ANNUAL GENERAL MEETING**

### **PURPOSE OF THE REPORT**

This report is to invite Council to consider:

- Elected Member representation at the Local Government New Zealand Conference in Auckland;
- Early notification as to whether it wishes to send a remit to the Local Government New Zealand Annual General Meeting; and
- Council's delegates for the purposes of voting at the Annual General Meeting.

### **BACKGROUND**

The Local Government New Zealand conference will take place this year from Sunday, 26 July to Wednesday, 28 July 2004 in Auckland. Historically, Council has attended this conference each year and has sent the Mayor, Deputy Mayor, a number of other Elected Members and the Chief Executive.

As part of the annual conference Local Government New Zealand also holds its Annual General Meeting and this year it will be held on Wednesday, 28 July 2004.

### **STRATEGIC CONTEXT**

Membership of Local Government New Zealand has the potential to be of assistance to Council as it pursues a wide range of strategic and advocacy aims. Local Government New Zealand provides a vehicle through which Council's voice can be heard on the national stage as Local Government New Zealand undertakes its activities on behalf of its members.

The Conference provides an opportunity for Elected Members to discuss a wide range of Local Government issues and to network and share experiences with other Elected Members across the country.

### **ISSUES**

#### **Conference Attendance**

The Conference theme for this year is Sustainable Development. At the time of writing no details were available of the proposed programme.

In the past years Council has authorised attendance at Conference for the Mayor, Deputy Mayor, a number of (other) Elected Members and the Chief Executive as follows:

2003	Mayor, Deputy Mayor, Cr Clews and Cr Russell
2002	Cr Fenton, Cr Brady, the Mayor and Deputy Mayor
2001	Cr Battersby, Cr Hulse, Cr Freeth and Cr Davies
2000	Mayor and Deputy Mayor and Evelyn Taumaunu as Chairperson of the Taumata Runanga
1999	Deputy Mayor and Cr Riddell
1998	Mayor, Deputy Mayor and Cr Battersby

The cost of Conference attendance is not yet available but is estimated to be \$895 + GST per delegate (based on last years costs), plus accommodation, if necessary, and travel mileage if claimed. With the 2004 Conference being held in Auckland it may be appropriate to provide for a larger than normal delegation.

### Remits

A27-A35

Remits for consideration by the Annual General Meeting of Local Government New Zealand must be submitted to Local Government New Zealand by **Friday 28 May 2004**. Remits are viewed as a vehicle for major strategic "issues of the moment" to be addressed. Local Government New Zealand requires that remits should have a national focus and represent the national voice of local government. Local Government New Zealand has adopted a number of criteria for considering remits; these are attached at pages A27 to A35. Remits are required to be supported by at least one Zone or Sector Group or five Councils.

Council uses a range of regional and national processes to advocate on behalf of its community. The Chief Executive has requested that a remit be prepared seeking an extension to the current traffic enforcement regulations to empower local authority officers to be able to enforce speed limits and traffic light offences on local roads. This will be presented to Council for consideration in due course. The Council should consider if it has any outstanding issues that meet the remit requirements for the Annual General Meeting at this time.

### Delegates to the Annual General Meeting

The Local Government New Zealand constitution was amended in 2001 and the administrative procedures for the Annual General Meeting changed. To attend and exercise Council's five votes at the Annual General Meeting it is necessary for Council to appoint and forward the names to Local Government New Zealand of its presiding delegate, alternate and other delegates attending the Annual General Meeting in advance of the meeting. Under the Constitution, Council is allowed to have no more than 4 delegates at the Annual General Meeting. Other Councillors at the Conference can attend as observers.

### Procedural Issues

There are a number of issues for Council to determine. These can be separated into two parts:

#### Conference

Council needs to determine attendance at Conference. Once attendance is resolved it would be opportune to resolve the question of presiding delegate, alternate delegate and other delegates for the Annual General Meeting.

### Remits

Should Council wish to send a remit to Conference then either the next Zone One meeting on 6 May 2004 will need to be asked to consider the issue or support will need to be gained through the Metropolitan Sector or from another four individual Councils.

### RESOURCES

Budget is available in the current Annual Plan to allow Elected Members to attend the Local Government New Zealand Conference.

### CONCLUSION

The Local Government New Zealand Conference provides an opportunity for elected members to share ideas and experiences with their colleagues across the country. The Annual General Meeting provides Council with an opportunity to influence the leadership and direction of Local Government New Zealand.

### RECOMMENDATIONS

1. That the Local Government New Zealand Conference and Annual General Meeting report be received.
2. That the Mayor attend the Local Government New Zealand 2004 Conference at Auckland from 26 to 28 July 2004.
3. That the Deputy Mayor attend the Local Government New Zealand 2003 Conference at Auckland from 26 to 28 July 2004.
4. That Council determine additional Councillor or other Elected Member representation to attend the Local Government New Zealand Conference.
5. That the Mayor be the Waitakere City presiding delegate for the purposes of the Local Government New Zealand Annual General Meeting on Wednesday 28 July 2004 and be authorised to cast Waitakere's votes at the meeting.
6. That a Councillor be nominated as the alternate presiding delegate for the purposes of the Local Government New Zealand Annual General Meeting.
7. That up to two other Councillors be nominated as the delegates for the purposes of the Local Government New Zealand Annual General Meeting.
8. That Council consider whether it wishes to send any remits to the Local Government New Zealand 2004 Annual General Meeting.

Report prepared by: Darryl Griffin, Manager: Democracy and Support Services.



15 **APPOINTMENT TO CREATIVE COMMUNITIES SCHEME ALLOCATION SUBCOMMITTEE**

**PURPOSE OF THE REPORT**

The purpose of this report is to request Council to formally appoint a replacement to represent the Waitakere Central Community Arts Council on the Creative Communities Scheme Allocation Subcommittee.

**ISSUES**

A36

A letter has been received from the Waitakere Central Community Arts Council requesting the replacement of Janet Holtrigter as its representative on the Creative Communities Scheme Allocation Subcommittee which is attached at page A36.

The Waitakere Central Community Arts Council have advised that Kenneth Davey will be its new representative.

**CONCLUSION**

The nomination of a replacement member for the Creative Communities Scheme Allocation Subcommittee is brought before the Council for formal appointment.

**RECOMMENDATIONS**

1. That the Appointment to the Creative Communities Scheme Allocation Subcommittee report be received.
2. That Kenneth Davey be appointed as the Waitakere Central Community Arts Council representative on the Creative Communities Scheme Allocation Subcommittee replacing Janet Holtrigter.

Report prepared by: Ngareta Delamere, Committee Secretary.

HV O'Rourke  
**CHIEF EXECUTIVE**



**PART E - CONFIDENTIAL ITEMS**

**16 POSSIBLE PROPERTY PURCHASE - 1B RANKIN AVENUE, NEW LYNN**

This item will be considered in the Confidential Supplement of the agenda, and has been circulated to members separately with this agenda.

**17 LAINGHOLM CATCHMENT - FLOODING ISSUES**

This item will be considered in the Confidential Supplement of the agenda, and has been circulated to members separately with this agenda.

**PROCEDURAL MOTION TO EXCLUDE THE PUBLIC**

1. That the public be excluded from the following part of the proceedings of this meeting, namely, Possible Property Purchase - 1B Rankin Avenue, New Lynn, Laingholm Catchment Flooding Issues, Item 19, section 2: Finance and Operational Performance Committee - Henderson Charge Car Park Trial and Item 20, section 2: Environmental Management Committee - District Plan Eggink Appeal be deferred to follow Item 25: Notices of Motion.

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation of the matters, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of the matters to be considered.	Reason for passing this resolution in relation to the matters.	Ground(s) under Section 48(1)(a) for the passing of this resolution.
<ul style="list-style-type: none"> <li>• Possible Property Purchase - 1B Rankin Avenue, New Lynn;</li> </ul>	<p>The withholding of information is necessary in order to:</p> <ul style="list-style-type: none"> <li>• enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);</li> </ul>	<p>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</p>
<ul style="list-style-type: none"> <li>• Laingholm Catchment Flooding Issues;</li> </ul>	<ul style="list-style-type: none"> <li>• maintain legal professional privilege; and</li> <li>• enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);</li> </ul>	
<ul style="list-style-type: none"> <li>• Finance and Operational Performance Committee - Henderson Charge Car Park Trial;</li> </ul>	<ul style="list-style-type: none"> <li>• disclose a trade secret;</li> <li>• be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</li> </ul>	
<ul style="list-style-type: none"> <li>• Environmental Management Committee - District Plan Eggink Appeal.</li> </ul>	<ul style="list-style-type: none"> <li>• enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</li> </ul>	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 7(2)(i), 7(2)(b)(i)(ii), 7(2)(g) of that Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public as follows:

- *The matters contain information which if released would affect the Council's negotiations and could have an effect on the commercial position of the person who has supplied the information.*
2. That Graham Wakefield, Consultant, Legal Services be permitted to remain at this meeting after the public has been excluded, because of his knowledge of the matters being discussed. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of background information and advice which will be required by Council when assessing options available to it and in explaining any decision to the community.



## **PART F - STANDING COMMITTEE REPORTS**

### **18 CITY DEVELOPMENT COMMITTEE**

**YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON THURSDAY, 4 MARCH 2004**

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#### **MATTERS CONSIDERED**

*1-4  
Part F*

Your 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 1 to 4 in the supplement labelled Part F.

#### **Your Committee Recommends:**

That the report of the Ordinary Meeting of the City Development Committee held on Thursday, 4 March 2004 be received.

CA Stone  
**CHAIRPERSON**



19 **FINANCE AND OPERATIONAL PERFORMANCE COMMITTEE**

**YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON MONDAY, 8 MARCH 2004**

1. **EXEMPTION FOR REPORTING UNDER THE LOCAL GOVERNMENT ACT 2002 - WAITAKERE ARTS AND CULTURAL DEVELOPMENT TRUST**

**Your Committee Recommends:**

That Council grant the Waitakere Arts and Cultural Development Trust an exemption under Section 7(3) of the Local Government Act 2002 on the basis that the financial operations of the Trust is not material for consolidation into the Council's Annual Report and that adequate current reporting processes are in place for the Trust to report to the Council.

2. **HENDERSON CHARGE CAR PARKING TRIAL**

*Page 6  
Part E*

The Finance and Operational Performance Committee's report regarding the Henderson Charge Car Parking Trial will be considered, as set out on page 6 in the Confidential Supplement, during the public excluded section of the meeting.

3. **OTHER MATTERS CONSIDERED**

*5-17  
Part F  
Page 10  
Part E*

Your 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 5 to 17 in the supplement labelled Part F, with the public excluded minutes attached at page 10 in the confidential supplement labelled Part E.

**Your Committee Recommends:**

That the report of the Ordinary Meeting of the Finance and Operational Performance Committee held on Monday, 8 March 2004 be received.

JM Clews, QSO, JP

**CHAIRPERSON**



**20 ENVIRONMENTAL MANAGEMENT COMMITTEE**

**YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON TUESDAY, 9 MARCH 2004**

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**1. DOG REGISTRATION FEES - 2004/2005**

**Your Committee Recommends:**

1. That all dog owners who book to sit the Dog Owner Licence test prior to the penalty date of 1st August 2004 pay the reduced fee within a week of passing the test; or pay the fee which they would have otherwise paid within a week of failing the test, otherwise the late fee applies to whatever category each dog falls into.
2. That for all newly acquired dogs (providing the owners have not been served an infringement notice), a reduced pro-rata fee based on the months of the year be applicable.
3. That where an adult dog is impounded and unregistered, or for which the owner is served an infringement notice, the full registration fee including the penalty be applied.

**2. DISTRICT PLAN - EGGINK APPEAL**

*Page 7  
Part E*

The Environmental Management Committee's report regarding the District Plan - Eggink Appeal will be considered, as set out in the Confidential Supplement, during the public excluded section of the meeting.

**3. OTHER MATTERS CONSIDERED**

*18-28  
Part F*

Your 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 18 to 28 in the supplement labelled Part F, with the public excluded minutes attached at pages 11 to 13 in the confidential supplement labelled Part E.

*Page 11-13  
Part E*

**Your Committee Recommends:**

That the report of the Ordinary Meeting of the Environmental Management Committee held on Tuesday, 9 March 2004 be received.

PA Hulse  
**CHAIRPERSON**



## **PART G - PRESENTATIONS**

These presentations will take place at 7.30 pm.

### **21 RECOMMITMENT TO SAFETY: SIGNING OF SAFETY AGREEMENT**

In April 1999, Waitakere City became the first community in New Zealand (and the forty-sixth worldwide) to become a World Health Organisation (WHO) accredited 'Safe Community'. The Maori and Pacific communities, along with Mayor Bob Harvey signed the formal agreement with WHO.

Five years later, there is now a desire to recommit to these ideals by bringing these communities together once again.

At the Council meeting the following communities will sign:

- Te Kawerau a Maki;
- Te Rununga o Ngati Whatua;
- Hoani Waititi Marae;
- Pacific Island Advisory Board;
- Waitakere Ethnic Board;
- Safe Waitakere Injury Prevention;
- Mayor Bob Harvey for the whole City.

A second ceremony will be held on 24 April 2004 at Falls Park, Henderson. The City Safety Picnic to be held from mid-day to two o'clock in the afternoon, will be an occasion for City agencies to sign the same Agreement and for safety networks to celebrate their work.

### **22 SIGNING OF MEMORANDUM OF UNDERSTANDING BETWEEN WAITAKERE CITY COUNCIL AND NEW ZEALAND POLICE**

The need for a Memorandum of Understanding between Council and the New Zealand Police has arisen from Council's growing concerns and responsiveness to crime and community safety in the City, and the strategic direction of the Police aimed at improving relationships with Local Authorities.

The Memorandum of Understanding sets out a framework for the relationship between Council and the New Zealand Police. It identifies the areas of interest and issues that are shared, establishes protocols for communication and joint planning, and provides for the undertaking of operational strategies and activities.

The signatories to the Memorandum of Understanding for Waitakere City Council are the Mayor, Bob Harvey, and Chief Executive, Harry O'Rourke. The signatories for the Police are the North Shore/Waitakere/Rodney District Commander, Superintendent Roger Carson and Waitakere Area Commander, Inspector Mark O'Connor.

### **23 PRESENTATION OF BRAVERY AWARDS**

The Mayor, Bob Harvey, in association with representatives of the Auckland Regional Council, will make a presentation to Piha Ranger, Andy Pederson, and Huia Ranger, Brian Chamberlain, in recognition of their respective acts of bravery. Mr Pederson rescued three people in difficulties in the surf at Karekare in November 2003. Mr Chamberlain attended to a serious car accident in September 2003.



**PART H - PROCEDURAL MATTERS**

**24 QUESTIONS**

Pursuant to Standing Order 39.2, any member of the local authority may at any ordinary meeting of the local authority at the appointed time, put a question to the Mayor as Chairperson of the local authority, or through the Mayor to the Chairperson of any standing or special committee, or to any officer of the local authority concerning any matter relevant to the role or functions of the local authority concerning any matter that does not appear on the order paper, nor arises from any committee report or recommendation submitted to that meeting.



**25 NOTICES OF MOTION**

Notices of motion shall be in writing by the mover, stating the meeting at which it is proposed that the notice of motion be considered, and shall be delivered to the Chief Executive at least five clear days before such meeting.



**26 CLOSING PRAYER**

