
POLICY FORWARD PROGRAMME 2014

1. Purpose of report

A consolidated policy work programme has been compiled. It sets out the policy reports, briefings and updates that are planned to go to committees in 2014.

This is not the complete forward programme for committees which will also contain the business papers that need to be scheduled in the forward programme.

2. Executive summary

The policy work programme ranges from some large scale planning, projects and work, down to smaller scale operational papers that guide service delivery that require committee approval. A no surprises approach has been taken and this has made the work programme more comprehensive. While this is a policy list, there are a number of papers that are guiding implementation and account for progress towards existing policies.

3. Recommendations

Officers recommend that the Committee:

1. *Receive the information.*
2. *Agree to the Policy Programme as set out in Appendix 1.*

4. Discussion

The policy programme guides decision making and directs policy resources to priority work areas. The setting of the programme falls within the terms of reference of this committee. This ensures the programme is focussed from a council wide perspective. Following its adoption officers will work with committee chairs to set out each committee's forward programmes.

The programme has been structured around the following themes:

- **Enabling strategic priorities** - This stream of work ensures there is focus on the initiatives to progress the economic growth agenda to ensure the city remains prosperous.
- **Strategic planning and direction.** As well as delivering on current priorities we must plan for the future. We have to do the work – approve the budgets, plans and policies – to ensure the city's future prosperity and the well-being of residents and ratepayers. Setting our strategic direction requires reviewing what we do to make sure we deliver what is best for Wellington. The programme therefore includes work on our Long-term Plan, housing, SOIs and the triennial agreement.
- **Guiding regulation (cyclical reviews).** We need to constantly ensure that our actions are effective, relevant and up-to-date. The council his

significant powers of intervention and legislation requires we review our regulatory setting regularly. The focus this term will be on exceptions – that is, approaching these as confirmations and making changes only where needs have emerged (as opposed to undertaking first principle reviews).

- **Guiding service delivery.** It is important to ensure that what we do as an organisation matches what we are trying to achieve. To do this effectively, and in the interests of accountability, it is necessary to review service delivery and management plans to ensure they are fit for purpose.
- **Monitoring and best practice.** It is best practice for the Council to check its own pulse. Regular monitoring, using tools such as quarterly reports, ensures the organisation is aware of whether residents and ratepayers are being well served by Council actions – and what type of action might need to be taken in the future.

As there is a significant list, breaking the list down in this way helps ensure that the policy resources are targeted at the most important policy decisions. There are a number of papers that have to be done due to legislative change or legal requirements; others are part of local government planning and reporting requirements, while others seek policy direction for Council's service delivery.

Local government reforms, transport, housing and earthquake strengthening require significant resources and have a number of reporting requirements to committee that span the calendar year. There are also a range of reports and progress updates on the Council's strategic priorities including the projects within the 8 big ideas. The long term plan will incorporate new asset management planning requirements under the Local Government Act. This will take up a significant committee time in the second half of the year.

Transport stands out as an area that has significant financial and business implications for the Council over the coming months that will need to feed into the LTP. There are also some contentious issues that are on the agenda. Community facilities and the Alcohol Management policy and implementation of district licencing committees stand out as issues that could be resource intensive.

There continues to be a steady stream of government legislation coming into effect that has implications for local government. Rather than leap straight into assuming we need to submit or adopt a new policy, officers will do up front analysis and will test the thinking with committees through briefings and/or discussions with committee chairs and portfolio leaders. Where possible briefings will be used that take place as conversations to ensure there are no surprises and that the need for long complicated reports is minimised. Some will still be necessary, particularly where decisions are required that require robust analysis and advice in support.

It should be noted that the work programme needs to be regularly reviewed. As priorities change other papers will be added and some will be removed. It should also be noted that if major pieces of work are prioritised and added to the programme, other papers will have to be removed.

Contact Officer: Andrew Stitt, Manager Policy

APPENDIX 1 – (Draft) POLICY WORK PROGRAMME 2014.

POLICY WORK PROGRAMME FEB 2014 TO DECEMBER 2014		
Enabling Strategic Priorities	Why is it going to committee / Decisions required	Type
Shared Services Update	Key decisions on initiative to develop better alignment and more cost effective services across the region will be presented. The programme includes: back office services; economic development and water integration.	Briefing and reports
City Growth Agenda	Briefing and decisions at key milestones will be provided to ensure the initiatives and investments are successful for the city.	Briefings and reports
Draft Transport Strategy	Transport is a key enabler of economic growth and liveability within the city. A review of the strategy aims to ensure the current framework delivers on those objectives.	Report
Regional Land Transport Plan	The RLTP sets out the regional strategy. Consideration of this will enables the Council to represent its views on these investment plans and priorities.	Briefings

Strategic Planning and Direction	Why is it going to committee / Decisions required	Type
Long term plan development. - Timeline and key dates - Strategy stocktake, emerging issues, priorities and commitments. - Asset management strategy and plans and cost implications - Financial strategy -Capital and operating expenditure priorities, options and constraints.	Legislative requirement. The plan provides an opportunity to review the council's strategic outcomes, levels of service and explore key issues and opportunities.	Briefings and reports
Finalisation of the 2014/15 Annual Plan	Annual Plan process.	Hearings; deliberations; adoption
Triennial agreement	Legislative requirement	Report
CCO Draft Statements of Intent	Legislative requirement to approve SOIs with CCOs. Opportunity to set strategic priorities and performance expectations.	Report
Submissions on notable issues		
Regional Governance: response to Local Government Commission	LGC is expected to announce its position on regional governance in the Wellington region in the near future.	Report
Local Government Bill: Submission	New LGA amendments covering a range of issues. Currently in Select Committee processes. Bill covers Development C's consultation and LA reorganisation.	Report
Submission to Select Committee on Earthquake legislation	New Building Act amendments are expected to be issued for consultation by the Select Committee early 2014. These amendments cover changes to earthquake strengthening. Potential issue is the decoupling of access provisions during earthquake strengthening.	Report and submission
NZTA Financial assistance rate	NZTA sets the level of subsidy that it will apply to any transport project that it invests in. This could have significant financial implications for the Council.	Submission
Government Transport Policy Statement	The GPS sets out central government's transport policy direction which drives its investment priorities.	Submission

Strategic Planning and Direction	Why is it going to committee / Decisions required	Type
Public Transport Spine Study	Significant study looking at long term public transport options. It has relationships to development and growth and will need to be considered as implementation rests in large part with the city.	Briefing Report
<i>Major policy reviews</i>		
Review of the Revenue and Finance Policy	This will see a first principles review in conjunction with the LTP. It will reflect on the make up of council's activities and changes in economic environment.	Report
District Plan review	Implementation of the established review work programme.	Report
Draft Housing Action Plan	Required by Council (SPC in May 2013). The action plan will look at housing outcomes for Wellingtonians with the aim of working with others to deliver tangible housing initiatives. (See Guiding Service Deliver below.)	Report
Review of Council's Housing Policy	Important due to changes in social housing frameworks and to ensure the Council's housing portfolio is sustainable and continues to provide high quality social housing to best practice. A 5 year review is required – and due - under the current policy.	Report
Review of Advisory Groups and Forums	This review is part of updating and improving how Council engages with communities and incorporates community views into decision-making. The desired outcome of the review is for Advisory Groups to better help enable Council to meet its goals under the 2013 Engagement Policy. Likely to include a review of terms of reference and operational requirements for Advisory Groups.	Report
Review of Development Contributions Policy	Changes in LGA legislation require the policy to be amended. The policy implements annual plan decisions and also provides opportunities to incentivise development.	Report (ref: Annual Plan)

Guiding Regulation (incl. cyclical reviews)	Why is it going to committee / Decisions required	Type
Review and update earthquake prone building policy and dangerous and insanitary buildings policy	Updating the EQPB policy to enable the Council to assess post 1974 buildings. Current policy states that we will assess pre 1976 buildings. This policy is expected to lapse under planned legislation. Dangerous and insanitary building policy – 5 year review. Minor wording changes expected.	Report and policy amendments
Freedom Camping bylaw	Updating the current section of the bylaw as it is out of line with new legislation.	Report
Review the Trade Waste by law	Legislative requirement to review by 2016. No significant problems with current Bylaw. Trade Waste Bylaw likely to be updated in 2015/16 to reflect the regional integration of Trade Waste regulation and Capacity's roles in this.	Report and draft by-law
Review of collection and transportation of waste bylaw	Legislative requirement to review by 2014. No significant problems with current Bylaw or unrealised opportunities. Therefore, Bylaw unlikely to be changed.	Report and draft by-law
Public Spaces Bylaw review	5 year review required legislative requirement. It is an omnibus bylaw which may attract submissions, however there are few areas expected to be changed at this point.	Report
Animal Control Bylaw review	5 year review required. The current bylaw is written restrictively and includes operational details (defined exercise areas) which then attract high levels of community interest. Trades off between public perceptions of safety and dog owners perceptions of their ability to exercise their dogs. Some TLAs have taken a permissive approach with a bylaw defining the areas where dogs are prohibited or controlled. Previously changes have been driven by legislation.	Report
Legal Highs – Implementation of Psychoactive Substances Legislation	Review required as new legislation provides optional powers to TLAs to restrict the locations of where legal highs are sold. Any policy would need to be in place by early 2015. The impacts of any policy on health or crime related to legal highs are uncertain and may be low. The key driver is potential community expectation of a Council position in this area, although to-date there has been minimal public noise about this issue in Wellington City.	Briefing

Guiding Service Delivery	Why is it going to committee / Decisions required	Type
Housing: Options, costs and benefits of entering into a housing accord with government	The Government has introduced new legislation which allows Councils to define planning rules for housing in defined areas to assist with housing affordability. This provides another tool for the Council. The paper considers how this could be applied in Wellington.	Report
Housing: Options, costs and benefits of making Council land available in partnership with developers for affordable housing	The Council often has surplus land available suitable for housing. Affordability is recognised as an issue for some segments of the housing market and the city wants to retain its working population. This paper will consider whether this might be used for affordable housing.	Report
Housing: Warrant of Fitness field test and evaluation report back and next steps, options and costs	Working with Christchurch, Auckland Dunedin and Tauranga Councils, ACC, the University of Otago and Green Building Council on a WOF field test. Housing quality is recognised as a key issue across NZ.	Report
Coastal operations: Island Bay Sea Wall options feasibility study and report back on initial public engagement	Following 2013 storm damage opportunity to redevelop this including seal level rise adaptation, green infrastructure and south coast management plan.	Report
Heritage: Options to address earthquake resilience following a review of the heritage list in the district plan	Report back on the review of the heritage list and to present the implications for earthquake strengthening heritage buildings.	Report
Transport: A range policy issues or decisions in response to the implementation of other transport projects.	<p>The range of transport issues includes the following</p> <ul style="list-style-type: none"> • Future of the Trolley Buses • Mitigation package for the Basin reserve Flyover • Mt Vic Tunnel duplication • Petone to Grenada Road • Resilience of the Ngauranga to Petone corridor • Inner City By-Pass • Budget implications for Maintenance of Memorial Park • Options for buying 175 Taranaki St. from NZTA • Options for Crèche. 	Briefing, reports and submissions

Guiding Service Delivery	Why is it going to committee / Decisions required	Type
Develop a concessions policy to better manage commercial activities on Council land	Scope to be determined. A Concessions policy would: (a) help manage private activities consistently and transparently and (b) ensure private activities support and encourage the values, use and enjoyment of the capital space they occur on	Briefing and report
Our Capital Spaces: Botanic Gardens of Wellington Management Plan review.	Combining the separate management plans into a single plan across all the "botanic gardens" in Wellington. This supports implementation of Our Capital Spaces.	Report
Our Capital Spaces: Review the Biodiversity Action Plan	This refreshes a 2007 plan and was identified as a priority in Our Capital Spaces.	Report
Our Capital Spaces: Review the Suburban reserves management plan	A new management plan covering 161 reserves across the city. Supports implementation Our Capital Spaces	Report Final plan approval
Adoption: water sensitive design guide	WSUD is an initiative to promote green infrastructure and natural drainage to help the piped networks cope better with cross connections, under-capacity pipes, and increasing frequency of rain events to reduce incidents of sewer flooding to the sea. The take up of WSUD for stormwater management will provide water quantity and water quality benefits, as well as cultural, economic and environmental benefits; more green spaces, bringing more of our unique native flora and fauna into the heart of the city, creating shade, form ecological networks, protect our waterways and the creatures that live in them, whilst preserving and enhancing Wellington Harbour as a premier asset.	Report
Community Centres: Review of the current governance model for community run centres	Recommendations on future model for community governance of community centres	Report
Adoption: Present the final Homelessness Strategy (Te Mahana) for approval	Key social policy as homelessness by its nature is highly visible, has a high personal cost and impacts on city liveability. Council has a coordination and leadership role across providers and the strategy will set overall outcomes for the city.	Report
Review: Toi Poneke	The lease renewal is due in November 2015. The report will evaluate Toi Poneke against the original objectives and consider future options.	Report

Monitoring and Best Practice	Why is it going to committee / Decisions required	Type
Accountability: Quarterly Reporting	Monitoring and reporting process on the Annual Plan.	Reports
Accountability: Annual Report	Statements of service and financial performance for the year.	Report
Accountability: CCO reporting	Regular reporting from CCO's on progress towards statements of intent.	Reports
Progress Report: Sea Level Rise Adaptation	Public engagement on sea level rise and climate impacts is part of our 2012/22 LTP and Climate Change Plan. This briefing will present results of public engagement and get input into the next steps of the project.	Briefing
Progress report: Smart Energy Capital Fund	The Smart Energy Capital was agreed in 2013/14 as an initiative to address our climate change goals. This briefing is an opportunity to update councillors on the project, plans for 2014/15 and get Councillor input on issues and direction.	Briefing
Stocktake and review: City emissions targets	Wellington City Council has coordinated a greenhouse gas inventory review in partnership with Greater Wellington, Kapiti, Porirua, Hutt and Upper Hutt. This is briefing of the final project report. It provides an opportunity to consider the key trends and policy implications.	Briefing
Stocktake: Greenhouse gas inventory for Wellington City	The Climate Change Plan 2013 includes a stake-holder engagement project that aims to get an agreed approach for meeting our climate change goals. This briefing will provide an update of that project and recommendations for the Committee.	Briefing
Progress report: implementation of the Alcohol management strategy and local alcohol policy	This is in response to changes in alcohol management and new legislative compliance requirements. This paper will present the outcome of appeal proceedings	Briefing and report
Progress report: Implementation of an E Plan	This is a key element of making planning information accessible to city planners, developers and property owners so they can more easily make investment decisions.	Briefing