

**STRATEGY AND RESOURCES COMMITTEE
SUPPLEMENTARY AGENDA**

**MONDAY 14 AUGUST 2000
AT 3PM**

PART A - MATTERS REQUIRING A COUNCIL DECISION

20. CENTRAL CITY FORUM AND CENTRAL CITY BOARD FUNDING

Officer responsible City Manager	Author Project Manager Central City – Dr Mark Bachels
Corporate Plan Output: City Planning and Development	

The purpose of this report is to submit a procedure for servicing the Central City Mayoral Forum, including a recommended budget, use of external consultants, and the development of an internal Council multi-disciplinary staff team for project and programme development for Central City revitalisation.

In June, the Council approved the terms of reference for the Central City Mayoral Forum which included formulating and advising the Council on the development of a Central City Concept Plan and Strategy for revitalising our central city. The Central City Concept Plan and Strategy will guide Council investment in public facilities and infrastructure, the development of activity of the Central City Board and also facilitate private investment by providing a framework for co-ordination of intentions.

At the July Council meeting a resolution was passed which asked for a report on the funding level required for the forum in its development of this Central City Strategy.

FUNDING FOR THE CENTRAL CITY CONCEPT PLAN AND STRATEGY

The first stage of the development of the Central City Strategy (Stage 1) will provide for an overall strategic framework, identification of precincts and key themes critical to effective revitalisation. Stage 1 will involve a major public consultation exercise to reach agreement among stakeholders on a vision for central city revitalisation as well as feedback on proposed general schemes or options. Stage 1 will enable identification of priority projects to be pursued in the Central City. Stage 2 will provide greater design and technical detail as a bridge between the overall strategy and specific projects. This might typically provide terms of reference for projects to be implemented by the Council or the Board. Stage 2 could also include both physical projects and changes to the regulatory framework.

Both Stage 1 and Stage 2 will involve varying levels of external goods and services costs, with a budget as follows:

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\$25,000	Urban planning – area concept plans, project design outlines (Stage 1)
\$15,000	Communication strategy and public consultation
\$15,000	Advertising, public meetings, printing discussion document
\$15,000	Focus groups
\$40,000	Technical studies on options/impacts (retailing, traffic, residential, etc.)
\$15,000	Architectural and urban planning – design detail, guidelines, etc. (Stage 2)
\$25,000	Printing - Draft and Final Strategy/Concept Plan
\$5,000	Administrative costs
\$50,000	Additional staff resources
\$205,000	TOTAL

Additional staff resources will be required; it is envisioned that existing staff will be “seconded” for the project, and this budget will be used to “buy” that staff time from other existing projects.

The current financial plan had two items of funding for central city revitalisation: \$150,000 for the Central City Mayoral Forum and \$155,000 for the Central City Board. This budget would require a transfer of \$55,000 into the Mayoral Forum for the development of the Central City Strategy and Concept Plan.

USE OF CONSULTANTS

With respect to use of consultants, the Executive Committee of the Central City Forum requests use of consultants Common Ground for a contract to the end of the calendar year to maintain the continuity of ideas, communication strategies and urban design concepts developed to date. Common Ground’s previous contract was to the end of the Council financial year June 2000 to the Central City Mayoral Forum. A new contract has been crafted with Common Ground for a split function of retainer based fee of \$5,000 per month for general services (communication strategy, public consultation, and concept design ideas) and specific project design work of \$3000 per month. (Note: These are lines one and two above in the budget table). Overall, the Common Ground contract will entail five months and up to \$8,000 per month, with an overall cap of \$40,000 to 31 December 2000.

PROJECT MANAGER AND COUNCIL MULTI-DISCIPLINARY CORE TEAM

The Executive Committee of the Central City Forum confirmed its support for the Council’s Project Manager, Mark Bachels, to oversee use of consultants and the development of the Concept Plan and Strategy. In addition, the Executive Committee supports the development of a multi-disciplinary staff team to assist in the development of the Central City Strategy. The staff concept team includes:

- Kay Carston – Communications Coordinator Major Projects, Communications
- Carolynne Denne – Planner, Environmental Policy and Planning
- Chris Freeman – Parks Planning Team Leader
- Dave Hinman – Principal Policy Analyst, Policy Directorate
- Jenny May – Senior Heritage Planner, Environmental Policy and Planning
- Dave Robinson – Transport Planning Engineer, City Streets

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Additional staff have been and will be utilised in the development of the Central City Strategy, including staff from Water Services and the Environmental Services Unit, as well as additional staff from each of the units identified above as needed (e.g. transport).

The intention of convening a multi-disciplinary team is to ensure a number of elements are achieved in developing the strategy including:

- Multi-disciplinary review of issues, concepts, and projects;
- Buy-in across Council units to the project and programme of works which will eventuate.

- Recommendation:**
1. That the overall budget of \$205,000 for servicing the Central City Mayoral Forum in its development of the Central City Concept Plan and Strategy be adopted.
 2. That the Project Manager oversee use of consultants and contracts within this budget.
 3. That Common Ground (consultants) be retained on a five month contract as set out in this report.

Chairman's

- Recommendation:** That the above recommendation be adopted.