

TERMS OF REFERENCE FOR THE WELLINGTON REGIONAL STRATEGY OPEN SPACES WORKING GROUP

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1. Name

The working group is known as the Wellington Regional Strategy “Open Spaces Working Group”.

2. Members

The Open Spaces working group is comprised of the following members representing the regions territorial authorities’s, Regional Council, Department of Conservation and Queen Elizabeth II Trust.

Name	Organisation
Claudia Hill	Department of Conservation, Wellington Conservancy
Maitland Manning	QEII Trust
Christine Jacobson	Porirua City Council
Jim Ebenhoh	Kapiti Coast District Council
Kelly Crandle	Hutt City Council
Mike Oates	Wellington City Council
Brett Latimer	Upper Hutt City Council
Chris Gorman	South Wairarapa District Council
Edita Babos	Carterton District Council
Grant Hathaway	Masterton District Council
Victoria McGregor	Wellington Regional Strategy office
Melanie Thornton	Wellington Regional Strategy office
Murray Waititi	Greater Wellington Parks
Amanda Cox	Greater Wellington Parks - Marketing
Bruce Geden	Greater Wellington Special Projects

Other expertise will be co-opted as required e.g. consultant, key advisors and peer reviewers in specialist areas.

Each member of the working group will be delegated work to contribute to the outputs of the project. Some of this work will be required to be undertaken in between workshops and may involve research or working in sub-groups with other individuals across agencies.

3. Status

The Open Spaces Working Group is a sub-group of the Senior Officers Resource Team (SORT).

The working group will be jointly led by Victoria McGregor (Wellington Regional Strategy Office), Murray Waititi and Bruce Geden (Greater Wellington).

The working group will be championed by David Benham, CEO of Greater Wellington Regional Council.

4. Life of working group

The working group will be established until the end of October 2009. After this point, members will be called upon on a required basis.

5. Meetings

The first meeting for 2009 will be 3 February 2009.

Workshops will be scheduled in February, March, April and July 2009 to progress the workstreams identified in Attachment 1.

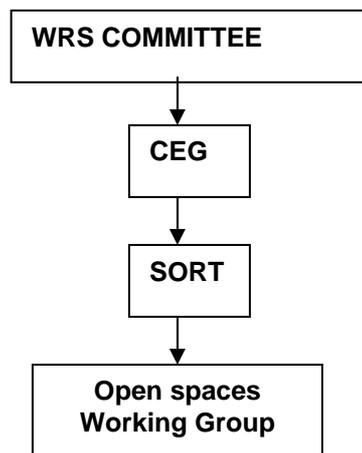
A meeting schedule and agendas for each meeting will be made available to all members in advance.

6. Reporting

All reports to the WRS Committee shall be presented via the Chief Executives Group (CEG) or from the Committee Chairperson.

It is intended that reporting will be made through SORT, CEG (Chief Executives Group) and WRS (Wellington Regional Strategy) Committee. Updates will be provided to the WRS Committee at their 17 March, 7 May, 21 July, 14 October and 3 December 2009 meetings.

WRS STRUCTURE



7. Purpose of Terms of Reference

The purpose of these Terms of Reference is to:

1. Define the vision, purpose and scope of this workstream.
2. Confirm the objectives of this project.
3. Confirm the reporting structure of this group.

8. Objectives of working group

8.1 Background

The Wellington Regional Strategy is a sustainable economic growth strategy and contains a range of initiatives to realise our economic potential. As part of this economic development strategy, there is considerable recognition of the importance that good regional form and open space plays in sustainable economic growth.

Open spaces provide a wide-ranging contribution to the promotion of individual and community health and social inclusion assisting with economic prosperity. Four of the WRS community outcomes link to a quality regional open space network. These include:

- Healthy Community
- Sense of Place
- Quality Lifestyle
- Healthy Environment

The Regional Policy Statement also recognises the importance of compact, well designed sustainable regional form through integrated public open spaces.

Quality of life is an important factor which compliments economic growth. Quality open space is a fundamental requirement of world class cities and regions. By having great parks, well connected walking tracks, and high quality natural areas close to our doorstep, the region will be better placed to ensure its success as an attractive and sustainable region while meeting the needs of the community and visitors.

In recognition of this, Wellington communities have had a very long history of collective provision of natural open space within each of their areas, and some key 'urban spaces'.

The urban areas are notable for the penetration of large tracts of public open space into the built and developed areas. Some of this is a function of topography but it has also been a conscious programme of land acquisition and/or access over a long period of time.

Increasingly each community is beginning to see these areas as not only providing for local recreation and amenity but as part of a 'network concept'. These networks are being articulated as city or district wide systems but there is also an increasing appreciation of a regional system. For example, Wellington City Council, via key policy documents Capital Spaces and the Biodiversity Action Plan notes the links between the Town Belt and the Outer Green belt and the potential for a system that links through Porirua City into the Tararua Ranges.

This network concept also includes a growing focus on walkway and track access, which in the case of Wellington City and Kapiti Coast is integrated where relevant, into the wider access and urban form strategies.

This open space system is not simply a series of geographic areas set aside for amenity or recreation purposes. There is increasing emphasis on these areas as part of a dynamic system or processes, which actively build on or contribute to wider outcomes.

The Open Space project is part of the work being done to ensure there is an investment in good regional form. By identifying strengths, weakness, opportunities and threats in our public space network, this action area will help to identify where greatest regional benefit could be gained through collective action.

8.2 Open space definition

For the purpose of this project, *open space* is defined as:

“Any area of land or body of water to which the public has physical and/or visual access.”

8.3 Vision for regional open space network (2025)

The Wellington region will provide its residents and visitors with a safe, convenient, appropriately maintained, linked and integrated regional open space network. This vision will provide opportunities for a wide range of leisure activities for residents and visitors, recognise the region's rural and natural open space character, and contribute to the wellbeing of its communities.

In particular, the vision will ensure that:

1. Members of the public are well informed about the Wellington regional open space network
2. There is a coordinated approach for the development, management and protection of open space across the Wellington region
3. The needs of the Wellington community are well met
4. There is collaboration across partner organisations so that resources and solutions are shared and exchanged
5. Opportunities and mechanisms to enhance the regional network are identified across the partner organisations

6. A Wellington Regional Open Space Strategy will be in place with a realistic and achievable programme of action

The vision will be implemented through voluntary participation of partner organisations namely:

Greater Wellington Regional Council, Department of Conservation, Queen Elizabeth II Trust, Hutt City Council, Upper Hutt City Council, Kapiti Coast District Council, Porirua City Council, Wellington City Council, South Wairarapa District Council, Carterton District Council, Masterton District Council

8.4 Development of Wellington Regional Open Space Strategy (2025)

A Regional Open Space Strategy to 2025 will be developed. This strategy will be owned and monitored by the Wellington Regional Strategy Committee. The strategy aims to:

- Identify and recognise the scale, role, function and values of a regional open space network
- Develop a list of opportunities and priorities to better integrate and link the regional open spaces network in the future (management, planning, accessibility and public awareness)
- Promote the sharing of resources and collaboration across agencies in the management of open spaces across Wellington region (to assist with management, planning)
- Assist in promoting, educating, raising awareness of open spaces, accessibility and opportunities (for public use)
- Develop a programme of action - short-term (1 year), medium-term (2-3 years) and long-term (3-5 years)
- Establish a regional open space steering group to oversee the implementation of the strategy
- Develop a review process to monitor the successful implementation of the Wellington Regional Open Space Strategy
- Require all partner organisations open space strategies to take into account the vision and outcomes of the regional open space strategy

9. Open space work-stream development process and timeline

The work-streams have been broken into two phases. The indicative timeline is below.

Phase 1:

By 30 June 2009:

Development of a Wellington Regional Open Space Strategy to 2025

Phase 2:

By 31 October 2009:

Investigate the development of a regional portal for public open space – to promote, educate, raise awareness of open spaces, accessibility and opportunities and promote quality of life (for public use). Date of establishment of portal to be determined as part of Phase 2 workstream.

See **Attachment 1** for proposed work-plan.

In order to develop a Wellington Regional Open Space Strategy, the working group will:

1. Develop a stocktake (2009) of current regional open space types, current policy, future policy/strategy, land ownership and an accompanying map of land categorised as open space across the Wellington Region
2. Agree on the definition for open space to which this project will be based on
3. Achieve regional agreement on the vision for a regional open space network
4. Achieve regional agreement on the outcomes of this project
5. Develop a common way of classifying regional open space recognising the scale, type, purpose and values of existing open spaces - this will provide a conceptual framework in order to analyse future opportunities to enhance the regional open space network.
6. Research the opportunities and barriers to cross-agency service level agreements, MoU's for management and maintenance of public open spaces, jointly run programmes, complimentary services, and acquisition and disposal criteria.
7. Address gaps in agency GIS databases so they can refer to other cities/ districts in their planning
8. Identify gaps, opportunities and options to improve the current state of the network in the Wellington region.
9. Investigate the development of a regional portal for public open space – to promote, educate, raise awareness of open spaces, accessibility and opportunities and promote quality of life (for public use)

10. Status quo baseline information

1. Current regional network of open spaces – map showing agency, level of protection (2008)
2. Stocktake of current plans, strategies, levels of protection, future approaches across all key stakeholders (2008)

3. Greater Wellington Regional Council Parks Department review 2008/09: community values survey on the role of regional council owned and managed open spaces (due February/March 2009)

11. Confidentiality

Where issues of confidentiality arise, all members of the Open Spaces working group will take due care in not disseminating matters relating to the group.

12. Adopted by

WRS OPEN SPACE WORKING GROUP

27th February 2009

Attachment 1 – Proposed work-plan for working group

It is proposed to run one meeting and four, 3 hour workshops in order to progress the workstreams. An agenda for each meeting/workshop will be developed.

Meeting 1:

3rd February 2009 (2.30pm-4.30pm)

1. Agree on the definition for open space to which this project will be based on
2. Achieve regional agreement on the vision for a regional open space network
3. Achieve regional agreement on the outcomes of this project
4. Develop a common way classifying regional open space recognising the scale, type, purpose and values of existing open spaces - this may be through a matrix (to provide a conceptual framework of what we have and have not got, in order to analyse future opportunities to enhance the regional open space network)

Workshop 1:

25th February 2009 (2.30pm-5.00pm)

1. Confirm proposed classification system for regional open spaces / terms of reference
2. Discuss the opportunities and barriers to cross-agency service level agreements, MoU's or other informal agreements, ways to share resources/information for management and maintenance of public open spaces, jointly run programmes, complimentary services, and acquisition and disposal criteria.

Workshop 2:

25th March 2009 (2.30pm-5.00pm)

1. QEII presentation by Maitland Manning and discussion on how agencies better integrate with QEII Trust
2. Discuss testing of matrix – issues, refinements – GIS regional group meeting 8 April
3. Develop a list of ways to promote the sharing of resources and collaboration across agencies in the management of open spaces across Wellington region (to assist with management, planning)
4. Discuss the merits of a regional portal for public open space, and develop a set of principles to guide the development of this resource

Workshop 3:

22nd April 2009 (2.30pm-5.00pm)

1. Develop draft actions and priorities for the regional open space strategy
 - a. Utilising the regional open space matrix, identify future requirements, gaps, opportunities and options in order to improve the current state of the open space network in the Wellington region to meet the 2025 vision – what do we need, who should provide it, who pays, who benefits, what scale, type, activity?
 - b. Cross agency management/administration opportunities
2. Agree on a procedure for the review of the regional open space strategy

(May-June 2009) – Drafting Wellington Regional Open Space Strategy – WRS office in conjunction with working group

While the group may not formally meet during this time, it is anticipated that some peer review and comment of the strategy as it is written will be provided throughout this time (June 2009). A draft strategy will need to be ready by the end of May 2009, with time for review and comments by the working group in early-mid June.

Other meetings

Late May to discuss progress with draft strategy

Late June to finalise the strategy

Dates will be circulated closer to the time.

Early July 2009 (date TBC): Workshop to progress the development of a website portal