

**School of Government**

**MAPP 528 LOCAL GOVERNMENT**

**Trimester 1 2006**

**COURSE OUTLINE**

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**Contact Details**

**Course Co-ordinator:**      **Professor Claudia Scott**  
Room RH 805, Level 8, Rutherford House, Pipitea Campus  
Telephone: (04) 463-5377  
Fax: (04) 463-5454  
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**Other Contributors:**      **Mike Reid**  
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**Administrator:**      **Darren Morgan**  
Room RH 802, Level 8, Rutherford House, Pipitea Campus  
Telephone: (04) 463-5458  
Fax: (04) 463-5454  
Email: [darren.morgan@vuw.ac.nz](mailto:darren.morgan@vuw.ac.nz)

**Module Dates, Times and Location**

**Module One:**                      Friday 24 February 2006                      8.30am-6.00pm

**Module Two:**                      Thursday 13 April 2006                      8.30am-6.00pm

**Module Three:**                      Friday 9 June 2006                      8.30am-6.00pm

**Location:**                      Classes will normally be held on the Pipitea Campus and you will be advised of your classroom one week prior to each module by email.

## **Course Overview**

This course examines strategic policy and planning in a community setting, drawing on local and international experience. Emphasis is given to different concepts of local governance and to the roles of and relationships among central and local government, the private sector, Maori and various stakeholder groups.

## **Course Content**

This course will identify and discuss trends, issues, challenges and opportunities with respect to strategic policy and in New Zealand and overseas, and assess the potential for the LGA 2002 to add value to communities by enhancing the ability of local governments to contribute services and activities which enhance the economic, social, environmental and cultural outcomes for local communities.

The course aims to help participants:

- Enhance their understanding of normative theories and frameworks surrounding local government system design with respect to the role and function, structure and financing arrangements for local government;
- Understand some of issues and challenges facing local governments in different country contexts, including opportunities for stronger local governance;
- Appreciate the merits and demerits of joined-up, whole-of-government approaches to policy developments involving local governments;
- Know the key features, strengths and limitations of different approaches to strategic planning in community settings;
- Understand the history and evolution of strategic policy and planning for local governments and the significance of the LGA 2002 for local government, strategy and communities;
- Analyse and reflect upon alternative policy, management and strategic directions for local government, and assess existing and alternative approaches to local governance in international and local contexts.

## **Readings**

A book of course readings will be provided and, in addition, a copy of the Local Government Know How Guide: The Local Government Act: An Overview. Further articles will be distributed as the course progresses.

## **Course Structure**

### **Module One**

- Local governance: an international perspective
- The Political rationale for local governance
- Market and Government Failure in Local Government
- The New Local Government Act

Please read the first 11 Readings for the first session. We suggest that you skim them all, before setting out to read them properly.

### **Module Two**

- Normative Frameworks for Local Government
- Strategic Planning in Local Government
- The Development of Community Plans
- Lessons and Experiences with Community Plans

### **Module Three**

- Student Presentation of Case Studies
- Alternative Models of Community Governance
- Challenges and Opportunities for Local Governments

## **Assessment Requirements**

- One essay (35%)
- A 4000-word case study (50%)
- Presentation and class participation (15%)

Further details about the assignments will be provided in class.

**Please send / hand-in ALL assignments (unless instructed otherwise by the course coordinator) to:**

Francine McGee,  
School of Government,  
Victoria University of Wellington,  
Level 8 Reception,  
Rutherford House,  
23 Lambton Quay,  
P.O. Box 600,  
Wellington.  
Email: [francine.mcgee@vuw.ac.nz](mailto:francine.mcgee@vuw.ac.nz)

## **Students should keep a copy of all submitted work.**

ANZSOG candidates taking this course as an elective should note that they take it for 24 points, and not 15 points. Accordingly, the learning outcomes to be achieved by ANZSOG candidates are wider and deeper than those expected for non-ANZSOG candidates. The content of those learning outcomes, and the means whereby they will be assessed, will be negotiated and confirmed with the course co-ordinator at the start of the course.

## **Penalties**

The ability to plan for and meet deadlines is a core competency of both advanced study and public management. Failure to meet deadlines disrupts course planning and is unfair on students who do submit their work on time. It is expected therefore that you will complete and hand in assignments by the due date. Marks will be deducted at the rate of five for every working day by which the assignment is late (weekends and public holidays excluded) and no assignments will be accepted after five working days beyond the date they are due. For out of town students, two calendar days' grace is given to allow for time in the post. Electronic versions of assignments may be submitted by email but should be followed by a hard copy.

If ill-health, family bereavement or other personal emergencies prevent you from meeting the deadline for submitting a piece of written work or from attending class to make a presentation, you can apply for and may be granted an extension to the due date. You should let your course co-ordinator know as soon as possible in advance of the deadline if you are seeking an extension.

## **Communication of Additional Information**

Additional information will be communicated in class or by email.

## **Faculty of Commerce and Administration Offices**

### **Railway West Wing (RWW) - FCA Student Administration Office**

The Student Administration Office is located on the ground and first floors of the Railway West Wing. The ground floor counter is the first point of contact for general enquiries and FCA forms. Student Administration Advisers are available to discuss course status and give further advice about FCA qualifications. To check for opening hours, call the office on (04) 463-5376.

### **Easterfield (EA) - FCA/Law Kelburn Office**

The Kelburn Campus Office for the Faculties of Commerce & Administration and Law is situated in the Easterfield Building - it includes the ground floor reception desk (EA 005) and offices EA 125a to EA 131 (Level 1). The office is available for the following:

- Duty tutors for student contact and advice;
- Information concerning administrative and academic matters;
- FCA Student Administration forms (e.g. application for academic transcripts, requests for degree audit, COP requests);
- Examinations-related information during the examination period.

Check with the Student Administration Office for opening times on (04) 463-5376.

## **General University Policies and Statutes**

Students should familiarise themselves with the University's policies and statutes, particularly those regarding assessment and course of study requirements, and formal academic grievance procedures.

## **Student Conduct and Staff Conduct**

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps can be taken if there is a complaint. For queries about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor. This Statute is available in the Faculty Student Administration Office or on the website at: [www.vuw.ac.nz/policy/StudentConduct](http://www.vuw.ac.nz/policy/StudentConduct).

The policy on Staff Conduct can be found on the VUW website at: [www.vuw.ac.nz/policy/StaffConduct](http://www.vuw.ac.nz/policy/StaffConduct).

## **Academic Grievances**

If you have any academic problems with your course, you should talk to the tutor or lecturer concerned or, if you are not satisfied with the result of that meeting, see the Head of School or the Associate Dean (Students) of your Faculty. Class representatives are available to assist you with this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievances Policy, which is published on the VUW website: [www.vuw.ac.nz/policy/AcademicGrievances](http://www.vuw.ac.nz/policy/AcademicGrievances).

## **Academic Integrity and Plagiarism**

Academic integrity is about honesty – put simply it means no cheating. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. Plagiarism is prohibited at Victoria.

The University defines plagiarism as follows:

Plagiarism is presenting someone else's work as if it were your own, whether you mean to or not.

*'Someone else's work' means anything that is not your own idea, even if it is presented in your own style. It includes material from books, journals or any other printed source, the work of other students or staff, information from the Internet, software programmes and other electronic material, designs and ideas. It also includes the organization or structuring of any such material.*

***Plagiarism is not worth the risk.***

Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct ([www.vuw.ac.nz/policy/studentconduct](http://www.vuw.ac.nz/policy/studentconduct)) and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- An oral or written warning;
- Suspension from class or university;
- Cancellation of your mark for an assessment or a fail grade for the course.

*Find out more about plagiarism, and how to avoid it, on the University's website at: [www.vuw.ac.nz/home/studying/plagiarism.html](http://www.vuw.ac.nz/home/studying/plagiarism.html).*

## **Students with Disabilities**

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities an equal opportunity with all

other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials, or in meeting the course requirements, then please contact the Course Co-ordinator as early in the course as possible. Alternatively, you may wish to approach a Student Adviser from Disability Support Services to confidentially discuss your individual needs and the options and support that are available. Disability Support Services are located on Level 1, Robert Stout Building, or phoning (04) 463-6070, email: [disability@vuw.ac.nz](mailto:disability@vuw.ac.nz). The name of your School's Disability Liaison Person can be obtained from the Administrative Assistant or the School Prospectus.

## **Student Support**

Staff at Victoria want students' learning experiences at the University to be positive. If your academic progress is causing you concern, please contact the relevant Course Co-ordinator, or Associate Dean who will either help you directly, or put you in contact with someone who can.

The Student Services Group is also available to provide a variety of support and services. Find out more at [www.vuw.ac.nz/st\\_services/](http://www.vuw.ac.nz/st_services/) or email [student-services@vuw.ac.nz](mailto:student-services@vuw.ac.nz).

VUWSA employs two Education Co-ordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office is located on the ground floor, Student Union Building, phone (04) 463-6983 or (04) 463-6984, email [education@vuwsa.org.nz](mailto:education@vuwsa.org.nz).

## **Manaaki Pihipihinga Maori and Pacific Mentoring programme (Faculties of Humanities and Social sciences and Commerce and Administration)**

- **What:** Academic Mentoring for Maori and Pacific students studying at all levels in the above faculties. Weekly sessions for an hour with a mentor to go over assignments and any questions from tutorials or lectures. Registered students can use the faculty's study rooms and computer suite, at any time, at Kelburn and Pipitea.
- Mature student and Post grad network

If you would like to register as a mentor or mentee, please contact the co-ordinator.

### **Where:**

Melissa Dunlop  
Programme Co-ordinator  
Room 109 D  
14 Kelburn Parade: back courtyard  
Phone: (04) 463-6015  
Email: [Maori-Pacific-Mentoring@vuw.ac.nz](mailto:Maori-Pacific-Mentoring@vuw.ac.nz)

Please Note: A mentoring room will also be running at Pipitea Campus starting January. Please contact the Programme Co-ordinator for details.