

**AGENDA FOR A MEETING OF THE CULTURE AND COMMUNITY COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBER AT WAITAKERE CENTRAL,
6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,
ON WEDNESDAY, 8 APRIL 2009
COMMENCING AT 9.30 AM**

TABLE OF CONTENTS

<u>ITEM</u>		<u>PAGE NO.</u>
1	APOLOGIES	1
2	URGENT BUSINESS	1
3	CONFLICTS OF INTEREST	1
4	CONFIRMATION OF MINUTES	1
5	PRESENTATION - WAITAKERE YOUTH TRANSITIONS SERVICE	2
6	LEISURE FACILITY PARTNERSHIP FUND 2008/2009 REMAINING FUNDS	2
7	WAITAKERE REGIONAL HOCKEY TURF TRUST UPDATE	10
8	BUSINESS CASE FOR RADIO FREQUENCY IDENTIFICATION IMPLEMENTATION	13
9	COMMUNITY WAITAKERE UPDATE	13
10	LOPDELL HOUSE SOCIETY - SIX MONTHLY REPORT (JULY TO DECEMBER 2008)	13
11	PETER SAUERBIER COLLECTION - PROJECT UPDATE	13

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1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) 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 Committee by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee may make a decision on a matter determined to be urgent.

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



3 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have. This note is provided as a reminder to members to check that no such conflicts arise in relation to any items on this agenda.



4 CONFIRMATION OF MINUTES

Meeting Minutes - Wednesday, 11 February 2009

RECOMMENDATION

It is recommended that the Culture and Community Committee resolve to:

Receive the minutes of the meeting of the Culture and Community Committee held on Wednesday, 11 February 2009, as circulated, and that they be taken as read and now be confirmed.



5 PRESENTATION - WAITAKERE YOUTH TRANSITIONS SERVICE

Programme Manager Youth Horizons Trust, Makerita Siaoisi, and Personal Advisors, Averil Pikia and Siaoisi Kailahi, will give the Culture and Community Committee an overview of the services provided by their organisation and some of the issues that present.

Youth Horizons Trust is contracted through the Ministry of Social Development (Work and Income) to provide the Youth Transitions Service in Waitakere. Representatives from Council, the Ministry of Social Development and Youth Horizons Trust form the Governance Advisory Group for the Youth Transitions Service.

The Waitakere Youth Transitions Service has been operating since 2004. It was introduced by central government in collaboration with the Mayors Taskforce for Jobs. The core objectives of the Waitakere Youth Transition Services are to support young people (15-19 year olds), who are at risk of entering a prolonged period of inactivity, to undertake further education, training or work, or other activities that contribute to their long-term economic independence and wellbeing.



6 LEISURE FACILITY PARTNERSHIP FUND 2008/2009 REMAINING FUNDS

GLOSSARY

Leisure Facility Partnership Fund	(LFPF)
Leisure Facility Partnership Fund Review Group	(the Review Group)
Quadruple bottom line	(QBL)
ASB Community Trust	(ASB)
Green Bay High School	(Green Bay)
Ken Maunder Park Community Trust	(Ken Maunder Trust)
The Portage Licensing Trust	(Portage)

EXECUTIVE SUMMARY

The purpose of this report is to seek a decision from the Culture and Community Committee regarding the remaining \$328,000 of the Leisure Facility Partnership Fund 2008/2009 (LFPF). The Leisure Facility Partnership Fund Review Group (the Review Group) have requested and assessed information from each of the existing LFPF projects regarding the current status of their particular project.

Information has been included in a Quadruple Bottom Line (QBL) assessment which is detailed in this report. The QBL clearly demonstrates the substantial benefits of option three - allocating the remaining \$328,000 to the existing LFPF projects and it is this option that the Review Group are recommending. Furthermore, the Review Group has recommended the amount is allocated in the following manner:

- Green Bay High School - \$160,000;
- Marina View Primary - \$120,000; and
- Waitakere College - \$48,000 (to install floodlighting).

RECOMMENDATIONS

It is recommended that the Culture and Community Committee resolve to:

1. **Receive** the Leisure Facility Partnership Fund 2008/2009 Remaining Funds report.
2. **Agree** to option 3 - investing the remaining \$328,000 from the Leisure Facility Partnership Fund 2008/2009 into existing Leisure Facility Partnership Fund projects to enable them to be completed.
3. **Approve** allocation of the remaining \$328,000 from the Leisure Facility Partnership Fund 2008/2009 into the following projects subject to the applicants meeting the same criteria and conditions that were set for their original funding allocation and any new conditions set by the Leisure Facility Partnership Fund Review Group:
 - Green Bay High School - \$160,000;
 - Marina View Primary - \$120,000; and
 - Waitakere College - \$48,000 (to install floodlighting).

BACKGROUND

1. The purpose of the LFPF is to enable the Council to strategically direct capital development assistance to community leisure and sporting projects. The LFPF is for projects that provide facilities for community use and funding is only available for capital development projects (new facilities and expanding/refurbishing existing facilities) and specifically excludes debt servicing, annual maintenance, Council owned assets and operational funding.
2. Since the LFPF inception in 2006/2007 Council have funded four projects each to the value of \$250,000 each. Currently none of these projects have been completed.
3. An amount of \$528,000 was available in the 2008/2009 LFPF. At the Culture and Community Committee meeting held on 11 February 2009, it was approved that the Sunnyvale Primary School project was to progress to stage three of the LFPF and allocated \$200,000 to the project. This left \$328,000 of the available funds unallocated.
4. At the February 2009 meeting of the Culture and Community Committee, the following resolution was passed allowing Council officers to investigate the options for the remaining LFPF 2008/2009 including looking at investing it back into existing LFPF projects.

“The Culture and Community Committee resolved to:

3. ***Approve** the investigation of options for the remaining \$328,000 of the Leisure Facility Partnership Fund 2008/2009 with one option being further investment into existing Leisure Facility Partnership Fund projects, and that this is reported back to the Culture and Community Committee by May 2009.”*

107/2009

DECISION MAKING

Issues

5. A decision is required for the use of the remaining \$328,000 that has not been allocated from the LFPF 2008/2009. The options for the use of the funds are identified and assessed below.

Options Identified

Option 1 - Carry forward

6. There is currently no funding in the draft Long Term Council Community Plan 2009-2019 for the LFPF in 2009/2010. Carrying the amount forward would enable Council to continue to offer a limited level of financial support to a community partnership project. Council officers are not aware of any projects planned for next year and if they were, are unsure if they could go ahead in the current economic climate particularly with the ASB Community Trust (ASB) suspending their Major Capital project fund indefinitely.

Option 2 - Put up as savings

7. The remaining amount can be put up as savings which may be prudent in this economic environment. This option has obvious financial benefits for the Council, however; this needs to be assessed against the social, cultural and economic benefits possible through the completion of up to four major community projects in the coming year.

Option 3 - Invest into existing project(s)

8. The four existing LFPF applicants (who are detailed below) were asked to provide Council officers with some specific information on the status of their particular project. Applicants were asked to provide specific information on exactly how much funding was required to complete their project. If the applicant required more funding they were asked to:
 - ensure they had reduced the scope sufficiently in order to meet the applicants needs and community needs; and
 - explored all funding avenues to raise the required funds.
9. Each applicant has some level of shortfall which was delaying the progress of the project. The reasons for these shortfalls were largely due to unforeseen circumstances from when Council first allocated funding. This included things such as the changes in funding agencies' strategic priorities, the changes in the economic climate, and the escalating building costs. Below is a summary of each project and the details behind their shortfall.

Green Bay High School (Green Bay) - Auditorium

10. The latest Quantity Surveyors estimates for the Green Bay Auditorium came out at \$2,033,000 which was \$533,000 more than their original estimate outlined in their LFPF application. The main reason for this was that the engineering reports showed that major structural work was needed to the roof of the existing auditorium if it were to be upgraded as planned. This meant the cost of upgrading the existing auditorium worked out to be similar to building a completely new structure. Green Bay chose to build a new auditorium and use the existing auditorium as a rehearsal space/green room, therefore increasing the facilities available to the community.

11. Green Bay secured funding from Portage Licensing Trust (Portage) (\$300,000) and the ASB (\$224,000) to add to Council's contribution of \$250,000 and planned to contribute \$500,000 themselves. Green Bay approached the Lotteries Commission however were unsuccessful, which left a shortfall of \$759,000. When Council approached Green Bay and asked them to seriously look at their project, they committed a further \$150,000 of their own funding and reduced the project scope by \$425,800. This leaves a shortfall of \$183,200 to complete the project with all funding avenues explored.
12. Green Bay has applied for Resource Consent and if the shortfall is funded construction can start by mid to late 2009.

Ken Maunder Park Community Trust (Ken Maunder Trust) - Indoor Training Facility

13. The latest project cost has come in at \$725,000. This is down from the initial estimate of \$1,200,000 in their LFPF application. The main reason for this is that the Ken Maunder Trust is currently working with Council's Parks Assets unit to incorporate new public toilets into the construction of the facility which reduces the overall costs of the project. This does not include the cricket clubroom upgrade which has been considered part of the project to date, but not an essential facility for the community so therefore has not been considered for this extra funding. The value of the cricket club upgrade is estimated to be \$500,000.
14. The Ken Maunder Trust has secured funding from the Lotteries Commission (\$250,000) to add to Council's contribution of \$250,000. The Ken Maunder Trust themselves have put in \$25,000 and believe they can raise a further \$100,000 from the likes of the Southern Trust, Lion Foundation, etc. This leaves a shortfall of \$100,000 which they have applied to Council for. Portage has indicated that they will support the project however the Ken Maunder Trust would prefer to use any funding they receive from Portage to go towards the clubroom upgrade. Depending on the timing of the clubroom upgrade they may also be able to apply to the ASB for support.
15. The Ken Maunder Trust has received Resource Consent and construction of the indoor training facility is planned to begin in late 2009 to link in with Parks Assets.

Marina View School - Gymnasium

16. This project involves the construction of a gymnasium and became involved in the LFPF process in 2007/2008. The original project cost was \$1,793,000, however this was able to be reduced to \$1,563,000. This reduction was achieved by sacrificing non-essential aspects of the facility such as ceiling tiles and by choosing the more affordable construction materials. As well as the reduction in project scope and cost, Marina View School also allocated an extra \$350,000 of their own funding to the project in addition to their original \$800,000. This is a significant proportion of the project cost.
17. Marina View School was unsuccessful in their application to both the Waitakere Licensing Trust and ASB. The only unexplored funding option is the Lotteries Commission however the closing date of this fund would delay their project, which they would like to start in late 2009 and there is no guarantee that Lotteries would fund this particular project. They are in the process of applying for Resource Consent. Their current shortfall is \$150,000.

18. Marina View School is currently putting together an application for Resource Consent and if granted and the shortfall is funded, construction is expected to start late in 2009.

Waitakere College - All Weather Training Facility

19. This project involves the construction of a covered all weather surface and became involved in the LFPF process in 2007/2008. The original project cost was \$690,000 however this was able to be reduced to \$644,000. This reduction was achieved by removing non-essential aspects of the project. Waitakere College has allocated \$170,000 towards the turf directly, however amenities that will serve this facility included as part of a total \$2,280,000 upgrade and extension of the existing gymnasium and facilities which is being funded by the school.
20. Waitakere College was also unsuccessful in their application to both the Waitakere Licensing Trust and ASB. An application has not been made to Lotteries however discussions between them indicate an application would be unsuccessful. Their current shortfall is \$224,000 however this involves roofing the facility. If the facility was floodlit instead of covered and lit, the Review Group believes the community need would still be met. The cost of lighting the facility is estimated to be approximately \$60,000.
21. Waitakere College have already started work on the larger upgrade of the existing Gymnasium and are looking to start work on the all weather training facility within the next few months. They plan to put the foundations in place to allow the facility to be covered at a later date if funding is not secured immediately.
22. Below is a table summarising each project and their estimated shortfall. Further discussions took place with the applicants to determine if there was some flexibility in the shortfall figure given to enable the greatest number of projects to benefit from the funding available. The minimum requirement outlined in table 1 is the amount agreed upon with the applicant given some savings may be found through the tendering process or amount set aside for contingencies.

Applicant - (year received LFPF funding)	Green Bay High (2006/2007)	Ken Maunder Trust (2006/2007)	Marina View School (2007/2008)	Waitakere College (2007/2008)
Original project scope (as per LFPF application)	\$2,033,000	\$1,250,000 (does not include clubroom upgrade)	\$1,793,000	\$690,000 (does not include upgrade of gymnasium on toilet/changing facilities)
Revised total to meet applicants and community needs	\$1,600,000	\$725,000 (excludes Parks contribution to changing rooms and Public toilets)	\$1,563,000	\$644,000
Applicants original contribution	\$500,000	\$200,000	\$800,000	\$170,000
Applicants revised	\$650,000	\$25,000	\$1,150,000	\$170,000

Applicant - (year received LFPF funding)	Green Bay High (2006/2007)	Ken Maunder Trust (2006/2007)	Marina View School (2007/2008)	Waitakere College (2007/2008)
contribution	(+\$150,000)		(+ 350,000)	
WCC LFPF contribution	\$250,000	\$250,000	\$250,000	\$250,000
Other funders confirmed contribution	Portage - \$300,000 ASB – \$224,000	Lotteries - \$250,000	\$0	\$0
Possible other funding	No	Yes Portage Lion Foundation Southern Trust	Yes Lotteries	Yes Lotteries
Shortfall	\$183,000	\$100,000	\$150,000	\$224,000
Minimum required (After discussion)	\$160,000	\$100,000	\$120,000	\$48,000

Table 1: Summary of the existing stage three LFPF projects and the shortfall

Assessment of Options

23. The Review Group undertook a QBL assessment on the three options which is detailed in the table 2 below.

		Social	Economic	Environment	Cultural
Option 1 - Carry Forward	Disadvantages	The community misses out on the completion of various community projects that meet a need in the community	Up to four capital projects to the value of \$4.5 million are at risk of going ahead	There are no environmental disadvantages	The community would miss out on facilities that can be used for cultural performances and activities
	Advantages	New community projects in the future can be supported	Funding is available for future leisure capital projects	The impact of the construction of the various facilities on the environment is reduced	New community projects in the future can be supported
Option 2 - Put up for Savings	Disadvantages	The community misses out on the completion of various community projects that meet a need in the community	Up to four capital projects to the value of \$4.5 million are at risk of going ahead.	There are no environmental disadvantages to carrying the funding forward	The community would miss out on facilities that can be used for cultural performances and activities

		Social	Economic	Environment	Cultural
	Advantages	Any savings can reduce the rates impact on residents in the upcoming year	These funds can be used to decrease the rates or fund other high priority projects that may not currently go ahead	The impact of the construction of the various facilities on the environment is reduced	There are no cultural advantages for putting the funds up for saving
Option 3 - Invest into existing project(s)	Disadvantages	Funding is not available for new leisure community projects in the new financial year	Funds can't be used to reduce the rates pressure or fund other high priority projects	Up to four new capital projects could go ahead which would have an some impact on the environment	The funds may not be used for other facilities in the future that could host cultural activities
	Advantages	Up to four facilities can be completed all of which are required to have substantial community access	By investing the \$328,000 into existing projects means over \$4.5 million worth of capital projects will go ahead this year. These four projects will support jobs and stimulate the economy in Waitakere	Each facility is required to incorporate sustainable building principles into their design and construction	Each of the facilities is required to be accessible to the community and open for a wide range of activities including cultural leisure activities

Table 2 - QBL of three options for use of remaining LFPF funding

Preferred Option

24. The Review Group recommends option three - allocating the remaining \$328,000 to the existing LFPF projects. Each of the projects has been delayed due to unforeseen circumstances but are close to raising sufficient funds to be completed. Each of these projects have already committed and spent a large amount of funding in design and consent works. These projects have already been through the process which clearly identifies the need and community benefit. Without the additional funding the projects will either be unable to progress, be delayed significantly or have to be reduced in scope which will jeopardise the community use of the facility. Council has already committed \$1 million into the four existing projects.
25. As outlined in the QBL the economic and social benefit of funding the shortfall of some or all of these projects is substantial. If these projects were to go ahead this year it would help to stimulate the economy in Waitakere and provide a number of jobs for Waitakere residents in an industry that is struggling at present. It would also provide local community access to new low cost facilities to participate in leisure activities with friends, family and their local community.
26. The Review Group ranked the existing projects in terms of the most in need of the funding to complete a facility that would meet both the applicants and communities needs. Below is the list of rankings from highest to lowest.
 - Green Bay High School;
 - Marina View Primary;
 - Waitakere College; and
 - Ken Maunder Park Community Trust.

27. The Review Group felt that although there was community benefit to covering the all weather training facility at Waitakere College was not essential, however it needs to have floodlighting to enable teams to train on it at night when fields are closed. The Review Group felt that a contribution toward this floodlighting was an option should Waitakere College be in a position to contribute the difference. Waitakere College has agreed to this.
28. The Review Group also felt that if required the funding anticipated from Portage by the Ken Maunder Trust could be used to complete the Indoor Training Facility as the clubrooms upgrade was not essential for community use and could be completed later.
29. In discussion with each applicants, as mentioned earlier, there was some flexibility in their shortfall figure and therefore the Review Group are recommending the following allocation of funding which enable three project to go ahead:
 - Green Bay High School - \$160,000;
 - Marina View Primary - \$120,000; and
 - Waitakere College - \$48,000 (to install floodlighting).

STRATEGIC CONTEXT

30. Through the Strong Communities strategic platform, the Council outlines its commitment to undertaking initiatives that will contribute to making Waitakere a safe, informed and healthy place to live and to improving local leisure and recreation opportunities and choices. Through adoption of First Call for Children, the Council has also stated its commitment to proactively supporting children, young people and their families in Waitakere. Direct financial assistance to organisations providing recreation facilities and activities assist the Council's commitment to these policies.
31. Waitakere is one of the least active cities in New Zealand. New facilities create more opportunities for residents to participate in sport and or physical activity and will complement the initiatives being implemented through the Active Waitakere 'Move It Waitakere' Action Plan.

CONSULTATION

32. Internal consultation occurred as the Review Group consists of Council officers from Leisure, Parks Planning, Parks Assets and Public Affairs. The Sport Development Manager from Sport Waitakere is the external representative on the group.

RESOURCES

33. The LFPF had \$528,000 set aside by Council in the Annual Plan 2008/2009. This report investigates the options for the remaining \$328,000 which was unallocated to stage three applicants. Other resources for the LFPF include dedicated officer time to review and assess the applications and assist and direct the organisations with the gathering of information.
34. The LFPF is envisioned to require 30% of the Recreation Partnership Projects Leader's budgeted time.

IMPLEMENTATION ISSUES

35. It is important that the Council continues working closely with the applicants whether or not any applicants receive additional investment.

Report prepared by: Paul Edwards, Recreation Partnership Projects Leader.



7 WAITAKERE REGIONAL HOCKEY TURF TRUST UPDATE

GLOSSARY

Waitakere Regional Hockey Turf Trust	(the Hockey Trust)
Full sized artificial hockey turf and pavilion	(Hockey Facilities)
Henderson High School	(the School)
Hockey Facility Project - Update of Regional Turf and Pavilion at Henderson High School	(the Report)
Ministry of Education	(MOE)
Heads of Agreement	(HOA)
Memorandum of Understanding	(MOU)

EXECUTIVE SUMMARY

The purpose of this report is to update the Culture and Community Committee on the progress of the Waitakere Regional Hockey Turf Trust (the Hockey Trust) in developing a full sized artificial hockey turf and pavilion (Hockey Facilities) at Henderson High School (the School).

The Hockey Trust was setup in October 2008 and has been working with Council officers and the Ministry of Education (MOE) to develop all the legal documents required to develop the Hockey Facilities at the School. Concept designs and preliminary costings are sorted and the Hockey Trust will present these to Council in May 2009.

A Heads of Agreement (HOA) document is being recommended to replace a number of Memorandum of Understandings (MOU) which were originally proposed to outline, amongst other things, the obligations of the various stakeholders.

RECOMMENDATIONS

It is recommended that the Culture and Community Committee resolve to:

1. **Receive** the Waitakere Regional Hockey Turf Trust Update report.
2. **Agree** that pursuant to Standing Order 27.18 resolution number 3467/2007

“2 *That delegation be given to the Chief Executive Officer to enter into a Memorandum of Understanding with Henderson High School setting out, among other things, the obligations of Henderson High School in respect of funding provided by Council, community outcomes and community objectives desired by Council, and the skills required of trustees to construct and operate a full wet regional size hockey turf and pavilion at Henderson High School.*

- 3 *That delegation be given to the Chief Executive Officer to enter into a Memorandum of Understanding with Henderson High School and one of the hockey associations setting out the project process and desired outcomes regarding support for the project from the association.”*

be revoked and replaced with the following:

3. **Agree** the Chief Executive Officer be delegated authority to enter into a Heads of Agreement between the Henderson High School Board of Trustees, Waitakere Regional Hockey Turf Trust and the Ministry of Education setting out, among other things, the obligation of all parties in respect to funding, community outcomes, the skills of the trustees and the management of the full size hockey turf and pavilion at Henderson High School.

BACKGROUND

1. In 2002 the Auckland Hockey Association Facilities Strategy identified a critical gap in the artificial hockey turfs in Waitakere.
2. At the City Development Committee meeting in December 2002 it was agreed to investigate the feasibility of developing an artificial hockey turf in Waitakere. The following resolution was passed:

“2 *That an investigation be undertaken that will research the appropriate site having regard to more even distribution of sports fields and facilities across the City, appropriate management structure and an estimate of costs and potential funding sources to develop an artificial hockey turf in Waitakere City”.*

3524/2002

3. Council undertook a feasibility study exploring potential locations both on park/reserve land and other sites. Three possible locations were presented to the February 2005 City Development Committee meeting. These locations were Henderson High School, Waitakere College, and Te Atatu South Park. Council’s August 2005 City Development Committee resolved:

“2 *That Council officers report back to the City Development Committee in September 2005 with the evaluations of Henderson High School and Waitakere College proposals to develop an artificial hockey turf at their school.”*

1422/2005

4. In September 2005 the City Development Committee recommended to the Long Term Council Community Plan and Annual Plan Special Committee to allocate \$1.885 million for Hockey Facilities at the School based on an in-depth analysis and evaluation of the three possible sites.
5. A report was presented to the City Development Committee on 6 September 2007 titled “Hockey Facility Project - Update of Regional Turf and Pavilion at Henderson High School” (the Report). The Report outlined the various documents required between the School, the Council, the Hockey Trust and the MOE before any work could begin. They included a Hockey Trust Deed, HOA, Licence to Construct and Lease. The Report also made the following conclusions:
- That the School is responsible for forming the Hockey Trust including the appointment of the trustees;

- That the Council will enter into a MOU with the School setting out, among other things, the obligations of the School in respect of funding provided by Council, community outcomes and community objectives desired by Council, and the skills required of trustees to construct and operate the Hockey Facilities;
 - That the Council will enter into a contractual arrangement with the Trust in respect of the Council's funding requirements, community outcomes and expected community access, and will require the Hockey Trust to prepare a business plan for construction and operation; and
 - That a strategic plan is prepared for hockey in Waitakere by Sport Waitakere to assess which association would provide most benefit to the strategic direction of hockey in Waitakere and discussions will commence with that association in order to develop a MOU and a licence agreement once the turf is constructed between the Hockey Trust and the Auckland Hockey Association.
6. The following resolutions were passed at the September 2007 City Development Committee meeting:

- “2. *That delegation be given to the Chief Executive Officer to enter into a Memorandum of Understanding with Henderson High School setting out, among other things, the obligations of Henderson High School in respect of funding provided by Council, community outcomes and community objectives desired by Council, and the skills required of trustees to construct and operate a full wet regional size hockey turf and pavilion at Henderson High School.*
3. *That delegation be given to the Chief Executive Officer to enter into a Memorandum of Understanding with Henderson High School and one of the hockey associations setting out the project process and desired outcomes regarding support for the project from the association.*
4. *That delegation be given to the Chief Executive Officer to enter into a funding agreement with the Trust to be formed by Henderson High School, subject to the Trust securing funding from funding agencies to construct the hockey turf referred to in resolution 2 above and on terms including, among other things, service levels specified by Council, and requirements for community outcomes and community objectives.”*

3467/2007

DECISION MAKING

Issues

7. Since the September 2007 City Development Committee meeting, the School with the help from Kensington Swan (who agreed to do the legal work on behalf of the School and the Hockey Trust), have developed the majority of the documents outlined in the Report. This has been a lengthy process particularly around the development of the Hockey Trust Deed and HOA with Impact Legal (the MOE's legal consultants) having some stringent requirements around both these documents.

Trust Deed

8. The Hockey Trust was officially established on the October 2008 with the signing of the Trust Deed. The Hockey Trust can be made up of no more than seven and no fewer than five Trustees. As agreed in the Report the School was responsible for the appointment of up to six of these Trustees with no more than half to be made up of members from the School's Board of Trustees, the others to come from the community. NZ Hockey may appoint the other Trustee. The Council has no power of appointment but may have a representative attend all meetings and have speaking rights but no voting rights.
9. The Trustees appointed to the Hockey Trust are as follows:
 - Robert Noakes (School appointed Community Trustee);
 - Grant Chester (School appointed Community Trustee);
 - Peter Coddington (School appointed School Trustee);
 - David Spreadbury (School appointed School Trustee); and
 - Lesley Going (NZ Hockey appointed Trustee).
10. The Hockey Trust is a well balanced Trust with a number of the Trustees having direct experience in the development of artificial hockey turfs. There is provision for up to another two Trustees.
- A1-A19* 11. A copy of the Hockey Trust Deed is attached as pages A1 to A19.

Heads of Agreement

12. Another important document the Hockey Trust has developed is the HOA. Originally it was anticipated that a series of MOU would be developed to formalise the relationships, obligations and commitments between the various parties. In discussion with the key parties (the School, the Hockey Trust, the Council and MOE) it was agreed that one HOA could be used to do this rather than a number of MOU's.
13. The HOA outlines amongst other things:
 - The management of the turf and the Hockey Trust's obligations to the School and Council in regards to meeting community outcomes, entering into an agreement with Auckland Hockey, promoting the Hockey Facilities, etc; and
 - Funding for the facilities including Council expectations of the Hockey Trust to raise all remaining funding to complete the project and the School's contribution to the Hockey Facilities.
14. If approved the HOA would replace the need for an MOU between the Council and the School, and the MOU between the Council, the School and the chosen Hockey Association (as detailed above in resolution 3467/207).
- A20-A44* 15. The HOA is still in draft form and requires final sign off by all parties. A copy of the draft HOA is attached at pages A20 to A44.

Other Documents

16. Kensington Swan have also completed the final draft on behalf of the Hockey Trust, of the Construction Licence, Deed to Lease and License to Occupy all of which are document required by the MOE. The Hockey Trust is in the process of finalising these with the MOE.

Funding Agreement

17. The final document still to be developed is the Funding Agreement between the Council and the Hockey Trust. This agreement is currently being drafted by Council officers in conjunction with Kensington Swan. Council officers are currently working with the Hockey Trust to determine the conditions of the funding agreement and expect to have these confirmed by May 2009.

Hockey in Waitakere

18. In May 2008 Sport Waitakere produced a report for Council titled "Hockey in Waitakere City". The objectives of the project were to focus on the following:
 - To outline best practice and opportunities for the development of hockey in readiness for a new turf at the School;
 - To determine how the development of hockey in Waitakere would align with the Waitakere Sport Development Strategy and the Waitakere Physical Activity and Sport Strategy 2008-2012; and
 - To determine how the development of hockey in Waitakere would align with the strategic direction of either the Auckland Hockey Association or Harbour Hockey Association.
19. The Hockey in Waitakere City report made a number of recommendations around how the Hockey Facility should be used to develop the sport of hockey. The main recommendation was around which Hockey Association the turf should align. Given Auckland Hockey's sub regional focus as opposed to North Harbour centralised focus to hockey delivery, it was recommended that the turf should be aligned with Auckland Hockey. That way competition games are likely to be scheduled at the School rather than just being used for training. By aligning to one particular Association it will enhance the sport's development opportunities and reduce the fragmentation of Hockey in Waitakere.

Options Identified

20. One of the options the Hockey Trust is looking at is a staged approach to the development of Hockey Facilities. This way the turf may be able to be developed in the near future and hockey can start to be played on it, with the pavilion being developed over the coming years as funding becomes available. Some of the existing School facilities could be used in the interim while the pavilion is being completed.
21. The other option is that then Hockey Trust waits to secure all the funding before starting construction. Given the current economic climate that may cause some delay in the development.

Assessment of Options

22. The Hockey Trust is looking at all possible options before presenting a proposal to the Council to consider. The Hockey Trust is currently developing some concept designs and getting some preliminary costings which will form the basis of this proposal.
23. The Hockey Trust is planning on having a presentation at the School in May 2009 when they will outline their proposal, anticipated timeline and vision for the project. All Councillors will be invited to this presentation and more details will be provided closer to the time.

24. The HOA will not be finalised until after the Hockey Trust has presented a proposal to the Council for the development of the Hockey Facilities and it has been accepted. That way the HOA and the Funding Agreement will align with what has been approved by the Council and the funding expectations of all the stakeholders.
25. At this stage the Council has not entered into any formal agreement with either the School or the Hockey Trust for the development of the Hockey Facilities.

STRATEGIC CONTEXT

26. Through the Strong Communities platform, the Council outlines its commitment to undertaking initiatives that will contribute to making Waitakere a safe, informed and healthy place to live and to improving local leisure and recreation opportunities and choices. Through adoption of First Call for Children, the Council has also stated its commitment to proactively supporting children, young people and their families in Waitakere. Direct financial assistance to organisations providing facilities and activities to get people more active, assists the Council's commitment to these policies.
27. Waitakere is one of the least active cities in New Zealand. New facilities create more opportunities for residents to participate in sport and or physical activity and will complement the initiatives being implemented through the Active Waitakere 'Move It Waitakere' Action Plan.
28. Through the Working Together community outcome Council looks to partner with organisations to efficiently utilise our time, people and resources. Partnerships with schools provide an ideal opportunity to share resources and maximise facilities to benefit the community.

CONSULTATION

29. Leisure Services have consulted with Council's Legal Services unit in the development of the legal documents between the Hockey Trust, MOE, the School and the Council.
30. Sport Waitakere consulted with a number of external stakeholders in the development of the "Hockey in Waitakere City" report. This report outlines key steps for the development of hockey in Waitakere and is being used to direct the actions of the Trust.

RESOURCES

31. There is \$1.852 million allocated in the Annual Plan 2008/2009 for the development of Hockey Facilities at the School and a further \$20,000 for initial concept design and legal cost.
32. Leisure Services - Recreation Planner is Council's non voting representative on the Hockey Trust and attends all Hockey Trust meetings and is also involved in the development of the legal documents, specifically the funding agreement, Hockey Trust Deed and HOA.
33. Legal Services officers are involved with reviewing and commenting on all legal documents.

IMPLEMENTATION ISSUES

34. There are no implementation issues associated with this report.

Report prepared by: Rob McGee, Recreation Planner - Leisure Services.



8 BUSINESS CASE FOR RADIO FREQUENCY IDENTIFICATION IMPLEMENTATION

GLOSSARY

Radio Frequency Identification	(RFID)
Long Term Council Community Plan	(LTCCP)
Libraries for a Greater Auckland Region	(eLGAR)

EXECUTIVE SUMMARY

The purpose of this report is to present to the Culture and Community Committee a Business Case which documents a cost benefit analysis demonstrating the value to Waitakere from the introduction of Radio Frequency Identification (RFID) technologies into the libraries of the City.

A45-A69 Attached at pages A45 to A69 is the full Business Case which identifies the realisable benefits that can be realistically achieved from the introduction of RFID technologies into the library environment.

This report, and the appended Business Case, provides:

- An introduction to RFID technology, which is used widely within the everyday environment, and increasingly so within library environments throughout the world;
- A summary of the benefits of RFID in libraries;
- Case studies of New Zealand public libraries which have already implemented RFID technology;
- An analysis of the current Waitakere Library and Information Services environment, and consideration of the potential benefits of introducing RFID technology;
- A description of the scope of the proposed project, strategic alignment, project outcomes, and project approach;
- A stakeholder analysis, and risk assessment; and
- A summary of project costs, and bankable and non-bankable benefits.

The report recommends that RFID enabled solutions are installed within all libraries and Book Issue Kiosks are installed throughout the City. The RFID implementation project would include:

- Installing RFID enabled self service kiosks in all libraries;
- Installing automated returns and sorting solutions in all libraries; and
- Installing Book Issue Kiosks in at least two railway stations.

The project investment is estimated to be \$3,093,325, within implementation commencing in the 2009/2010 financial year.

Annual operational savings, once implementation has been completed, are expected to be \$423,271. Over a five year period this equates to \$2,116,355. Total operational savings over the ten year period, commencing in this financial year, are expected to be \$2,935,439. Capital savings, to be realised by the 2013/2014 financial year, are expected to be \$1,235,000.

RECOMMENDATIONS

It is recommended that the Culture and Community Committee resolve to:

1. **Receive** the Business Case For Radio Frequency Identification Implementation report.
2. **Either**
 - a) Agree to Option 1: which is to install Radio Frequency Identification enabled solutions within all Waitakere libraries, and to install Book Issue Kiosks at Waitakere Central and New Lynn railway stations; or
 - b) Agree to Option 2: to install Radio Frequency Identification enabled solutions within all libraries; or
 - c) Agree to Option 3: to retain, and upgrade, existing barcode technology.

BACKGROUND

1. In the Annual Plan 2000/2001 and in subsequent years within the Long Term Financial Plan, budget provision was made for what was then called the Library Automation project to implement RFID within Waitakere's libraries. A sum of \$120,000 was identified for planning in the first year and \$420,000 was allocated in the second year for implementation of RFID in the first library site. Similar sums were identified in the following years for planned roll-out of the project.
2. It was planned to undertake a trial by implementing RFID within the Massey Library which was at that time under development and therefore could be purposed designed to accommodate the new technology seamlessly within the infrastructure of the building.
3. However, during the project planning stage the decision was made to halt the project as there were concerns that at the time no other New Zealand library had implemented RFID. The budget that had been allocated was identified as a capital saving.
4. In the Long Term Council Community Plan (LTCCP) 2006-2016 budget figures were again identified to implement RFID given that there were libraries in the Auckland region that had installed RFID and libraries in other parts of New Zealand had signalled their intention to do so within their LTCCP documents.
5. The figures that were proposed in the LTCCP 2006-2016 have remained within the draft LTCCP 2009-2019 with the exception of the removal of the sum of \$500,000 that was budgeted for the 2009/2010 year.

DECISION MAKING

Issues

6. Many libraries throughout the world now utilise RFID technology.

- A50-A52 7. In New Zealand, Manukau, Rodney and Tauranga public libraries have implemented RFID. An additional two libraries (Christchurch and Horowhenua) are planning to proceed with implementation. Case studies are included in Section 2 (pages 6 - 8) of the Business Case, attached at pages A50 to A52.
- A47-A49 8. RFID technology, and its application in libraries, is described in Section 1 (pages 3 - 5) of the Business Case, attached at pages A47 to A49.
9. The implementation of RFID technologies into the Waitakere Library environment will involve:
- Placing RFID tags on all library loan items, and connecting each item identifier with the information stored in the Library Management System;
 - Purchasing and installing RFID enabled self service kiosks in each library;
 - Purchasing and installing automated returns and sorting solutions in each library;
 - Purchasing and installing RFID enabled security gates in each library;
 - Reconfiguring the customer service and officer work areas in libraries which are not scheduled for replacement;
 - Installing Book Issue Kiosks at railway stations;
 - Managing the change in officer roles and work processes;
 - Supporting customers to use the library in new ways; and
 - Promoting new services.
- A55-A56 10. Six project outcomes have been identified. These are described in Section 3.2 (pages 11-12) of the Business Case, attached at pages A55 to A56. The project outcomes are:
- Transformed customer service;
 - Improved stock management;
 - Increased productivity;
 - Improved health and safety;
 - Sustainable approach to service delivery; and
 - Continued innovation.

Options Identified

- A63 11. Three options have been identified. These options are given in detail in the Business Case in Section 5 (page 19), attached at page A63, and in summary below:
- Option 1: The installation of RFID enabled solutions within all libraries, and the installation of Book Issue Kiosks.
- Option 2: The installation of RFID enabled solutions within all libraries.
- Option 3: To retain existing barcode technology.

Assessment of Options

- A60-A67 12. The benefits of option 2 and option 3 are stated in Section 6 (pages 21-23), attached at pages A65 to A67 and in Section 4.3 (pages 16-17), attached at pages A60 to A61. There are significant financial benefits in addition to the non-bankable benefits also accruing from both of the RFID implementation options. The benefits are shown below in summary:
- A65-A67 13. The significant financial benefit potential from the implementation of option 1 is shown in Section 6 (pages 21-23), attached at pages A65 to A67.

	Financial benefits	Non financial benefits
Option 1	Total financial benefits over a 5 year period after the completion of the project is \$4,220,439.	<ul style="list-style-type: none"> • Improved health and safety; • Improved customer service; • Provides a platform for future technology adoption to enhance process flows; and • Aligning with Libraries for a Greater Auckland Region (eLGAR) partners for future resource sharing opportunities.
Option 2	Total financial benefits over a 5 year period after the completion of the project is \$1,718,800.	<ul style="list-style-type: none"> • Improved health and safety; • Improved customer service; • Provides a platform for future technology adoption to enhance process flows; and • Aligning with eLGAR partners for future resource sharing opportunities.
Option 3	Nil.	Nil.

Project Risks

- A60-A62 14. These have been identified in Section 4.4 (page 18) of the Business Case, attached at page A62. They have also been referred to in the Stakeholder Analysis; Section 4.3 (pages 16 - 17), attached a page A60 to A61.

Consideration of Community Views

- A47-A49 15. Section 1.2 (pages 3 - 5) of the Business Case, attached at pages A47 to A49, describes the application of RFID technology in libraries. Many of the benefits identified in this section either directly or indirectly enhance customers' experience in using the library.
- A60-A61 16. Section 4.3 (pages 16 - 17) of the Business Case, attached at pages A60 to A61 includes a Stakeholder Analysis which identifies potential opportunities, threats and management options.
17. As part of the pre-implementation phase of the project, community consultation will be undertaken before commencing implementation.

Preferred Option

- A63 18. Three options are presented in Section 5 (page 19) of the Business Case, attached at page A63.

19. Option 1 is the preferred option: the installation of RFID enabled solutions within all libraries, and the installation of Book Issue Kiosks.
- A56 20. Option 1 utilises the full potential of RFID in libraries, and positions the library for future enhancements and provides an innovative and sustainable solution to improving access to library resources, by providing Book Issue Kiosks outside of library walls and in convenient locations. (Page 12 of the Business Case provides more information about these Kiosks), attached at page A56.
- A55-A56 21. Option 1 builds on the experience of other New Zealand public libraries. It realises the best financial return within five years of project completion. In addition it ensures the delivery of all six project outcomes as identified in Section 3.2 (pages 11 - 12) of the Business Case, attached at pages A55 to A56.
- A54 22. Both Options 1 and 2 address health and safety issues as identified in Section 2.3 (page 10 of the Business Case), attached at page A54, and both options enable a full stock take to be carried out efficiently and regularly. However Option 2 does not realise the full financial benefits.

STRATEGIC CONTEXT

- A58-A59 23. The RFID implementation project is linked to the Council's strategic platforms and community outcomes, and to the Library's Development Plan as identified in Section 4.2 (pages 14 - 15 of the Business Case), attached at pages A58 to A59.
24. The Public Libraries of New Zealand: a Strategic Framework 2006 - 2016 and Digital Strategy 2.0 are also identified as key strategies.
25. The implementation of technologies such as RFID are identified as an area requiring ongoing improvement within the draft Waitakere City Library Development Plan 2009-2019.

CONSULTATION

26. The Business Case has been prepared by an independent library consultant.
27. The Libraries and Information Services Group Manager, the Library Management Team and library officers were consulted during the preparation of the Business case.
28. Managers of other public libraries, within New Zealand, and also managers from Australia, Canada and England were also consulted.
29. An expert in RFID systems and process automation technologies worked with the Library Management Team to determine service priorities and assess options.
30. Several library RFID and process automation vendors were also consulted to provide product information and price estimates.

RESOURCES

- A70 31. In the table attached at page A70, the figures that were approved in the LTCCP 2006-2016 and have been proposed within the draft LTCCP 2009-2019 are shown in the top line of the table.
- A70 32. Also shown on the table attached at page A70 is the proposed timing and sequence of the installations across the libraries and the final lines show the cost of the installations in each financial year and the estimated operating and capital budget savings for each.

A70 33. A table showing the budget breakdown is attached at page A70.

IMPLEMENTATION ISSUES

- A57 34. Section 4.1 (page 13 of the Business Case), attached at page A57, sets out the project process and timing. Detailed planning could commence as soon as project funding is approved.
35. A Project Control Group would be established and a project manager appointed. It is expected that final installation would be completed with the opening of the new Te Atatu Peninsula Library.
36. In order to achieve the full benefits of the project, approval will be sought through the 2011/2012 year of the LTCCP to amend the budget timeframe to allow for project completion before 2016/2017.

Report prepared by: Su Scott, Group Manager, Library and Information Services.



9 COMMUNITY WAITAKERE UPDATE

GLOSSARY

New Zealand Council of Social Services
Long Term Council Community Plan

(NZCOSS)
(LTCCP)

EXECUTIVE SUMMARY

The purpose of this report is to update the Culture and Community Committee on the Council's joint work programme with Community Waitakere for the six months to 31 December 2008.

The period has continued to be a time of intense activity for Community Waitakere. The withdrawal of the appeal to the Environment Court regarding refusal of resource consent halted the development of the new Community Resource Centre in Tui Glen; however, this has given impetus to considering new ways of meeting the accommodation and developmental needs of the community and voluntary sector.

In October 2008 Community Waitakere hosted the national New Zealand Council of Social Services (NZCOSS) Conference.

Overall the organisation has continued to consolidate its capacity building role with the community and voluntary sector, to act as an advocate for the sector locally and nationally and to play a key role in local collaborative initiatives focussed on social and environmental wellbeing.

RECOMMENDATION

It is recommended that the Culture and Community Committee resolve to:

Receive the Community Waitakere Update report.

BACKGROUND

1. The Long Term Council Community Plan and Annual Plan Committee approved Community Waitakere as one of the organisations to continue to receive three year funding, during deliberations on 21 June 2006.
2. A Partnering Agreement was signed between the Council and Community Waitakere at the Council meeting on 29 November 2006. The Partnering Agreement was negotiated for a term of three years and clarified the respective roles of each organisation in areas where there were mutual interests and specified funding arrangements and protocols to support the relationship.
- A71-A73 3. A triennial work programme lists agreed priorities on which both organisations will focus their combined resources for the term of the Partnering Agreement. A more detailed shared work programme is negotiated on an annual basis. The current shared work programme for 2008/2009 is attached at pages A71 to A73.
4. The Culture and Community Committee, at its meeting on 13 August 2008 resolved to:

The Culture and Community Committee resolved to:

- “1. **Receive** the Community Waitakere Annual Report 2007/2008 report.
2. **Approve** the shared work programme between Waitakere City Council and Community Waitakere for 2008/2009.
3. **Agree** that a six month progress report on the shared work programme be presented to the March 2009 meeting of the Culture and Community Committee.”

1376/2008”

- A74-A83 5. A report from the Manager of Community Waitakere is attached at pages A74 to A83. The report comments on progress for the six months to 31 December 2008 in relation to objectives agreed in the shared work programme for 2008/2009.

DECISION MAKING

6. There are no decisions required by this report.
Provide Office Accommodation and Meeting Space for the Community and Voluntary Sector of Waitakere
7. Following a mediation process convened through the Environment Court Community Waitakere decided to withdraw their appeal against the decision to refuse resource consent for the development of the new Community Resource centre in Tui Glen. A debrief is to be arranged with the relevant Council officer and Community Waitakere representatives to identify learnings for both parties from the consenting process.
8. Community Waitakere continues to administer the current Community Resource Centre in Ratanui Street; there are 4 other organisations based in the building. Community Waitakere is reviewing with key stakeholders the future role and purpose of a Community Resource Centre in Waitakere given the decision on the Tui Glen development and the changing needs of the community and voluntary sector. Council's lease of the Community Resource Centre building has been extended for a further two years until October 2010.

Support and Strengthen the Community and Voluntary Sector in Waitakere

9. Community Waitakere has continued to play a key role in hosting forums on new initiatives and facilitating their ongoing development. Of particular interest is the 'Simpler Funding Waitakere' initiative which arose from a forum jointly convened by Community Waitakere and Philanthropy New Zealand. The initiative has a focus on simplifying the complex path for community organisations seeking funding. A feasibility study on the concept of funding information hub or broker is being considered by a consortium of funder representatives.
10. Community Waitakere has taken up the leadership role with the community and voluntary sector wellbeing planning forums enabling feedback on the Council's draft social strategy and consideration of the next stage of collaborative work in Waitakere.

Advocate on Behalf of the Community and Voluntary Sector in Waitakere

11. Community Waitakere developed and presented a submission to the Royal Commission on Auckland Governance. The submission emphasised the need to ensure that the community and voluntary sector has a presence at the regional level in any new structural arrangements. A suggested process for this is the establishment of a regional social forum whose role would be to act as champions of civil society and social cohesion in the region, and to provide expert advice and guidance on social issues. The submission was actively promoted and discussed in the sector at the local level.
12. Of particular interest is that the Manager of Community Waitakere and Council's Team Leader: Social Development were both selected by the Ministry of Social Development to undertake further training on the 'Results Based Accountability' approach to planning and implementing projects. Waitakere is perceived as a leader in implementing this approach to planning community initiatives and project management.

Support Collaborative Responses in Relation to Social Wellbeing

13. Community Waitakere management and board members have continued to play significant roles in the ongoing development of the Waitakere Wellbeing Collaboration Project.
14. Community Waitakere has taken a leading role in initiating dialogue at the Chief Executive level with other key community organisations such as Waitakere Enterprise and EcoMatters Environment Trust. Significant connections are being made to address issues of wellbeing in a more holistic way e.g. collaborative work with EcoMatters Environment Trust on the Green Streets project in Glen Eden bringing together a social and environmental focus at the neighbourhood level.
15. Community Waitakere is the convenor of the Stewardship Group for the Massey/Ranui Neighbourhood Project for which Council has received funding from the Department of Internal Affairs. This project involves the Ranui Action Project, Massey Matters Advisory Group and Inspiring Communities as well as Council and Community Waitakere. This project is an excellent example of a collaborative initiative focused on a locality where each party is contributing according to their particular strengths.

Build the Capacity of Community and Voluntary Organisations in Waitakere

16. Community Waitakere has focussed on building its own capacity in the last six months with new appointments to enable it to work more effectively in building the capacity of organisations in the community and voluntary sector.

17. Community Waitakere has a key role in providing support for the various community organisations that have contracts through Project Twin Streams; this has been done through the 'Exploring Partnering' workshops.

Identify the Added Value of Both Organisations Working Together in a Partnering Way

18. A dialogue for Councillors and Community Waitakere representatives was held on 10 December 2008. Unfortunately this was not well attended due to conflicting commitments, but it did provide an opportunity for discussion about future joint priorities and progressing the relationship.
19. The Partnering Agreement between the Council and Community Waitakere has continued to be the subject of joint presentations in various forums as a means of promoting the benefit of the partnering model and sharing the learnings from this process.
20. The partnering relationship with Community Waitakere was strongly symbolised at the national NZCOSS conference with the powhiri and civic welcome in the Council Chamber and participation and support from Council officers at the conference itself. Attendees at the conference noted the positive relationship that exists between the Council and Community Waitakere.
21. Council officers representatives and Community Waitakere representatives will meet in April 2009 to review the current partnering agreement and the associated joint work programme. A revised partnering agreement, agreed triennial priorities for the period 2009-2012 and a joint work programme for 2009/2010 will be presented back to the Culture and Community Committee in July 2009.

STRATEGIC CONTEXT

22. Central to the Council's eco city vision is the aim of improving the level of wellbeing of residents. The Council has taken a facilitative role brokering relationships between service providers and the community and encouraging communities to take greater responsibility for their own wellbeing. This facilitation role responds to the principles in the Rio Declaration and is a key element of Agenda 21; the role has been fostered through establishing a range of collaborative partnerships with government agencies and community organisations.
23. The Council's relationship with Community Waitakere serves to assist in responding to a number of the community outcomes in the current Long Term Council Community Plan (LTCCP) 2006-2016: Strong Communities, Whaiora (Participation in Society), Working Together, Sustainable Environment and Environmental Protection.
24. The relationship also responds to a number of strategic platforms of the LTCCP 2006-2016: Strong Communities, Green Network and Three Waters. The relationship also serves to strengthen overall the community and voluntary sector and its ability to engage in decision making with both the Council and government agencies i.e. directly contributing to the Active Democracy platform of the LTCCP 2006-2016.

CONSULTATION

25. This report was developed in consultation with Community Waitakere management. There was no consultation with other parties.

RESOURCES

26. Council approved Community Waitakere for three year funding for the period 2006-2009. The allocation approved in the Annual Plan 2008/2009 is \$155,000. The annual allocation has been increased to \$165,000 in the first year of the draft LTCCP 2009-2019.

IMPLEMENTATION ISSUES

27. There are no implementation issues associated with this report.

Report prepared by: Tony Rea, Group Manager: Social and Cultural Strategy.



10 LOPDELL HOUSE SOCIETY - SIX MONTHLY REPORT (JULY TO DECEMBER 2008)

GLOSSARY

Lopdell House Society	(LHS)
Lopdell House Gallery	(LHG)

EXECUTIVE SUMMARY

The purpose of this report is to bring a six-monthly update to the Culture and Community Committee on the activities undertaken by the Lopdell House Society, (LHS) July to December 2008, as required in the Funding and Service Agreement (2008/2009).

RECOMMENDATION

It is recommended that the Culture and Community Committee resolve to:

Receive the Lopdell House Society - Six Monthly Report (July 2008 to December 2008).

BACKGROUND

A84-A88

1. The LHS manages the Lopdell House Gallery (LHG) and associated arts programmes. The nature and level of the delivery of arts and cultural services to the City is negotiated annually through a Funding and Service Agreement. The six-month report against performance targets is attached at pages A84 to A88.
2. The history of the LHG charts over twenty years of existence as the regional gallery for Waitakere. In that time it has established a national profile as one of a network of regional and provincial galleries delivering high quality exhibition and educational programmes.

DECISION MAKING

Issues

3. In responding to the LHG report against the Funding and Service Agreement the following issues are worthy of comment:

- Overall, apart from lower than expected delivery of Maori representation in the exhibition programme, the delivery of the exhibition and public programmes continues to meet or exceed the minimum targets set in the Funding and Service Agreement. After slightly lower than predicted visitor numbers in the 2007/2008 year there is now a consistent and marked increase in numbers which are tracking at close to 40,000 for the year against a performance target of 35,000. The standard of the LHG exhibitions is consistently high and the education programmes are growing in diversity and attracting increasing participation;
- The Portage Ceramics Awards (October 2008) continues to attract large visitor numbers and has significantly raised the profile of LHG. The 2008 awards enhanced this reputation and the quality of the entries, judging and catalogue was exceptional. It is now the premier ceramics event in New Zealand;
- The public programmes offered by LHG have increased in number and diversity under the coordination of a new part-time staff member. Access to the top floor of Lopdell House has been key to this and a lease of this floor is currently under negotiation;
- The strong retail activity of the LHG shop is noted and the focus on art and design publications has created a particular and specialised retail destination. LHG has also undertaken a significant publication with the launch of a second Len Castle book;
- It is noted that the LHG did not present any Maori artists during this six-month period and that Matariki activities have not had strong support to date; and
- The very satisfactory level of external funding achieved by the LHS during this six-month period is of note.

Consideration of Community Views

4. The LHG is a service delivery facility and this is considered in setting the Performance Delivery Targets each year. LHG undertakes independent surveys of visitor satisfaction.

STRATEGIC CONTEXT

5. The development and support of LHG is one of two major arts precincts identified in the Arts and Cultural strategy (2002) as a priority for the City.
6. Council's strategic platforms around Strong Communities and Urban and Rural Villages are strengthened by the existence of arts and cultural precincts which offer opportunities for people to gather experience and grow in knowledge of cultures, history and art forms.
7. The cultural tourism activity generated around the LHG programme contributes to a Strong Innovative Economy Platform.
8. The responsibility for the 'cultural wellbeing' of the City's residents is identified in the Local Government Act (2002).

CONSULTATION

9. There was no consultation required for this report.

RESOURCES

10. The LHS currently receives an operating grant through the Annual Plan of \$452,000 per annum. \$82,000 is retrieved through the lease to the LHS of the gallery premises.

IMPLEMENTATION ISSUES

11. There are no implementation issues to be addressed through this report.

Report prepared by: Naomi McCleary; Manager Arts.



11 PETER SAUERBIER COLLECTION - PROJECT UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to update the Culture and Community Committee on the status of the Peter Sauerbier Sculpture Collection, as requested during the Long Term Council Community Plan deliberations, to outline plans around its interim safety and potential touring activity and to outline options for its long-term security on the Corban Estate.

RECOMMENDATION

It is recommended that the Culture and Community Committee resolve to:

Receive the Peter Sauerbier Collection - Project Update report

BACKGROUND

1. In August 2006 the late Peter Saubier gifted to the City his complete body of art works - a collection in excess of a hundred sculptural works, plus paintings and associated memorabilia. It was gifted with the proviso that this collection be incorporated into the Corban Estate in the future as part of its development as an arts precinct.
2. There was a verbal commitment to also gift the proceeds of his estate in order to make a purpose built gallery possible. Peter Sauerbier passed away before this part of his bequest could be enshrined in any written or legal documentation. However, it is still the intention of the Sauerbier family to honour this intention through the setting up of a family trust to work in partnership with Council to bring their father's dream to fruition. It is understood by the family that a permanent home for the collection cannot be achieved immediately and that it will be incorporated into the overall planning for future development on the Corban Estate. This may take some years.
3. Meanwhile a proposal to curate and tour the collection throughout New Zealand is underway and is supported by Peter Sauerbier's family.
4. In the interim the collection has been photographed and indexed; a full condition report completed and some minor repairs and refurbishment undertaken; storage and insurance are in place and a touring proposal has been completed.

DECISION MAKING

Issues

5. As there is no suitable location at the Corban Estate to house the collection at this time the Council has taken over the management and care of the collection. This covers to date:

- Production of a full index of all gifted items;
 - Production of a photo record of all items;
 - Identification of works for a selected touring exhibition;
 - Packing to touring standards of selected works;
 - Packing for storage of the remainder of the collection;
 - Securing of safe, monitored storage facilities; and
 - Valuation and insurance for the full collection (currently valued at approximately \$800,000).
6. A second stage, which is the development of a project plan for a national touring exhibition, is underway. To date, a professionally designed and written 'Touring Proposal' has been completed and will, if available from the printers, be circulated at this meeting. This proposal will be sent to all exhibiting institutions in the country over the next two months. Early informal feedback is very positive and it is expected that there will be considerable interest from provincial cultural institutions. As feedback is received a touring plan can be established and an exhibition design initiated.
7. A touring exhibition has the potential to create an income stream to help offset some of the future costs of the management of the collection. This would not remove the need for ongoing storage for the remainder of the collection.
8. It is critical that Council engages in the setting up of a Memorandum of Understanding or some other agreement with the Sauerbier family for the future protection of the collection. There has been considerable communication with the family to encourage the setting up of a Peter Sauerbier Family Trust and this is now underway. A request has also been made for a valuation of the estate property as it is still expected that a bequest will be made of part of the estate when a permanent home for the collection is considered.

STRATEGIC CONTEXT

9. The acquisition of the Peter Sauerbier collection contributes to the prestige and richness of the City's arts infrastructure and to the established Corban Estate Arts Centre. It thereby enhances Council's commitment to a vibrant arts fabric for Waitakere and to strategic platforms around Strong Communities and Urban and Rural Villages.
10. The wide appeal of this sculpture collection will support cultural tourism aspirations.

CONSULTATION

11. Given that Council is the interim manager of the collection until such time as the Corban Estate Arts Centre can take possession of the collection, regular updates are provided and consultation will continue as to the eventual housing of the work.

RESOURCES

12. There is \$26,000 in the Annual Plan 2008/2009 budget which is covering the preparation of the touring proposal and further work to complete crating.
13. There is \$30,000 in the Draft Annual Plan 2009/2010. If approved this will cover the cost of exhibition design and the initiation of the touring programme.

14. It is anticipated that each touring destination will provide an income to Council of between \$5,000 and \$10,000.

IMPLEMENTATION ISSUES

15. There are no implementation issues arising from this report.

Report prepared by: Naomi McCleary - Manager: Arts.

