

**AGENDA FOR AN ORDINARY MEETING OF THE FINANCE AND OPERATIONAL
PERFORMANCE COMMITTEE TO BE HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON
MONDAY, 7 APRIL 2003 COMMENCING AT 9.30 AM.**

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AGENDA FOR AN ORDINARY MEETING OF THE FINANCE AND OPERATIONAL PERFORMANCE COMMITTEE TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON MONDAY, 7 APRIL 2003 COMMENCING AT 9.30 AM.

1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) and (7A) 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 item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Committee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

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



3 CONFIRMATION OF MINUTES

Ordinary - Monday, 10 March 2003

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Finance and Operational Performance Committee held on Monday, 10 March 2003, including the Public Excluded minutes, as circulated, be taken as read and now be confirmed.



PART I - PRESENTATION

4 INFRASTRUCTURE AUCKLAND - DRAFT 2003/2004 ANNUAL PLAN / LONG TERM FUNDING PLAN

Infrastructure Auckland Chief Executive Officer, Mr Richard Maher will present their draft 2003/2004 Annual Plan / Long Term Funding Plan to the Committee.



PART II - PROPERTY

5 UPDATE ON OPOU ROAD HALL, FRENCH BAY

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Operational Performance Committee on options for the future of Opoou Road Hall. The report also seeks endorsement from the Committee on the preferred option that should be progressed.

BACKGROUND

The Opoou Road Hall in Opoou Reserve, French Bay, Titirangi is owned by the Waitakere City Council and has been unavailable for community use since April 2002 after Council officers found it to be structurally unsound. A decision was made by Council officers in 2002 in consultation with Councillors, Community Board Members and local community representatives to repair the hall as at that stage both repair costs and demolition costs were anticipated to be around \$20,000. Council officers recently carried out further investigations and found that significantly more work is required at Opoou Road Hall than was first anticipated. The total cost for all the work (including structural repairs, waterproofing the toilets and general maintenance) is estimated at around \$50,000. Demolition of the Hall has also been re-estimated at approximately \$7,000 as some of the costs can be recovered from materials that can be re-used.

A1

A map (attached at page A1) shows the location of the hall and other community facilities in the area. The Hall was donated to the community and relocated to Opoou Road Reserve from Waiuku Army Base in the late 1940s. Ownership of the Hall was transferred to the Council in the 1970s. In the past the Hall was used as a focal point for community activities including social dances, family parties, election voting and the Titirangi Orpheus Sea Scout Group. In recent years the casual and regular usage of the hall has decreased due to a range of factors including lack of parking as the hall is located at the end of a narrow cul de sac road and has no off street parking. The hall is also situated directly next to houses in a very quiet residential area and noise and traffic generated by hall users has caused problems for the community.

The only regular users of the hall as at April 2002 were the Sea Scout Group who used the venue three evenings a week on average. The scouts were relocated to the Paturua Residents and Ratepayers Hall, Titirangi Beach where they remain today.

STRATEGIC CONTEXT

The Urban Villages Pathway aims to make the town centres a vibrant fun place to live, giving people choices about recreation in their town centres.

The Council's Strategic Plan is to join and improve the city's parks, bush and streams to form a link throughout the town centres.

Council's Well-being and Urban Village Pathway strategic and policy objectives aims to provide networks of appropriate and accessible public buildings as key community focal points and through a wide range of low cost, low impact community activities.

ISSUES

A1

As at 2001, the Titirangi South area within which the Opu Road community is located had a total population of 3237. A relatively high number of Council and non-Council owned community facilities are available for use in the area as marked on the map attached at page A1. These facilities include the Titirangi Community Centre, Titirangi Community House, Paturoa Bay Residents and Ratepayers Association Hall, French Bay Yacht Club, and School and Church Halls. The Council carries out maintenance required for Council owned halls on a case-by-case basis in cooperation with the Hall Management Committees. In addition the Council also administers the Community Hall Fund, which had \$42,000 available in 2002/2003 for small grants of \$500-\$3000 to eligible Hall Management Committees to contribute to the maintenance and running expenses costs of the halls (both Council and Community owned).

Community Consultation

A2 - A4

The Council has recently carried out consultation with the local community to determine community views and preferences for the future of the Opu Road Hall. A community consultation questionnaire (attached at pages A2 to A4) was delivered to 400 homes in and around Opu Road. A further 30 copies were also distributed to the Sea Scouts and ten to the Paturoa Residents and Ratepayers Association. Community response to the questionnaire was very strong with 143 completed and returned to the Council. Of the responses 54% (the majority) believe that the hall should be demolished and the land reverted to reserve, and 39% believe that the hall should be repaired¹. Following community consultation two options have been identified for the future of the Opu Road Hall, French Bay. These include the following:

Option One – Repair the Opu Road Hall

Option One involves carrying out the repairs to Opu Road Hall estimated at \$50,000 and making the hall available for community use. The repairs required to bring the building up to standard include structural repairs, waterproofing of toilets, removal and replacement of the roofing and spouting, repair and/or replacement of weatherboards, replacement of fibrolite sheeting, exterior repainting, electrical checks, defective heater removal and interior tidying. This option would preserve the Opu Road Hall for long term community use. However, the repairs require significant resources and there are a range of other community facilities in the area, including those that also have low to medium use and are available for increased community use.

Repair costs may be offset over the longer term against increased community use of the hall. However in this case use of the hall is restricted by the residential location, lack of parking for hall users and disruption to the neighbourhood in terms of traffic congestion and noise. It is unlikely that increased use of the hall would be encouraged in order to justify the repairs, as the hall is situated in an area that is not conducive to high usage. Further, although many residents have had connections with the hall in the past the majority have indicated through the questionnaire that they would not be likely to use the hall if repaired and recommend that the hall be demolished. Many of the respondents feel that they would benefit more from an increased reserve at minimal expense.

¹ 7% of questionnaire respondents were undecided.

The Sea Scouts have been approached by Council officers to determine whether they could contribute to the repair costs as the main users of the Hall. The Scouts enjoyed being based at Opu Hall and have advised that they are willing to look into funding options. However they are unlikely to be successful, as most funding organisations will not fund community groups for repairs to buildings that do not belong to the group themselves. Further, the Sea Scouts would need to seek special permission from Scouting New Zealand as their policy does not support Scout groups to seek funding for building repairs and improvements. Therefore it is unlikely that the Scouts would be in a position to share repair costs with the Council. The repairs would be funded from the Council Property Renewals Budget as the Community Halls Fund is designed to contribute to maintenance and running costs only and does not cover major capital improvements. This may set a precedent for Council to fund all major repairs required to community halls in the future regardless of the levels of community utilisation of the hall. This could lead to significant financial implications in the long run as many Council owned halls including the Opu Road Hall are donated by the Community and are not always well maintained by previous owners.

Further whilst there is community support for the hall it is in less significant numbers than those who recommend demolishing the hall and reverting the site back to park space.

Option Two – Demolish the Opu Road Hall and Revert Site to Park Land

Option Two recommends demolishing the Opu Road Hall and reverting the site back to park land. As discussed above in Option One there are a range of other available community facilities in the area. With the exception of the Sea Scouts, community groups have not used Opu Road Hall regularly for a number of years. The demand for use is unlikely to increase significantly in the future due to logistical difficulties associated with using the hall including location, lack of parking, and noise restrictions. Demand from alternative users is low and other community facilities in the area also experience low to medium demand and use.

Some leaders and members of the Sea Scouts prefer the Opu Road Hall to the Paturoa Hall as they were based there for a number of years, had storage facilities and as near sole users could leave their equipment set up in the hall. At the Paturoa Hall the Scouts are required to pack their equipment away although they do have the use of a secure storage room and also other space in the hall for storage. The Paturoa Hall is situated on old Road Reserve land owned by Waitakere City Council and directly adjacent to an old unused concrete bus shelter owned by the Auckland Regional Council. On a previous visit to the Sea Scouts at Paturoa Hall, the leaders suggested to Council officers that the shelter be secured and converted into a storage shed for their boats and equipment. If Option Two were agreed and the Sea Scouts were to be based permanently at the Paturoa Hall Council officers would investigate options for securing the old bus shelter and converting it into a storage shed for the Sea Scouts.

Opu Reserve is well used by the locals of the area and the completed questionnaires showed that the majority of the community participating in the consultation support demolition of the hall and reverting the site back to park space. The Reserve is one of few green spaces in the area and is a unique site as it offers a tranquil and scenic public space with little or no traffic pollution including noise. Under this option the utilities would be sealed and the site grassed over on completion of demolition of the Hall. Many members of the community have advised Council officers that they would be interested in donating native plants to the site once reverted to park land. If this option is agreed the Parks Department would organise a planting day with the local community to enhance any future landscaping developments of the park.

This option is preferred as it would improve public access to the coastal environment, and create an extended pleasant neighbourhood reserve for the wider and/or local community to utilise and enjoy. Although the Hall has had varied community use since its relocation to Opu reserve in the 1940's, there has not been high demand for the hall in the more recent past with the exception of the Orpheus Sea Scouts who have been re-located and based at Paturua Hall for the past 11 months. Further, this option corresponds with the views of the community who responded to consultation on the issue. The majority of the community recommended that the Opu Hall be demolished in recognition that there are alternative community facilities in the area and a relative shortage of green spaces such as the Opu Reserve.

Other Issues

An update report on the future of Opu Road Hall has also been submitted to the New Lynn Community Board meeting for their consideration on 31 March 2003. The report recommends that the Community Board provide comments to the Committee to be considered as part of the decision on the future of the Opu Road Hall. Any comments on the issue from the Community Board will be presented verbally at the Committee meeting. The Orpheus Sea Scouts have also recently been consulted regarding the recommendations concerning the Opu Road Hall and informed that they are welcome to attend and/or speak at the Committee meeting.

RESOURCING

Commitments to date would allow for repair costs of \$50,000 or demolition costs of approximately \$7,000 to be funded from the Property Renewals Budget.

CONCLUSION

The Opu Road Hall in Opu Reserve, French Bay, Titirangi is owned by the Waitakere City Council and has been unavailable for community use since April 2002 after Council officers found it to be structurally unsound. An initial decision to repair the hall was revised after further investigations found significantly more work required at Opu Road Hall than was first anticipated. The total cost for all the repair work was re-estimated at around \$50,000 and demolition costs were also re-estimated at approximately \$7,000 as some of the costs can be recovered from materials that can be re-used. The only regular users of the hall as at April 2002 were the Sea Scout Group who were relocated to the Paturua Residents and Ratepayers Hall, Titirangi Beach where they remain today.

There are two options that have been considered for the future of the Opu Hall. It is recommended that the Committee endorse Option Two that the Opu Road Hall be demolished and the site reverted back to park space. This will provide public access to the coastal environment, and a redeveloped and extended neighbourhood reserve for the wider and/or local community to use. The recommended option also corresponds with the majority views of the community, which were sourced from a questionnaire on the issue. The majority of the community recommended that the Opu Hall be demolished in recognition that there are alternative community facilities in the area and a relative shortage of green spaces such as the Opu Reserve.

RECOMMENDATIONS

1. That the information be received.
2. That the Finance and Operational Performance Committee endorse Option Two that the Opu Road Hall be demolished and the site reverted back to park space.

Report prepared by: Polly O'Brien, Leisure Services, Project Leader Community Resources.



6 DECLARATION OF LAND IN HENDERSON TOWN CENTRE TO BE SERVICE LANE

PURPOSE OF THE REPORT

This report seeks the Finance and Operational Performance Committee's recommendation to Council that the Minister of Lands be requested to declare land in the Henderson Town Centre to be service lane.

STRATEGIC CONTEXT

The proposed action has been considered in light of the Henderson Town Centre strategy but it is quite clear that it does not conflict with this and is in fact quite consistent with it.

BACKGROUND

A5

In the Henderson Town Centre between Great North Road and Tracy Lane there is a tunnel accessway which passes at street level underneath the first floor of a shop and office block. There is immediately adjacent and to the east a small strip of land, the purpose of which is to provide easier vehicular access to the tunnel. The two parcels are respectively Lots 4 and 3 on Deposited Plan 85296. Their location is shown on the plan attached at page A5.

The title to Lot 4 extends only to the top of the tunnel. The space above the tunnel is owned privately under a separate title and will not be affected by the action which it is proposed to take.

Both parcels of land were acquired by the Henderson Borough Council in 1979 and were intended to become a service lane, and they were so designated in the Council's District Scheme at that time. They have the same designation in the current District Plan, but their legal status as service lane has never been formalised.

The owners of the commercial premises for which this land serves as street access have made representations to Council requesting that the status of the land be changed to that of service lane. When the matter was first considered it was thought that Council might benefit from simply leaving this area as freehold land. However, the interested property owners, which include the West City development have emphasised the status of the land as service lane under the District Plan and the fact that the land as just freehold land could be disposed of by Council with minimal consultation. They have also pointed out that the resource consent issued to the West City development expressly stipulated that this land was to be the road access to Great North Road for that development.

Upon further consideration it is now considered appropriate that Council change the status of the land to that of service lane. It is proposed that a request be made to the Minister of Lands to declare the land a service lane under Section 114 of the Public Works Act 1981.

RECOMMENDATIONS

1. That the information be received.
2. That it be recommended to Council that the Minister of Lands be requested to declare Lots 4 and 3 Deposited Plan 85296 to be a service lane pursuant to Section 114 of the Public Works Act 1981.

Report prepared by: Maurice Hieatt, Solicitor.



7 SUPPORTING HENDERSON URBAN STRATEGY INITIATIVES

PURPOSE OF THE REPORT

The proposal is to reinforce the development initiatives undertaken by Council in Henderson by having Waitakere Properties Limited investigate and initiate complementary development, and by ensuring that District Plan rules are fine-tuned to support these major urban strategy initiatives

BACKGROUND

Council has purchased the property at 2-6 Henderson Valley Road, with the intention of building a Civic Centre and associated carparking, and having Waitakere Properties Limited develop the remaining two thirds of the site.

The new public library, UNITEC campus, and carparking building is to be developed on land between Ratanui Street and Trading Place, and a new street connection will be established across the Oratia Stream into this complex from an enlarged roundabout at the junction of Edmonton Road and Alderman Drive.

A6 - A7

The land along the eastern banks of the stream and on the northern corner of the roundabout next to the Falls Hotel is all owned by Council. (19 Alderman Drive, 4, 6 and 8, Edmonton Road, 331 Great North Road, and 14-20 Edmonton Road - see pages A6 to A7). It was developed as sealed carparking at the time the Aquatic Centre was built for the 1990 Commonwealth Games. There are no time controls, so most of the carparks are occupied all day by Henderson business owners and staff.

Immediately to the north of these carparking areas Council owns the Falls and Cranwell Parks incorporating the Falls Hotel, the West Wave Aquatic Centre, the Recreation Centre and a childcare facility.

UNITEC have been progressively establishing an urban campus in the same area. They already lease four floors of the former State Insurance building in Ratanui Street, and a further facility at 333 Great North Road has been leased for expansion this year.

STRATEGIC CONTEXT

Waitakere City is committed to "continue the urban consolidation programme by developing exciting, innovative, and vibrant urban centres" (Urban Villages Strategic Platform). The primary goal with the new Council facilities in Henderson is to integrate them into a strong urban centre. This is not only for the convenience of citizens wanting to access Council facilities, but also to help stimulate the further development of Henderson as a strong centre with safe active streets linking a rich mixture of retail, working, educational, residential, recreational and cultural opportunities – as outlined in the Henderson Concept Plan. The new station to be built as part of Auckland's rail project will foster strong public transport access, and a good walking environment designed on urbanist principles will reduce the necessity for everybody to use cars.

UNITEC are a strong partner in these goals. They are committed to the development of a truly urban campus in the west of Auckland. They welcome the opportunity to share the library and other facilities with the public. They anticipate growing in stages in a variety of buildings (preferably shared with others) along attractive, busy pedestrian links. Informal dialogue among students and staff is central to quality learning and creativity, so the quality of public open space and a variety of urban experience are very important to UNITEC.

ISSUES

The use of the old Carter Holt site is straightforward. The feasibility study and budgeting has been based on the Civic Centre and its required carparking occupying one third of the site. A commercial return from the remaining two thirds has been assumed by the mechanism of transferring it to Waitakere Properties Limited for commercial development that supports Council's goals.

The city library/UNITEC development, on the other hand, is complicated by a number of issues. It offers the potential to be the catalyst for superb urban development, but also runs the risk of not realising its full potential through lack of vision.

The brief for the first stage of the development requires concept design for immediate and future development of this extended site, including new street links, the bridge over the Oratia Stream, and pedestrian connections along the Oratia Stream through to the Falls Hotel and the new Aquatic Centre. The streets will be built, but other components will rely on adjacent landowners taking up the challenge. Some of these landowners are in Great North Road and Trading Place, but the largest single owner is the Council in the form of the carparks on either side of Edmonton Road and Alderman Drive. These total 1.3 hectares, with a capital value of 1.06 million dollars. They generate no revenue, and are currently used for all-day staff parking.

The Henderson Concept Plan identified the Oratia streambanks as an important part of the pedestrian linkages that will catalyse the development of this part of Henderson, and help form the attractive urban campus that UNITEC seeks. They are likely to be quieter areas where people can sit and talk, read or contemplate nature. Paths and seats would be safe and overlooked from adjacent buildings. The buildings could house a mixture of shops and business units (fronting the street), offices, teaching spaces, and residential units (overlooking the streambanks).

The existing carpark would be drastically compromised by the new bridge link and by the widening of the roundabout and its approach roads, so it is an appropriate time to look at its redevelopment. The new development could support some carparking - mainly at the southern end - but the width of the remaining land and the need for people-friendly frontages, would rule out an efficient parking structure.

However an efficient large structure could easily be built on the carpark beside the Falls Hotel. It should be related, in height and design, to the Falls Hotel itself, and the street frontages should be mixed-use.

The library/UNITEC development between Ratanui Street and Trading Place also requires the construction of a parking building to provide the required carparks for the new buildings, and also to replace the existing public parking. Again it is highly desirable that the street-level frontages of the parking building be active and attractive. The risk is that a parking building, plus two single-purpose institutional buildings (library and UNITEC), could result in oppressive public spaces with blank walls, few entries, and little to activate the street at ground level. There is a need to investigate the feasibility of commercial tenancies, particularly at the street frontage of the new buildings.

It is Council's intention to review the District Plan Rules that relate to frontage controls on main shopping streets with a view to amendments and/or design guidelines. It is opportune to be advancing this review at a time when we are building vital new street links across Henderson, and developing major new buildings that relate to the new streets as well as to Railside Avenue, Ratanui Street, Trading Place, Great North Road and others.

As the proposals involve development of large parking areas it might also be opportune to co-ordinate the carparking assessment currently being carried out by the Transport Assets Section with a review of District Plan carparking rules. This would examine whether rules should be changed in the light of actual need, charging regimes, kerbside parking provision, the complementarity of residential and business use, and the development of the rail project. It is desirable that the charge carparking trial planned for this site should still proceed. On eventual development the pay-&-display units can be transferred to another location.

A8

The District Plan zoning of the land discussed in this report varies (see page A8). The Civic Centre site is all currently in the Working Environment. Most of the streambank carpark is in the Community Environment, but each end is in the Open Space Environment. The Falls Hotel carpark is Community Environment (Periphery). The two latter also fall largely under carparking designations.

It will be necessary to initiate consequential changes to the zoning and designation of the various land parcels, either before or after the actual transfer takes place. These will be recommended to the Environmental Management Committee. Development will also require amalgamation and resubdivision of the sites at the appropriate time.

RESOURCES

The examination of District Plan rules is allowed for within the current Annual Plan. The cost of preparing development proposals would fall to Waitakere Properties Limited, who have expressed confidence about the commercial viability of the sites.

CONCLUSION

In order to realise the jointly held vision of the Council and UNITEC for the development of Henderson, Waitakere Properties Limited should be charged, early in the project, with investigating the full potential of Council-owned land in the vicinity of the project areas.

RECOMMENDATIONS

1. That the information be received.
2. That, once the concept design for the Civic Centre and associated carparking is finalised, the Chief Executive prepare a report to recommend the transfer to Waitakere Properties Limited, under deed of trust, of the residual area of the site (being that area of PT LOT 1 DP 60584 not required for the Civic Centre project).
3. That the Chief Executive prepare a report for the next Council meeting, recommending the transfer to Waitakere Properties Limited, under deed of trust, of the carpark areas along the Oratia Stream and at the Falls Hotel (being parts or all of PT LOT 7 DP 1467 REC RES, LOT 2 DP 21809, LOT 1 DP 21809, PT LOT 3A DP 7645, LOT 1A DP 7645, and LOTS 1-4 DP 24633), and subject to any legal requirements under the Resource Management, Public Works or Reserves Acts.
4. That notice of the above transfer proposals be advertised in the newspaper 14 days in advance of the meetings at which they will be considered.
5. That the Chief Executive instruct Waitakere Properties Limited to prepare proposals for the mixed-use development of the carpark areas, and to investigate potential commercial tenancies for the new Library, Civic Centre and carpark buildings.

6. That the District Plan rules, particularly those relating to frontage controls and carparking provision, be examined to ensure that they are aligned with the concept plans for Henderson and with Council's urban strategy generally.

Report prepared by: John Mackay, Urban Design Manager.



PART III - LEGAL AND CONSTITUTIONAL

8 AFFIXATION OF COMMON SEAL

EXECUTION OF DOCUMENTS: 3 MARCH 2003 – 31 MARCH 2003

N°	NAME	PARTICULARS
2495	WCC - Clayburn Developments Limited	Water Supply Easement in gross – CT's.NA36334 to NA36338 inclusive – 54A Clayburn Road – SPW 21376
2496	WCC - Clayburn Developments Limited	Drainage Easement in gross – CTs.NA35324 to NA35327 inclusive and CTs.NA35331 to NA35339 inclusive – 54A Clayburn Road – SPW 21376
2497	WCC - Clayburn Developments Limited	Fencing Agreement – CTs.NA35322, NA35323, NA35325, NA35326 – 54A Clayburn Road – SPW 21376
2498	WCC - Jeannette Ibrahim	Warrant of Appointment and Evidence of Identity – No.0007
2499	WCC - Peter Brian Dowling	Warrant of Appointment and Evidence of Identity – No.0018
2500	WCC - Jayesh Kumar Solanki	Warrant of Appointment and Evidence of Identity – No.0019
2501	WCC - Holger Hans Mallow	Warrant of Appointment and Evidence of Identity – No.0020
2502	WCC - Edwin John Greensmith	Warrant of Appointment and Evidence of Identity – No.0021
2503	WCC - Mervyn Finlay Bennett	Warrant of Appointment and Evidence of Identity – No.0040
2504	WCC - Raymond Stewart Goulter	Warrant of Appointment and Evidence of Identity – No.0042
2505	WCC - Gary Christopher Hogg	Warrant of Appointment and Evidence of Identity – No.0043
2506	WCC - Stephen Wayne Phillips	Warrant of Appointment and Evidence of Identity – No.0044
2507	WCC - Stephen Frederick Steel	Warrant of Appointment and Evidence of Identity – No.0045
2508	WCC - Grant Joel O'Flaherty	Warrant of Appointment and Evidence of Identity – No.0046
2509	WCC - James Guthrie	Warrant of Appointment and Evidence of Identity – No.0047
2510	WCC - Anne Haggerty	Warrant of Appointment and Evidence of Identity – No.0048
2511	WCC - Jonathan Charles Harness	Temporary Warrant of Appointment
2512	WCC - Tara Max Ross-Watt	Temporary Warrant of Appointment
2513	WCC - Amy Louise Bazeley	Temporary Warrant of Appointment
2514	WCC - Anil Vikash Karan	Temporary Warrant of Appointment
2515	Edward St George Sides	Temporary Warrant of Appointment

N°	NAME	PARTICULARS
2516	WCC - Glennys Jeanne Prime	Temporary Warrant of Appointment
2517	WCC - Rebecca Ann Hilton	Temporary Warrant of Appointment
2518	WCC - Stephen George Pullan	Temporary Warrant of Appointment
2519	WCC - Tri-West Homes Limited and Bryan Walden Limited	Drainage Easement in gross – CTs.NA65854 to NA65868 inclusive – 10-38 Clover Drive – SPW 20551
2520	WCC - Tri-West Homes Limited and Bryan Walden Limited	Water Supply Easement in gross – CTs.NA65854 to NA65868 inclusive – 10-38 Clover Drive – SPW 20551
2521	WCC - Body Corporate 202184	(Pedestrian) Right-of-Way Easement in gross – 2 Hulme Place – Lots 1 and 2 DP 183860 – SPW 20798
2522	WCC - Henderson Womens Bowling Club	Deed of Assignment of Lease to Henderson Bowls Inc (re Henderson Bowling Club at Cranwell Park)
2523	WCC - Te Akoranga Playcentre Association Inc	Deed of Lease of part of Levy Reserve (re Glen Eden Playcentre)
2524	WCC - Pacific Island Advisory Board of Waitakere City Inc	Deed of Lease of part of Corbans Estate (re World Rooms etc)
2525	WCC - Estate Homes Limited	Fencing Agreement – CTs.NA60364 and NA60377 – Ranui Station Road (Stage 2) – SPW 20937
2526	WCC - Estate Homes Limited	Drainage Easement in gross – CTs.NA60359 to NA60364 inclusive and NA60377 – Ranui Station Road (Stage 2) – SPW 20937
2527	WCC - Astley Family Company Limited	Drainage Easement in gross – CT.NA65376 – 60 Portage Road – SPW 21581
2528	WCC - Corbans Village Custodians Limited	Release of Uncompleted Works and Maintenance Bond – CT.NA136C/104 – SPW 21308
2529	WCC - Corbans Village Custodians Limited	Variation of Uncompleted Works and Maintenance Bond – CTs.NA137C/821, NA137C/823 and NA137C/825 – SPW 21308
2530	WCC - A Nachmany and PJB Stewart	Fencing Agreement - CT.NA68583 – 20 Bedford Street – SPW 20991
2531	WCC - A Nachmany and PJB Stewart	Drainage Easement in gross – CT.NA68582 – 20 Bedford Street – SPW 20991
2532	WCC - Mobil Oil New Zealand Limited	Surrender of Water Supply Easement in gross – CT.36D/153 – 393-397 Don Buck Road – SPW 20008
2533	WCC - Mobil Oil New Zealand Limited	Water Supply Easement in gross – CTs.139D/473 and 139D/474 – 393-397 Don Buck Road – SPW 20008
2534	WCC - Mobil Oil New Zealand Limited	Fencing Agreement – CTs.139D/473 and 139D/474 – 393-397 Don Buck Road – SPW 20008

N°		NAME	PARTICULARS
2535	WCC		Discharge of Memorandum of Encumbrance B993481.1 – CT.NA8D/294 – 675 South Titirangi Road
2536	WCC		Approval of Survey Plan by WCC as owners – Lots 1-8 DP 317094 – Subdivision at Memorial Drive, New Lynn – SPW 21590
2537	WCC -	GJ and JH Murie	Fencing Agreement re Lot 1 DP 210586 – 7 Chapman Road – SPW 20847
2538	WCC -	M and P Peach Limited	Deed of Assignment of Sub-Lease re part of 17 Clearwater Road (Westpark Developments Ltd as Landlord)
2539	WCC -	GA and MP Van Kuijk	Surrender of Water Drainage Easement in gross – CT.NA5A/761 – 220 Henderson Valley Road – SPW W20944
2540	WCC -	PG Raynes and SL Taylor	Drainage Easement in gross – CTs.74351, 74352 and 74353 – 120D Rosier Road – SPW 20434
2541	WCC -	WG, GR and K-L Miller	Drainage Easement in gross – CT.NA137C/917 – 645-657 South Titirangi Road – SPW 20907
2542	WCC -	GSJ Developments Limited	Fencing Agreement re Lot 2 DP 319026 – 6A Vardon Road – SPW 21577
2543	WCC -	Natalie Kay Marsden	Warrant of Appointment and Evidence of Identity – No.0049

RECOMMENDATIONS

1. That the information be received.
2. That the action taken in affixing the Common Seal on the documents as set out in the agenda report be adopted.

Report prepared by: Magdalene Conceicao, Executive Officer (Legal).



PART IV - FINANCE

9 WAIKUMETE CEMETERY AND CREMATORIUM PROPOSED FEE STRUCTURE

PURPOSE OF THE REPORT

This report seeks the Finance and Operational Performance Committee's approval and subsequent recommendation to Council for amendments to the current burial and cremation fee structure.

BACKGROUND

The last fee increase for burials at Waikumete was in January 2002. In 1998 Council approved the move to a 3-tiered price differential based on the desirability of burial sites within Waikumete, the purpose being to recover associated costs, as indicated by the Funding Policy. Though this has resulted in increased burial revenues, it has not disadvantaged those residents with limited spending power and is comparable with other Cemetery fees in the region.

Waikumete Cemetery also provides specific areas for religious denominations, these being Hebrew, Liberal Hebrew, Muslim and Liberal Muslim areas, and which were also last reviewed in January 2002.

A report on this matter was presented to the Finance and Operational Performance Committee's meeting of 12 December 2002 and the Committee resolved as follows:

"That the Waikumete Cemetery and Crematorium Fee Structure be reviewed during the 2003/2004 Annual Plan process after the renegotiation of the Waikumete Cemetery and Crematorium Collective Employment Agreement".

3603/2002

STRATEGIC CONTEXT

Under the Burial and Cremation Act 1964 Council is legally required to ensure that an operational cemetery is available within its jurisdiction.

Council's Funding Policy for Waikumete Cemetery and Crematorium states:

"Burial and Crematorium services, including maintenance of plots, will be funded from user charges. The level of user charges will cover the cost of debt servicing and the decline in service potential of the assets."

The fee structure previously recommended included a surcharge for burial and cremation services on Saturday morning and Saturday afternoon. This took into account the need to pay staff penal rates for such work.

ISSUES

In order to address the issues raised by the Finance and Operational Performance Committee a number of options were considered in consultation with the Amalgamated Workers Union with regard to staffing levels and the Collective Employment Contract. The options are as follows:

- 1) Increase staffing levels – staffing levels at Waikumete Cemetery had been reduced from 7 to 5 to reflect a reduction in the number of cremation services and to optimise costs. Consequently there are enough staff to cover weekday services and staff are requested to work overtime to provide Saturday services. Thus an option was considered to increase staff numbers to 7 to provide coverage six days a week. The additional cost of this option is \$60,000 per annum.

- 2) Roster staff – under this option existing staff would be rostered to provide coverage for six days. This would require two additional temporary staff, cost \$46,000 per annum.
- 3) Continue existing arrangements – this provides maximum flexibility and costs \$30,000 per annum. It is considered that this is the most effective option.

Thus the issue is how to recover the additional costs in an equitable manner, leading to two options for setting fees as follows:

- Option 1 – costs so that all services are charged the same fee regardless of the day; or
- Option 2 – apply a surcharge to recover the actual cost for Saturday morning and Saturday afternoon services.

Option 2 represents current practice is favoured as this in line with other cemeteries and is based on the Funding Policy's principles of equitable allocation of costs.

It is proposed to review the fees to recover costs increases and provide funding to address a number of issues that have been recently identified at the Waikumete Cemetery and Crematorium, as follows:

- Developing and implementing a marketing plan;
- Developing and implementing a comprehensive asset management plan;
- Replacing the cremator;
- Consideration of providing reception facilities;
- Improving routine and preventative maintenance; and
- Implementing the conservation plan and landscape maintenance plan.

These issues are being further developed for consideration by Council through the 2003/2004 Long Term Council Community Plan and Annual Plan.

All fees quoted in this report are GST inclusive.

BURIAL LEVY – ONGOING MAINTENANCE

The Conservation Plan for Waikumete Cemetery has estimated the maximum burial capacity to be 30 years. The subsequent Landscape Maintenance Plan for the Cemetery identified the work and associated costs required for the ongoing maintenance of both the older and operational areas of the Cemetery.

The Waikumete Special Fund was established to provide for the upgrading and ongoing maintenance of Waikumete Cemetery. It is necessary, and in line with industry best practice, to set aside a levy fee with each plot sale to fund future maintenance needs. It is currently estimated that in order to cover on-going maintenance, approximately 10% of plot sales be set aside. This will have an estimated annual financial impact of \$47,250.00, which will result in the Cemetery being unable to fulfil the current financial policy. Any impact upon rates has been included in the draft 2003/2004 Annual Plan.

The issue of any amendment of the Funding Policy will be considered via the Long Term Council Community Plan and Annual Plan.

PROPOSED HEBREW AND MUSLIM PLOT PURCHASE AND BURIAL FEES

Waikumete is the only cemetery within the Auckland region that provides a specific area for Hebrew burials and one of two providing for Muslim burials.

In order to comply with Council's Funding Policy and align with the existing price differentiation of burial plots located within 'preferred' areas, it is consistent to adjust the plot purchase price and digging fee for the following areas: Due to the nature of the Muslim and Hebrew burial (i.e. the family manage the burial rather than a Funeral Director), consultation has been undertaken with the Hebrew and Muslim Associations, who recognise that a price review is now due. The proposed fees are set out in table 1.

WAIKUMETE CEMETERY		Existing Fees	Proposed Fees	% Increase
Hebrew (includes Liberal Hebrew)	Plot purchase	\$1,525.50	\$1,600	4.9%
	Digging fee	\$ 650.25	\$ 680	4.6%
Muslim (includes Liberal Muslim)	Plot purchase	\$1,800.00	\$1,890	5.0%
	Digging fee	\$ 780.75	\$ 820	5.0%

Table 1: Proposed Hebrew and Muslim Fees for Waikumete Cemetery and Crematorium

It should be noted from the table above that:

- (a) the proposed increase in the Hebrew digging fee to \$690 is set to reflect the required hand digging;
- (b) the Muslim digging fee reflects the special requirements of the Muslim Association;
- (c) the Muslim plot price reflects that the graves are 1.8m wide and not the standard 1.2m.

SWANSON CEMETERY AND URUPA

Consultation with the industry has been undertaken with regard to a plot fee price increase and no adverse comment has been received. An increase in the plot purchase price for Swanson Cemetery and the Urupa will bring the charges in line with other comparable sites within Waikumete Cemetery. The proposed fees are set out in Table 2.

SWANSON CEMETERY AND URUPA		Existing Fees	Proposed Fees	% Increase
Plot purchase Swanson		\$1300.50	\$1,350	3.8%
Plot Purchase Urupa		\$1225.00	\$1,350	10.2%
Digging fee	single depth	\$ 519.75	\$ 545	4.9%
	double depth	\$ 650.25	\$ 690	6.1%

Table 2: Existing and Proposed Fees for Swanson Cemetery and Urupa

WAIKUMETE CEMETERY AND CREMATION SERVICES

Fees have been revised to take into account the issues discussed above and fees charged by other service providers, as set out in table 3.

ITEM		Current Waikumete	North Shore	Purewa	Manukau	Mangere
Cremation	Cremation only	\$236.25	255.00	\$247.50	\$210.00	\$200.00
	Chapel Hire	\$135.00	\$150.00	\$320.63	\$110.00	\$160.00
	Full Service	\$371.25	\$405.00	\$568.13	\$320.00	\$360.00
	Saturday am	\$436.25	\$505.00	\$438.75	\$360.00	\$312.50
	Saturday pm	\$536.25	\$605.00	\$438.75	\$360.00	\$312.50
	Ash Interment	\$120.00	\$120.00	\$236.25	\$100.00	\$90.00
Plots	Lawn	\$1,300.50	\$1,450.00	\$2,812.50	\$1,460.00	\$1,400.00
	Berm	\$1,525.50	\$1,750.00		\$1,840.00	\$1,900.00
	East Berm	\$2,850.75	-	-	-	-
Digging	Interment – single depth	\$519.75	\$550.00	\$787.50	\$485.00	\$378
	Double depth	\$650.25	\$750.00	\$843.75	\$485.00	\$441
	Triple depth	-	-	-	\$530.00	\$680
	Additional Cost for Saturday am	\$200.00	\$250.00	\$337.50	\$280.00	\$112.50
	Additional Cost for Saturday pm	\$300.00	\$350.00	\$416.25	\$280.00	\$112.50
Miscellaneous	RSA maintenance fee	\$162.00	\$250.00	-	\$315.00	-
	Disinterment	\$1,500.00	\$600	\$2,000	\$2,000	\$2,200
	Mausoleum Site	\$9,000.00				
	Monumental fee	\$30.00	-	\$200.00	\$30.00	\$33.75
Rate of last increase		01/01/02	01/10/00	01/05/02	01/07/02	01/11/02

Table 3: Current Fees Comparison With Other Cemeteries

Proposed Fees

The proposed fees are set out in table 4. It should be noted that the other Auckland Cemeteries and Crematoria have indicated that their current level of fees will be increased in 2003.

ITEM		Current Waikumete	Proposed Waikumete	Percentage Change
Cremation	Cremation only	\$236.25	\$240	1.6%
	Chapel Hire	\$135.00	\$150	11.1%
	Full Service	\$371.25	\$390	5.1%
	Saturday am	\$436.25	\$450	3.2%
	Saturday pm	\$536.25	\$555	3.5%
	Ash Interment	\$120.00	\$126	5.0%
Plots	Lawn	\$1,300.50	\$1,370	5.3%
	Berm	\$1,525.50	\$1,600	4.9%
	East Berm	\$2,850.75	\$3,000	5.2%
Digging	Interment single depth	\$519.75	\$550	5.8%
	Double depth	\$650.25	\$680	4.6%
	Additional Fee for Saturday am	\$200.00	\$210	5.0%
	Additional Fee for Saturday pm	\$300.00	\$315	5.0%
Miscellaneous	RSA maintenance fee	\$162.00	\$170	4.9%
	Disinterment	\$1,500.00	\$2,000	33.3%
	Mausoleum Site	\$9,000.00	\$9,450	5%
	Monumental fee	\$30.00	\$30	0%

Table 4: Waikumete Cemetery and Crematorium Proposed Fees

CONCLUSION

Following a review of the market and consultation with the relevant interested parties and Associations, it is now considered appropriate for an increase in some fees in order to recoup the full costs associated with burial and future maintenance of the Waikumete Cemetery and Crematorium.

RECOMMENDATIONS

1. That the information be received.
2. That it be recommended to Council that the following fees be set for Cemetery and Crematorium services to be effective from 1 May 2003, as follows:

WAIKUMETE CEMETERY		Proposed Fees
Hebrew (includes Liberal Hebrew)	Plot purchase	\$1,600
	Digging fee	\$ 680
Muslim (includes Liberal Muslim)	Plot purchase	\$1,890
	Digging fee	\$ 820

Hebrew and Muslim Fees for Waikumete Cemetery and Crematorium

SWANSON CEMETERY AND URUPA		Proposed Fees
Plot purchase Swanson		\$1,350
Plot Purchase Urupa		\$1,350
Digging fee	single depth	\$ 545
	double depth	\$ 690

Fees for Swanson Cemetery and Urupa

ITEM		Proposed Waikumete
Cremation	Cremation only	\$ 240
	Chapel Hire	\$ 150
	Full Service	\$ 390
	Saturday am	\$ 450
	Saturday pm	\$ 555
	Ash Interment	\$ 126
Plots	Lawn	\$1,370
	Berm	\$1,600
	East Berm	\$3,000
Digging	Interment single depth	\$ 550
	Double depth	\$ 680
	Additional Fee for Saturday am	\$ 210
	Additional Fee for Saturday pm	\$ 315
Miscellaneous	RSA maintenance fee	\$ 170
	Disinterment	\$2,000
	Mausoleum Site	\$9,450
	Monumental fee	\$ 30

Waikumete Cemetery and Crematorium Proposed Fees

Report prepared by: Graham Resnick, Manager: Waikumete Cemetery and Crematorium.



10 POWER UNDERGROUNDING

PURPOSE OF THE REPORT

The purpose of this report is to obtain approval for the proposed expenditure for the power under grounding programme.

BACKGROUND

The Council has an interest in United Networks through the Waitemata Electricity Trust. Under the Trust Deed, the member Councils do not receive a cash dividend but benefit from power undergrounding work. Council Committees are responsible for reviewing and approving a prioritised power undergrounding programme and expenditure.

Negotiations on the establishment of a new Deed of Settlement have amended the Trust Deed agreement. From the settlement in October 2002, \$9.9 million is available to the member Councils for the undergrounding programme. It is important that Waitakere Council benefits from an equitable share of that fund. About \$5 million is expected to be available to Waitakere City Council for its undergrounding programme for work completed by July 2004. A prioritised programme must be agreed to so that desired undergrounding projects can be completed over the remaining 18 months term.

A report on this matter was considered by the City Development Committee on 6 March 2003, with the following resolutions:

- “1. That the information be received.
2. That a priority programme for power undergrounding for \$5.0 million be approved by the City Development Committee, including the following projects:

Project	Estimated Cost \$
<i>Great North Road - Sabulite Road to Hepburn</i>	<i>600,000</i>
<i>Various Power Lines obstructions to transportation (as detailed On pages A55 to A59 of the agenda report)</i>	<i>600,000</i>
<i>Te Atatu Road - Edmonton Road to Bridge Avenue</i>	<i>1,320,000</i>
<i>Edmonton Road - Alderman Drive to Bosnyak Drive</i>	<i>1,352,000</i>
<i>West Coast Road - Westward Ho to Janet Clews Place</i>	<i>680,000</i>
<i>West Coast Road - Karimu Stream to Shaw Road</i>	<i>396,000</i>
TOTAL	4,948,000”

370/2003

STRATEGIC CONTEXT

The prioritisation of different roads for power undergrounding is based on alignment with Urban Villages projects, economic development and safety priorities and to encourage the development of attractive urban places. Areas have been actioned according to a priority list. The conversion of overhead reticulation to underground in association with urban revitalisation, major city centre approaches and through traffic routes is in accordance with this. The removal of power poles on busy traffic routes contributes to safety. Undergrounding has also been undertaken to assist businesses, such as the marine industry by removing height limitations.

ISSUES

Prioritising Criteria

The following prioritising criteria have been used in the prioritising of power undergrounding work:

- Safety (Accident history);
- Power line obstructions to transportation (low aerial on roads, obstructions to helicopters, etc.);
- Provision of Broad Band (i.e. a high speed information technology connection);
- Developmental and new growth areas;
- Continuity with adjoining underground service supply;
- Visual and landscape impact; and
- Renewal of existing services.

Undergrounding Programme

Up to date about \$14.2 million of the Trust funds have been spent on work within Waitakere City for undergrounding power.

A9 - A12

Attached at pages A9 to A12 is the priority programme presented to the City Development Committee. The programme shows all the proposed future projects to be carried out. United Networks, has agreed to the revised programme for all non committed works.

Council needs to finalise a priority work program and expenditure cover the \$5 million Trust funds for works to be completed by mid 2004. The programme recommended by the City Development Committee is shown in table 1:

Project	Estimated Cost \$
Great North Road – Sabulite Road to Hepburn Road	600,000
Various Power Lines obstructions to transportation	600,000
Te Atatu Road – Edmonton Road to Bridge Avenue	1,320,000
Edmonton Road – Alderman Drive to Bosnyak Drive	1,352,000
West Coast Road – Westward Ho to Janet Clews Place	680,000
West Coast Road – Karimu Stream to Shaw Road	396,000
TOTAL	4,948,000

Table 1 – recommended power undergrounding works

It is unlikely that more of the programme can be completed with available funds. Any further under grounding work will require Council funding.

The funding values shown include replacement of street lights where the poles are to be removed.

RESOURCES

The capital costs for under grounding power up to and including 2004 are met through the Waitemata Electricity Trust.

CONCLUSION

Funding of \$5 million is available from the Waitemata Electricity Trust for under grounding power. A programme is provided for this work. Once the Committee has approved the power under grounding expenditure, it will be implemented by United Networks.

RECOMMENDATIONS

1. That the information be received.
2. That expenditure of the Waitemata Electricity Trust funds for power undergrounding for the following projects be approved:

Project	Estimated Cost \$
Great North Road – Sabulite Road to Hepburn Road	600,000
Various Power Lines obstructions to transportation	600,000
Te Atatu Road – Edmonton Road to Bridge Avenue	1,320,000
Edmonton Road – Alderman Drive to Bosnyak Drive	1,352,000
West Coast Road – Westward Ho to Janet Clews Place	680,000
West Coast Road – Karimu Stream to Shaw Road	396,000
TOTAL	4,948,000

Report prepared by: Edwin Dearham, Transportation Engineer: Planning.



11 HENDERSON CREEK AND PROJECT TWIN STREAMS - FINANCIAL ISSUES

PURPOSE OF THE REPORT

The purpose of this report is to recommend to the Finance Operational Performance Committee the adoption of financial contributions for Project Twin Streams, required to manage stormwater due to development within the catchment. The report also seeks approval to recommend to Council acceptance of funding grants that may be made available by Infrastructure Auckland.

BACKGROUND

In 1997/1998 Council initiated studies to address stormwater effects in the Oratia and Opanuku Streams. This resulted in a work programme to identify solutions to avoid, remedy and mitigate effects, and the creation of Project Twin Streams.

Project Twin Streams has the following objectives:

- to address flooding issues in the Oratia and Opanuku Streams;
- to provide a framework for the resolution of stormwater issues in the Oratia Structure Plan;
- to provide for ongoing development in the Oratia and Opanuku Streams; and
- to improve stream ecology and water quality.

A47

A map showing the extent of the Project Twin Streams catchment boundary is attached at page A47.

A report was presented to the Works and Services Committee on 10 September 2001 on the scope and consultation programme for Project Twin Streams, which resolved:

1. *That the information be received.*
2. *That the Twin Streams project be approved subject to the consideration of funding requirements through the 2002/2003 Annual Budget process.*
3. *That all new development in the Oratia and Opanuku Stream catchments be required to mitigate the adverse effects of stormwater, provided that where the adverse effects can not be fully mitigated developers be given the option of providing partial mitigation and paying in part or in full for stormwater mitigation works to be carried out by the Council in the catchment.*
4. *That stormwater mitigation charges of \$5,000 plus GST be applied to all new residential lots created by the subdivision process in the Oratia and Opanuku Stream catchments.*
5. *That stormwater mitigation charges be applied to industrial and commercial development in the Oratia and Opanuku Stream catchment calculated on the percentage of impervious area created by the development compared to the total catchment area."*

2111/2001

The above resolution was reconfirmed at a meeting of the Environmental Management Committee in March 2002 as follows:

1. *That the resolutions set out hereunder pertaining to Project Twin Streams passed at the Works and Services Committee meeting of 10 September 2001 be confirmed.*
 1. *That the information be received.*
 2. *That the Twin Streams project be approved subject to the consideration of funding requirements through the 2002/2003 Annual Budget process.*
 3. *That all new development in the Oratia and Opanuku Stream catchments be required to mitigate the adverse effects of stormwater, provided that where the adverse effects can not be fully mitigated developers be given the option of providing partial mitigation and paying in part or in full for stormwater mitigation works to be carried out by the Council in the catchment.*
 4. *That stormwater mitigation charges of \$5,000 plus GST be applied to all new residential lots created by the subdivision process in the Oratia and Opanuku Stream catchments.*

5. *That stormwater mitigation charges be applied to industrial and commercial development in the Oratia and Opanuku Stream catchment calculated on the percentage of impervious area created by the development compared to the total catchment area”.*

and:

“That Councillor Stone be the spokesperson for the launch process”

2. *That the ten year financial commitment required for the implementation of Project Twin Streams be considered through the draft 2002/2003 Annual Plan process.*
3. *That the Auckland Regional Council be advised of Council’s commitment to Project Twin Streams.*
4. *That the Chairperson of this Committee be the spokesperson for the consultation programme”.*

403/2002

STRATEGIC CONTEXT

Project Twin Streams will contribute to the following strategic objectives:

- Implementation of the Council’s strategic platforms for Urban Villages, the Green Network and the Three Waters;
- Compliance with the Local Government Act and the Resource Management Act; and
- Enabling development in the catchment.

The project promotes integrated management in line with the Resource Management Act; particularly in terms of economic, social and environmental concerns, cross-Council integration, for example with roads, locality planning, parks, urban villages work and integration of stormwater management with protection and enhancement of the natural environment.

FUNDING OF WORKS

Project Twin Streams is a comprehensive response to manage stormwater in the Oratia and Opanuku Stream catchments. In part, the project is required to meet the demand for future development within these catchments. It is therefore appropriate that developers pay a financial contribution towards the works required, where mitigation of effects is not otherwise possible as part of a development. An investigation has been carried out which forms the basis for introducing financial contribution requirements for part of the flood mitigation costs of the project.

The implementation programme for the project will run over 8 years. Generally, the implementation programme would be designed so as to match as closely as possible the rate of development in the catchment and thus maximise cash flow. Two and a half million dollars has been set aside in the 2002/2003 annual plan, and further annual plan commitments will be sought throughout the term of the project. Council’s funding will be recovered by financial contributions. It has been proposed that the riparian margins works be funded by loan, and \$19.5 million is being sought from Infrastructure Auckland for those works. It is also proposed to seek funding from Transfund for stormwater effects arising from roading works.

This leaves possible funding from financial contributions for development within the catchments, which requires the quantity/ quality works being carried out. In this respect, it will be noted that the September 2001 and March 2002 resolutions outlined above set a \$5,000 plus GST contribution for residential developments, with industrial and commercial development contributions to be based on the amount of impermeable surface. These amounts have now been clarified through further investigations, and revised contributions are proposed.

LEGAL REQUIREMENTS

The Council may require financial contributions to fund or assist in funding infrastructure works. However there are parameters within which financial contributions may be imposed. This section of the report outlines the basis the Waitakere City Council has adopted for the financial contributions imposed in respect of stormwater quantity works in the Oratia and Opanuku Catchments.

It will be noted that this approach is legislatively based on the provisions of the Local Government Act 1974 and its amendments, which still apply through transitional provisions of the Resource Management Act 1991 (sections 407 and 409). It is possible that there will be a review once development contributions policy and provisions are introduced pursuant to the new Local Government Act 2002.

Statutory Powers and Obligations

As at December 2002, the Waitakere District Plan does not contain operative financial contribution provisions of a type envisaged by the Resource Management Act 1991. In this case, sections 407 and 409 of the Resource Management Act 1991 provide that the Council may impose (amongst other matters) any condition which could have been imposed under sections 283 and 294 of the Local Government Act 1974.

Section 283 provides for conditions to be imposed on the subdivision of land in prescribed circumstances the "fair and reasonable" costs of the upgrading of systems relating to, amongst other matters, drainage. Section 283 (2) provides that "the liability of the owner ... shall be limited to the extent to which the works in respect of which he is so liable serve or are intended to serve the land in the subdivision".

Section 294B allows any condition which may be imposed on the subdivision of land (including section 283) to also be imposed on "developments" ("development" is defined in section 271A). Section 294 (10) further provides that the Council may refuse a building consent if "adequate provision has not been made or is not practicable for stormwater drainage ... of the land".

Case law has established that a financial contribution must be "fair and reasonable" and must not exceed an amount relating to recouping the costs incurred by the Council in providing infrastructure to serve the development proposed. Any funding derived from other sources must also be taken into account.

COSTS TO BE RECOVERED THROUGH FINANCIAL CONTRIBUTIONS

With regard to stormwater quantity the total cost of proposed works is approximately \$7m for the Opanuku catchment and \$13.5m for the Oratia catchment. In respect of the Oratia catchment in particular, the Auckland Regional Council has made it clear to Council that the issues are such that further development should not be permitted unless flood mitigation works are carried out. Similar issues are likely to arise in the Opanuku catchment. There is accordingly a direct link between the need for flood mitigation works and future development. This is not to say, however, that all of the costs of stormwater quantity mitigation works should be imposed on new development. Those works are in part necessary to address pre-existing issues. It has been concluded that, for the Oratia catchment, 40% of stormwater quantity costs should be met through financial contributions and 35% in the Opanuku catchments. The different percentages reflect the different sensitivities of each catchment to new development. Note also that, while a greater percentage of cost share could possibly be justified, there is a need to ensure that financial contributions are not set at a level which may discourage development, particularly development which will meet regional and Council objectives such as encouraging residential consolidation and commercial and industrial activity around town centres and transport nodes.

With regard to stormwater quality costs, the benefits to be achieved will likely relate equally to the existing population and future populations. In other words, the need for those works is no greater for future development than it is for development already in place. The expected amount of new development in these catchments is only a relatively small percentage of existing development. As also noted above, there is a possibility of obtaining Infrastructure Auckland funding for riparian margins works. For these reasons, it is not proposed at this stage that there be financial contributions imposed for stormwater quality works. However this may need to be addressed again at a later date.

Recommended Financial Contributions

The costs to be recovered by financial contributions for stormwater quantity works associated with Project Twin Streams are as follows:-

- Opanuku Catchment \$2,470,427 (plus GST)
- Oratia Catchment \$5,467,776 (plus GST)

A13 - A46

The basis for the calculation of financial contributions are set out in the reports attached at pages A13 to A46. In order to recover the costs the recommended financial contributions as follows:

Oratia Stream Catchment Financial Contributions

For the Oratia Catchment financial contributions are proposed to mitigate the new development impacts of stormwater (quantity), as set out in Table 1:

Development Type	Contribution Requirement
Foothills Lots	\$5,939/ lot
Residential Lots	\$2,673/ lot
Medium Density Units	\$1,485/ unit
Commercial/ Industrial Development	\$9.90/m ² of impermeable coverage

Table 1 – Oratia Stream Financial Contributions

Note that the contributions are GST exclusive.

Opanuku Stream Catchment Financial Contributions

For the Opanuku Catchment financial contributions are proposed to mitigate the new development impacts of stormwater (quantity), as set out in table 2:

Development Type	Contribution Requirement
Foothills Lots	\$8,376/lot
Residential Lots	\$3,769/lot
Medium Density Units	\$2,094/unit
Commercial/ Industrial Development	\$13.96/m ² of impermeable coverage

Table 2 – Opanuku Stream Financial Contributions

Note that the contributions are GST exclusive.

The amounts in tables 1 and 2 may be reduced if lesser impermeable coverage areas are achieved by onsite mitigation techniques satisfactory to Council such arrangements to be suitably protected by legal agreement.

If impermeable coverage is less than the standard, then the contribution would be less also. This will encourage developers to minimise the amount of impermeable surface, thus also minimising potential stormwater effects.

It will also be necessary to review the contributions on a regular basis to ensure that income derived from contributions is equivalent to expenditure profiles.

INFRASTRUCTURE AUCKLAND FUNDING

Discussions were held with Infrastructure Auckland during 2002 to establish the criteria for funding applications for Project Twin Streams. As a result of these discussions, Infrastructure Auckland advised Council to lodge a regional application for the whole catchment draining to the Henderson Creek as this is a regionally significant receiving environment.

A47 - A48

Subsequently, Waitakere City Council lodged a regional stormwater application with Infrastructure Auckland in late 2002 for the Henderson Creek Catchment. This catchment comprises the Oratia, Opanuku and Swanson Stream catchments together with parts of Massey and Te Atatu Peninsula and is shown at pages A47 to A48.

The significance of the Regional Application is that it enables Council to apply to Infrastructure Auckland for 100% of funding for individual projects, rather than the normal 50% funding. The Infrastructure Auckland Board in February 2003 approved in principle the Henderson Creek application as being regionally significant.

When considering projects for funding suitability, Infrastructure Auckland has regard to:

1. The benefits of the wider Auckland community (including the community cost/benefit);
2. Promotion of Regional Strategies;
3. The spread of projects through the region;
4. Enhancement of Regional economic performance; and
5. The urgency of the project (for a variety of reasons).

Council has subsequently prepared five separate applications within the Henderson Creek Catchment for funding by Infrastructure Auckland. These five project applications are detailed below.

Project One: Henderson Creek: Project Twin Streams South Henderson Riparian Planting

A48

Riparian planting and stormwater treatment is to be undertaken in South Henderson Creek of Project Twin Streams as outlined in the map attached at page A48. The project area extends from the North Western Motorway to Henderson Town Centre along both sides of the Henderson Creek.

The estimated cost of this project is \$1,811,480. The amount sought from Infrastructure Auckland is \$1,532,801. It is expected to carry this project out over a 5 year period from 2003/2004 to be completed in 2008/2009.

Project Two: Henderson Creek: Project Twin Streams Pixie Stream

The project involves the implementation of stormwater treatment works in three areas:

- The creation of a wetland adjacent to the tennis courts located at Rutherford College. This area is currently exotic bush with an overland drain. The works will involve opening up and diverting stormwater drains in the area to flow through the proposed wetland.
- Riparian planting of the Pixie Stream, which will capture run-off from the rugby league field as well as adjacent residential areas.
- Installation of swale for the treatment of stormwater run-off from the Te Atatu Rugby League Club parking area.

The estimated cost of this project is \$355,781. The amount sought from Infrastructure Auckland is \$327,714. It is expected to carry this project out over two years commencing in 2003/2004.

Project Three: Henderson Creek Project Twin Streams: Waikumete (Area 3) Riparian Planting

Riparian planting and stormwater treatment is to be undertaken in Waikumete Stream as outlined in the map.

The project will involve part or complete purchase of various properties for stormwater management together with planting of a 20 metre wide riparian margin along the entire length of the stream.

The estimated cost of the project is \$12,934,384. The amount sought from Infrastructure Auckland is \$10,151,468.

It is expected to carry this project out over a 5 year period from 2003/2004 to be completed in 2008/2009.

Project Four: Henderson Creek: Project Twin Streams: Lower Oratia (Area 2) Riparian Planting

Riparian planting and stormwater treatment is to be undertaken in the Lower Oratia Stream as outlined in the map. The project area extends from the Henderson Town Centre, Rangeview Road and Parrs Cross Road.

The project involves part or complete purchase of various properties for stormwater management together with planting of a 20 metre wide riparian margin along the length of the stream.

The estimated cost of the project is \$10,307,170. The amount sought from Infrastructure Auckland is \$7,452,006. It is expected to carry this project out over a 5 year period from 2003/2004 to be completed in 2008/2009.

Project Five: Henderson Creek: Swanson Streams Riparian Planting

Riparian planting and stormwater treatment is to be undertaken in the Swanson Stream as outlined in the map. The project area extends from Woodside Road to Parklands Avenue.

The project involved gaining easements over various properties for stormwater management together with planting of a 20 metre wide riparian margin along the entire length of the stream.

The estimated cost of the projects \$4,737,425. The amount sought from Infrastructure Auckland is \$4,019,854. It is expected to carry out this project over a five year period from 2003/2004 to be completed in 2008/2009. The balance of funding will be sourced from financial contributions, which will be calculated and reported back to the Finance and Operational Performance Committee once the amount of Infrastructure Auckland funding has been confirmed.

RESOURCES

Funding has been provided in the 2003/2003 Annual Plan and the Long Term Council Community Plan on the basis that costs will be recovered through financial contributions and Infrastructure Auckland funding. In order to ensure full cost recovery, a self funding account will be established. Therefore, it is recommended that authority be given to transfer costs incurred during 2002/2003 to the self funding account and the surplus be included in the Council's accounts.

CONCLUSION

Financial contribution requirements for Project Twin Streams have been reassessed utilising a detailed analysis. Contributions are proposed to recover costs of stormwater quantity mitigation works.

Implementation of the work programme includes five projects that are aligned with Council's Strategic direction and will largely be funded by Infrastructure Auckland.

RECOMMENDATIONS

1. That the information be received.
2. That stormwater quantity mitigation financial contributions be imposed the Opanuku catchment and in the Oratia catchment as follows:

Development Type	Contribution Requirement
Foothills Lots	\$5,939/ lot
Residential Lots	\$2,673/ lot
Medium Density Units	\$1,485/ unit
Commercial/ Industrial Development	\$9.90/m ² of impermeable coverage

Oratia Stream Financial Contributions

Development Type	Contribution Requirement
Foothills Lots	\$8,376/lot
Residential Lots	\$3,769/lot
Medium Density Units	\$2,094/unit
Commercial/ Industrial Development	\$13.96/m ² of impermeable coverage

Opanuku Stream Financial Contributions

Note that the contributions are GST exclusive.

3. That if impermeable coverage is less than the standard, then the contribution would be reduced accordingly. This will encourage developers to minimise the amount of impermeable surface, thus also minimising potential stormwater effects.
4. That the contributions be reviewed on a regular basis to ensure that income derived from contributions is equivalent to expenditure profiles.
5. That resolutions 2111/2001 and 403/2002 be rescinded.
6. That the Chief Executive be authorised to transfer all costs associated with Project Twin Streams to a self funding account and that expenditure and budget for 2002/2003 be declared as surplus.
7. That it be recommended to Council to accept any funding grant offered by Infrastructure Auckland for Henderson Creek: Project Twin Streams South Henderson Riparian Planting stormwater application.
8. That it be recommended to Council to accept any funding grant offered by Infrastructure Auckland for Henderson Creek: Project Twin Streams Pixie Streams.
9. That it be recommended to Council to accept any funding grant offered by Infrastructure Auckland for Henderson Creek: Project Twin Streams Waikumete (Area 3); Riparian Planting.
10. That it be recommended to Council to accept any funding grant offered by Infrastructure Auckland for Henderson Creek: Project Twin Streams Lower Oratia (Area 2); Riparian Planting.
11. That it be recommended to Council to accept any funding grant offered by Infrastructure Auckland for Henderson Creek: Project Twin Streams Swanson Stream Riparian Planting.
12. That the Chief Executive be authorised to sign all necessary documentation associated with Infrastructure Auckland stormwater grants for the Henderson Creek catchment.
13. That a further report be submitted to the Finance and Operational Performance Committee on the financial impact of Infrastructure Auckland funding on the scope of Project Twin Streams.

Report prepared by: Tony Miguel: Group Manager Asset Management.

12 CLUB DEVELOPMENT FUND

PURPOSE OF THE REPORT

The purpose of this report is to seek endorsement from the Finance and Operational Performance Committee for the allocation of funding to the Ken Maunder Park Development feasibility study through the Club Development Fund.

BACKGROUND

In 2000 a decision was made by the Hillary Commission to give councils the option to set aside up to 50% of funding from the Community Sport Fund to support local club development. Following this decision a resolution was passed by the Community Facilities and Recreation Committee:

“To commit \$50,000 from the Community Sport Fund to a Club Development Fund”.

164/2001

The aim of this Fund is to provide support for projects that encourage clubs to address issues and identify options for building a secure future for their sport. The Fund is designed to allocate grants specifically towards projects that focus on:

- The formation of multi-sport clubs;
- Club amalgamation
- Club development
- Improving the services that a regional sport organisation provides to club sport.

At its June 2001 meeting the Community Facilities and Recreation Committee resolved:

“That a Club Development Fund Working Group be established to assess applications to that fund against the criteria set”.

1314/2001

A49

The criteria to which the Club Development Fund Working Group assesses applications against is attached at page A49.

The \$50,000 committal to the Club Development Fund is a one-off committal. The Hillary Commission, which has now combined with the NZ Sports Foundation and the policy arm of the Office for Tourism and Sport to become SPARC (Sport and Recreation New Zealand), ceased the Community Sport Fund as of June 2002. Therefore Council is no longer receiving external funding that can provide for the Club Development Fund. However, between current unallocated Hillary Commission funds and Hillary Commission money to be paid back through loans, Council has a pool of funds left. Options are currently being investigated as to the best utilisation of these funds and a report is to be provided to the Finance and Operational Performance Committee outlining these options.

The case study “sportville”, produced by the Hillary Commission in 2000, is used to support the basis of Club Development. The concept behind “sportville” is demonstrating a possible future scenario where sports clubs are thriving as a result of the amalgamation between sports clubs to form a larger multi-sport club. Ken Maunder Park was seen as a potential location to implement a development along the lines of the “sportville” concept through developing a shared sporting complex to enhance the future prospects of some sporting clubs. Letters expressing the idea of this development were sent to 22 clubs in the area. From these letters six clubs responded, of which currently five have come together to create a group informally known as the “Ken Maunder Sports Complex Group”. These five clubs involved are:

- Avondale Bowling Club
- Lynn Avon United Football Club
- New Lynn Bowling Club
- New Lynn Women's Bowling Club
- Suburbs New Lynn Cricket Club

Following this, Council was contacted and a Council Officer has been since working with this group to assist in getting the future direction of a potential "sportville" development on Ken Maunder Park to progress.

No grants have yet been allocated through this fund previously and no other applications are pending, however, \$20,000 from the fund has been committed to provide for a detailed audit on sports clubs in Waitakere City to be carried out by Sport Waitakere once a detailed proposal has been received.

STRATEGIC CONTEXT

Leisure facilities and activities contribute to the well being of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy and Funding Policy guide the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently.

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

To improve the wellbeing of the City's people and communities, the Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding and support of activity initiatives.

Through the Draft Strategic Plan adopted by Council in November 2002, Council has adopted a platform of Strong Communities stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

ISSUES

The Ken Maunder Sports Complex Group put forward an application to the Club Development Fund Working Group to receive funding to perform a feasibility study for a group of sports clubs to come together at Ken Maunder Park. This feasibility study will determine whether it is physically and operationally possible to develop Ken Maunder Park into an efficient and sustainable multi-sport complex. With the proposal details on the three quotes the Group had received from consultants were provided. Of these quotes the cheapest was \$9,300

The Working Group assessed this application at its meeting on 19 February 2002. As the formation of a multi-sport club, such as the proposed development at Ken Maunder Park, fits within the purpose of the Club Development Fund the Working Group supports this initiative and recommends that \$8,000 be granted to the Ken Maunder Sports Complex Group for the purpose of carrying out a feasibility study for the potential development at Ken Maunder Park.

If this grant of \$8,000 was provided to the Ken Maunder Spots Complex Group, a memorandum of understanding will be signed between Council and each of the clubs involved. This memorandum of understanding will outline the minimum outcomes that the Ken Maunder Sports Complex Group will have to achieve with this grant through the feasibility study. The Group will also be required to provide Council with all receipts from this feasibility study upon completion, if funds remain from the grant the Group will be required to return this to Council.

RESOURCES

Council has \$50,000 from funding received through the Hillary Commission in 2001 committed to the Club Development Fund.

CONCLUSION

The Club Development Fund was set up to provide support for projects that encourage clubs to address issues and identify options for building a secure future for their sport. Funding for this fund was provided through, what was at the time, the Hillary Commission.

Five clubs have come together to support the concept of their clubs sharing a multi-sports complex at Ken Maunder Park. This group put forward an application to the Club Development Fund Working Group requesting a grant to carry out a feasibility study to determine whether this development is physically and operationally possible. The Club Development Working Group recommends that \$8,000 be granted to the Ken Maunder Sports Complex Group to subsidise the feasibility study.

RECOMMENDATIONS

1. That the information be received.
2. That the Finance and Operational Performance Committee approve a grant of \$8,000 from the Club Development Fund to the Ken Maunder Sports Complex Group.

Report prepared by: Helen Anderson, Leisure Projects Leader.



13 STATUS OF SPECIAL FUNDS

PURPOSE OF THE REPORT

The purpose of this report is to keep the Finance and Operational Performance Committee informed as to the status of Special Funds.

FUNDS

A50

The summary of Special Fund balances as at 28 February 2003 and summary transactions for the eight months to date is attached at page A50.

If you require any further information in respect of this report, other than of a general nature, please contact either the writer or the Director: Finance prior to the meeting to enable the query to be researched.

RECOMMENDATION

That the information be received.

Report prepared by: Alec Third, Chief Management Accountant.



14 OPERATING AND CAPITAL EXPENDITURE SUMMARIES

This report has been circulated separately with the agenda.



15 BORROWING AND INVESTMENT REPORT

This report has been circulated separately with the agenda.



16 PAYMENTS FOR APPROVAL

PURPOSE OF THE REPORT

The purpose of this report is to advise of payments made by the Council. This is in accordance with Council policy and the Public Bodies Contracts Act.

BACKGROUND

The Public Bodies Contracts Act requires the reporting to the Council of payments made under delegation. This report provides details of payments made to external suppliers in excess of \$5,000. In addition there is a summary listing, which aggregates payments made to various organisations and suppliers for the Committee's information. These payments have already been processed as allowed by delegations approved by the Council. If any Councillor requires information regarding the nature of any payment, that information can be provided.

PAYMENTS

A51 A summary schedule of payments made for the period 21 February 2003 to 27 March 2003 is attached at page A51.

A52 - A55 A further schedule of all payments of \$5,000 and above, together with the reason for the payment is attached at pages A52 to A55. If a committee member wishes to ask specific questions relating to any of these payments, prior to the meeting, then such questions can be directed to the Director: Finance.

RECOMMENDATION

That the information be received and that the contracts let, and the payments made, be approved.

Report prepared by: Andrew Pollock, Director: Finance.



17 ADDITIONAL LOAN GUARANTEE FACILITY ORATIA UNITED ASSOCIATION FOOTBALL CLUB

PURPOSE OF THE REPORT

The purpose of the report is to seek a decision from the Finance and Operational Performance Committee regarding a request from the Oratia United Association Football Club for an increase in the loan guarantee from the Council.

BACKGROUND

The Club has a loan guarantee of \$65,000 from Council with the present loan balance in the vicinity of \$30,000. The Council provides loan guarantees to organisations on a case by case basis. This is provided for in the Council's Community Assistance Policy. The Club is situated on Council land and requires a Council guarantee to meet borrowing requirements. This is normal practice for financial institutions when lending money to various sporting organisations within the City situated on Council land.

INCREASE IN LOAN GUARANTEE

A56 - A58

The Club wishes to increase its borrowings to clear some outstanding invoices and liabilities. A new loan guarantee of \$55,000 is being sought. The letter of request is attached at pages A56 to A58. The lending institution has requested that Council guarantee the additional funding sought. The term of the new funding is to be for ten years.

The Club is able to meet the repayment programme for the additional loan being sought and has kept up to date with previous loan repayments.

CONCLUSION

The Club is able to service the additional loan facility and has been able to meet its past financial guarantee obligations.

RECOMMENDATIONS

1. That the information be received.
2. That an increase in the loan guarantee to the Oratia United Association Football Club be approved to a maximum of \$55,000 and that the guarantee term be for a period of 10 years.

Report prepared by: Andrew Pollock, Director: Finance.



PART V - GENERAL

18 SPORT WAITAKERE - SIX MONTH REPORT

PURPOSE OF THE REPORT

The purpose of this report is to provide the six monthly progress on the Sport Waitakere Funding and Service Agreement.

BACKGROUND

The key objectives of the Funding and Service Agreement with Sport Waitakere are as follows:

1. Obtain greater community participation in leisure and recreational activities.
2. Support professional and specialist delivery of citywide programmes and events and strengthen partnerships with other leisure providers in the City.
3. Increase the available leisure and recreational services and benefits to residents.
4. Achieve a sustainable, integrated approach to the delivery of programmes based on identifiable community needs.
5. Support leisure programmes that provide opportunities for recreational experiences of natural environments.

A further general objective agreed between the parties is to promote safety, health and injury prevention in each of the programmes.

Council and Sport Waitakere have agreed on a specific objective for each programme that Sport Waitakere is providing through the Funding and Service Agreement Contract for 2002/2003. These programmes and their objectives are:

- Active Outdoors - *To increase activity in Waitakere's outdoors*
- Healthy Living - *To provide and facilitate rehabilitation opportunities to referred 'patients' and individuals*
- Identified Community Specific Programmes - *To work with identified communities to increase their awareness of and participation in sport and leisure activities*
- Community Involvement and Ownership - *Increasing and recognising the involvement in sport and leisure by businesses, organisations and individuals as leaders*
- Youth Sport - *Increasing youth activity by facilitating and promoting youth sport and leisure opportunities, developing youth leadership, providing positive recreational activities*
- Sport Development - *Creating strong sustainable sport infrastructure (people, facilities, organisational structure and framework)*

Key performance measures and targets have been devised against each of these objectives with general programmes and projects that will be run to achieve these targets.

STRATEGIC CONTEXT

Leisure facilities and activities contribute to the well being of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy and Funding Policy guide the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently.

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

To improve the wellbeing of the City's people and communities, Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding and support of activity initiatives.

Through the Draft Strategic Plan adopted by Council in November 2002, Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

ISSUES

Active Outdoors

The key event within this 'Active Outdoors' programme was Sport Waitakere's involvement in the national push play initiative that took place in November. This event was initially run as a week long promotion together with Council, schools, local businesses and sport organisations, but because of its success it was extended to run for one month. During this time 4,000 people participated in push play initiatives, exceeding the contractual target of 3,000 participants. In line with the push play promotion, the quarterly 'Active Living Newsletter' went out to 8,000 residents, providing them with suggested recreational ideas and activities around Waitakere City.

The Special Interest Walks have again proven to be very popular, with nearly 300 people attending the seven walks held during this period. These two-hour walks promote Waitakere's natural environment while also getting people active.

Healthy Living

The green prescription seminars are the main feature within the 'Healthy Living' programme. Patients who are needing a more active lifestyle for health reasons are referred to Sport Waitakere with green prescriptions from their doctor. Sport Waitakere work in conjunction with Unitec to meet the needs of these green prescription patients. Sport Waitakere assess the patients' needs and sets each an individual programme. The patient is then forwarded onto the green prescription rehabilitation centre to carry out their programme over a three-month period. The rehabilitation centre is located at the Unitec and is run in conjunction with health and sport departments where it provides students with the opportunity for practical applications under qualified supervision. The green prescription programme has proven to be very popular with a waiting list of green prescription patients. During this six-month period 97 patients have been referred to Sport Waitakere with green prescriptions.

Identified Community Specific Programmes

An aim of this programme includes promoting disability awareness to sport and leisure organisations as well as facilitating leisure and recreational opportunities for the disabled community. Sport Waitakere held coaching courses for 59 coaches to educate them on identifying the differing needs of and providing for athletes with disabilities.

Wheelchair awareness training was also provided for Sport Waitakere staff to enhance their own knowledge of the requirements for wheelchair provision when planning events and activities.

Promoting healthy and active lifestyles to the Maori community is another aim of this programme. There have been a number of successful events that Sport Waitakere has been involved in that have specifically targeted the Maori community. These events have included Mau Raakau, which has had over 400 people participating. This programme is held at Hoani Waititi Marae and is based around teaching the art of Maori weaponry, such as the taiaha and patu. While Mau Raakau is helping to revive this part of Maori culture, it is also getting those participating more active.

National Poi Day was held in November, as part of push play week. The aim of this day was also to revive and reintegrate a traditional Maori art form into a more mainstream setting while getting people active. This was a great success and generated a lot of interest with approximately 2000 participants.

The Pacific Island community is the third community identified within Sport Waitakere's contract for which specific programmes are to be targeted. In addition to the Pasifika Games, which is Sport Waitakere's main event targeting this community, other events included the introduction of the Vasa Pasifika programme into schools which involved 158 participants. This programme is a three-year pilot programme that covers various schooling elements through the game of kilikiti, which include elements such as the physical education through the playing of kilikiti, social studies by learning the history of kilikiti, music through learning traditional Pacific Island songs, and arts and crafts through tapa and uniform designs. In addition to this programme a kilikiti field day was held which involved a further 150 participants. The field day was held at Royal Road Primary School and involved six school teams. The purpose of the field day was to encourage students participating in a Pacific people's cultural activity.

Community Involvement and Ownership

This programme targets increasing businesses involvement in community sport and leisure activities, recognising community effort, and promoting support opportunities for high performers. Through this programme 38 participants were involved in the volunteer coach of the year awards and 320 participants involved in the Sport Waitakere Sports Awards.

To increase business involvement Sport Waitakere encouraged local business groups to participate in the Waitakere Marathon. Although the initial response was positive, on the day there were only six teams involved, hence this will be an area of focus for Sport Waitakere for the remaining six-month period to ensure that targets are met.

Youth Sport

The Youth Sport programme covers the areas of facilitating activity, promoting opportunities, and providing recreational activities. During this six-month period Sport Waitakere has visited 32 schools in Waitakere City promoting youth activities in the City. Sport Waitakere has also held eight youth sport 'road shows' that have provided activities for over 900 participants. The majority of these 'road shows' have been delivered in schools, which has involved Sport Waitakere going into the school to run activities.

Holiday programmes have also been a feature of Sport Waitakere's focus in Youth Sport. The holiday programme run during September was the biggest programme having 700 participating. This was conducted at Starling Park, Westgate, Corban Estate, New Lynn, Kelston and Te Atatu Peninsula with activities including touch rugby, soccer, skateboarding and basketball.

Sport Development

This programme covers sport and recreational forums where training is conducted with students from Sport Education New Zealand (SENZ) to introduce sports into school programmes and develop the students' ability to facilitate voluntary support to sport, recreation and leisure activities. The rewards of this training will be seen when these students eventually position themselves within the sport and recreational industry. Although these forums have been seen as beneficial, this is an area that Sport Waitakere will be focussing on for the remaining six-month period to ensure that the target number of participants is reached.

Sport Waitakere has conducted four coaching courses that has seen them train 100 coaches, more than double their target of 40. These courses have included a "Getting Started Course" which provides new and prospective coaches with the necessary skills and confidence required for coaches. Coaching level one and level two courses have also been provided for coaches, parents and volunteers from a variety of sporting organisations.

OTHER INITIATIVES

Pasifika Games

Waitakere City Council was the major sponsor of Pasifika Games 2002, which for the first time was developed into a two-day event. As well as the sporting events that have been part of Pasifika Games in the past (seven-a-side rugby competitions, kilikiti, and touch rugby), the extra day allowed for the Pacific Cup Challenge Netball Tournament to become part of the Games for 2002.

With the success of introducing the Waitakere Schools' multi-cultural performance at the 2001 Pasifika Games, this was again another main feature of the Games in 2002. Both days provided great weather which contributed to the event's success with over 10,000 people attending over the two days, which included over 2000 who participated in the Games itself.

RESOURCES

The Sport Waitakere general contract is provided for in the Annual Plan both in terms of staffing and financial contribution.

Council staff support many of the programmes and events both in their official capacity and as volunteers. Many of the activities utilise Council facilities both indoor and outdoor.

CONCLUSION

Sport Waitakere has performed well in the first six-month period of their 2002/2003 Funding and Service Agreement with Council. Sport Waitakere are generally on track to meet their targets, with some already being met and exceeded. Key successes for Sport Waitakere for this period have been the Push Play promotion, which was extended from one week to one month due to its success, and the Pasifika Games that had over 10,000 people attending and participating.

RECOMMENDATION

That the information be received.

Report prepared by: Helen Anderson, Leisure Projects Leader



19 SIX MONTH PERFORMANCE OF THE WAITAKERE CITY RECREATION CENTRES

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Operational Performance Committee on the six-month performance of the Massey Leisure Centre and the West Wave Recreation Centre for the 2002/2003 year.

BACKGROUND

Waitakere City currently provides two recreation centres, the Massey Leisure Centre and the West Wave Recreation Centre.

The West Wave Recreation Centre, formerly known as the Henderson Big Top, is operated in conjunction with the West Wave Aquatic Centre. This Centre has a large open floor, two activity rooms, a martial arts area and three long-term tenants – Waitakere Central Arts Council, Plunket and the Music Education Centre. The facility has a number of historical users who occupy a large amount of space, at low cost while generating a relatively small number of participants. More lucrative sports leagues offered by other recreation centres are unable to be offered by the West Wave Recreation Centre as the physical layout of the interior is not conducive (e.g. the roof is too low for badminton, the overhead beams make competitive basketball difficult and the open floor plan means there are no sides to make up an indoor soccer court). The fitness centre associated with the facility is operated as part of the West Wave Aquatic Centre.

The Massey Leisure Centre is managed by YMCA through a management agreement for the provision of services. This contract began in December 1998 and will finish 30 June 2003. Council has approved for negotiations to be undertaken with YMCA to rollover this contract.

The Massey Leisure Centre is a newer purpose built facility managed externally. It has a fitness centre, two-court stadium, a childcare facility for users and a community meeting/activity room, that is capable of being divided into two smaller spaces.

The YMCA has been managing the Massey Leisure Centre since the facility commenced operation in 1999, with officers negotiating annual budgets and operational targets within an agreed programme of subsidy levels. The subsidy is calculated to be the proposed deficit of the operating expenses less expected income. In the event of the amount of the actual operating subsidy in any one year being higher or lower than the operating subsidy then YMCA receives the benefit of any surplus or accepts liability for any deficit. The 2002/2003 nett operating subsidy is \$135,000.

Each leisure facility has primary local target areas but it is acknowledged that both serve the entire City.

Both facilities have the following broad goals:

- The creation of a sense of ownership by the target community and the wider community of Waitakere City;
- A safe and healthy environment;
- A welcoming place of fun and enjoyment;
- Good relationships with surrounding neighbours;
- Accessible and affordable;
- Effective and productive relationships that contribute to the achievement of Council's wider vision and goals with schools, clubs, community groups and other leisure facilities;
- Satisfied customers and users;

STRATEGIC CONTEXT

Council leisure facilities and activities strongly contribute to the well being of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy, Youth Recreation Needs Assessment and the Funding Policy guide the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently.

Council's strategic objective is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

Through the Draft Strategic Plan adopted by Council in November 2002, Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

ISSUES

The first six-months of 2002/2003 have been a success for both the Massey Leisure Centre and the West Wave Recreation Centre, with both experiencing an increase in visitor numbers over the same period last year.

The following table details the number of visits:

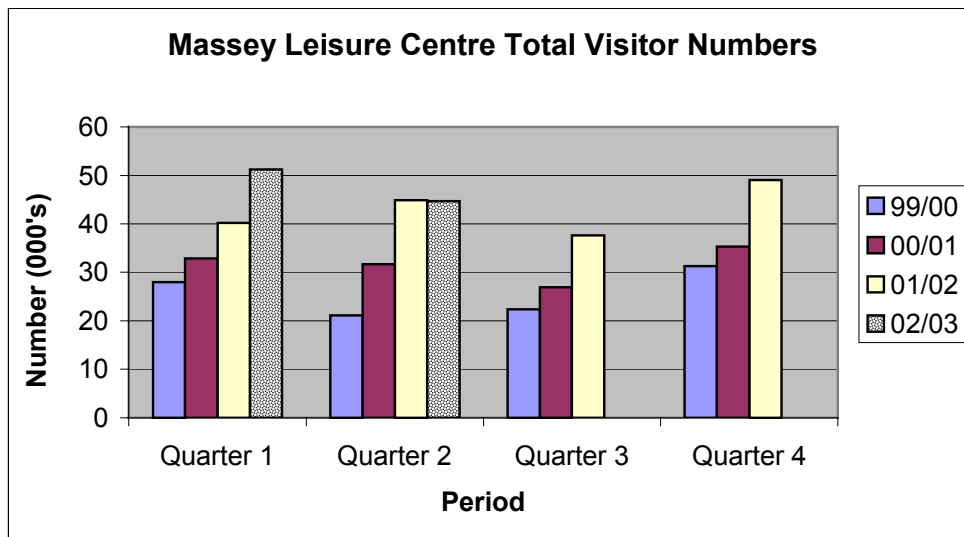
	Total Visits for the first six months of 2002/2003	Comparable Activity Visits for the first six months of 2002/2003**
Massey Leisure Centre	95,868	49,431
West Wave Recreation Centre	65,415	49,695

** To assist in an equitable comparison, the total visitor figures have been modified by removing those visitors who are long-term tenants at the West Wave Recreation Centre, and fitness centre patrons and activity spectators at the Massey Leisure Centre.

The biggest highlight for the Massey Leisure Centre has been winning the 2002 NZRA/SPARC award for 'Best Facility'. This has been a great achievement for YMCA and Council, which highlights the success of the Centre and the partnership between Council and YMCA.

Massey Leisure Centre

The first six-months of 2002/2003 has again been a success for the Massey Leisure Centre with YMCA experiencing further increases in the participant numbers for the same period in 2001/2002. Over 95,800 people have been to the Massey Leisure Centre during this time, above the target of 94,300.



Group exercise classes have been a growing success at the Massey Leisure Centre. With these classes now being moved to the stadium, the evening class has had getting up to 50 people, which has accumulated in the year to date targets being exceeded.

The user figures at the fitness centre have been below the target of 33,500 set for this period (with 29,700 users), however, these figures are still well above those for the same period last year (of 24,500). Membership still increased over this period with the fitness centre having over 860 members at the end of December. A retention plan set by YMCA is ensuring that the members are meeting their goals and setting new objectives regularly with the YMCA fitness team.

Another notable achievement for the Massey Leisure Centre was the gaining of a full licence for the crèche in September, following the first trial year. Participant figures at the crèche for this six-month period have also been promising exceeding the year-to-date target.

Youth related initiatives have been a continual success for YMCA at the Massey Leisure Centre. The school holiday programmes offered at the Massey Leisure Centre, are due to their success, now also provided at New Lynn. With the sustained success of the Massey Leisure Centre school holiday programmes, figures for these programmes well exceeded the target of 3,425 (4,650 participating during this first six months).

'Raise up 'n Represent' is another youth initiative that YMCA provide on Friday nights at the Massey Leisure Centre, and now also at the New Lynn Community Centre on Wednesday nights. For the last 'Raise up 'n Represent' event at Massey for 2002, a major night was held that included skateboard ramps, outdoor volleyball, outdoor 3-on-3 basketball, break dancing, hair braiding with volunteers from the local hairdressing school, in addition to the 130 under 14 and under 17 basketball players in the stadium.

YMCA has held meetings with local youth to discuss plans for activities at the Massey Leisure Centre. To develop the youth initiatives further YMCA are currently advertising for a part-time youth worker to join their team.

A new programme at the Centre is the Red Cross parenting first aid course. This course was run over four weeks and proved to be popular with it filling up fast and 15 parents attending. YMCA is planning to organise more of these courses at the Massey Leisure Centre in 2003 because of the positive response to this pilot course.

West Wave Recreation Centre

The West Wave Recreation Centre has had a successful first six-months with visitor numbers well above those in 2001/2002.

The biggest area of growth the Recreation Centre has experienced during these six months has been in general hiring of the facility. The Recreation Centre has one of the largest open floor spaces in Waitakere City, so is therefore often utilised as a venue for exhibitions, weddings, socials and concerts. During this first six months there have been over 20,000 people visiting the Centre because of special events, socials etc. This is compared to 8,500 for the same period last year. The Auckland ARMS Fair was a weekend long event attracting high numbers, however, there has been a common increase in all areas of general hireage, with some groups regularly hiring the facility and having 400-600 people each time.

The Recreation Centre also provides space for a number of regular hirers, with numbers over this period almost doubling that for the same time last year. This increase is due to a combination of the Music Education Centre and Waitakere Central Arts Council increasing their participant numbers and the West Elim Church becoming a new hirer (with approximately 240 participants a month).

An increase in casual user groups has been another area of significant growth for the Centre during this first six-month period. Users have doubled compared to the 2001/2002 figures. This is due to an increase in use by many of the regular groups and schools, such as Enterprise Waitakere, Waitemata Health, Target Education and Kelston Boys High School, as well as attracting new user groups.

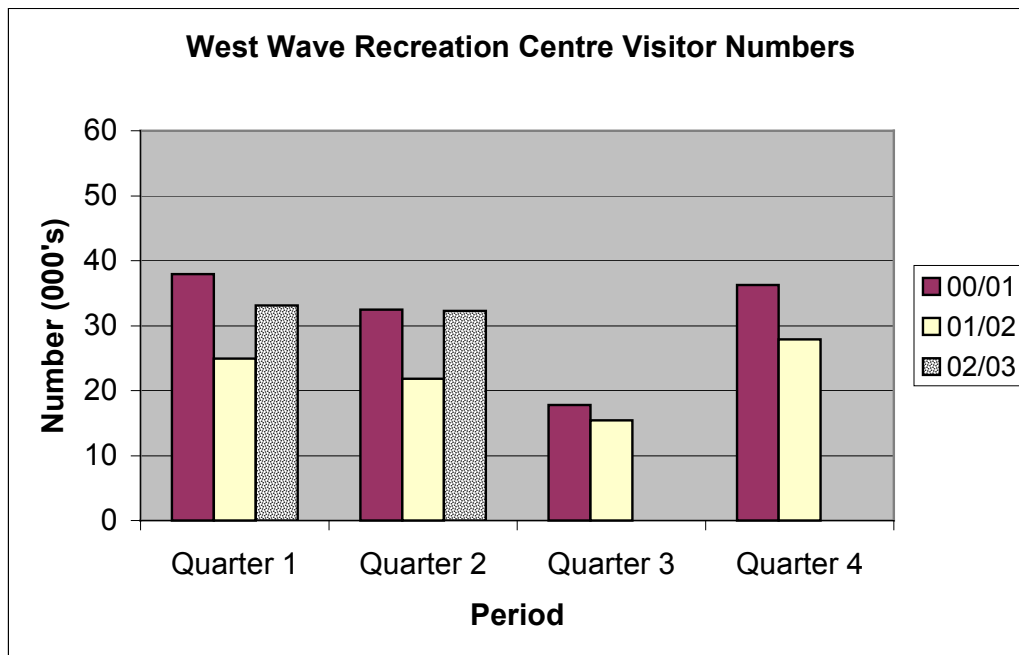
The West Wave Recreation Centre also provides two activity and meeting rooms that are available for community groups. Many of the groups who use the main facility area also use this meeting room space during or after their main activity, therefore meeting room usage has increased along with the increase of usage of the main facility.

A number of targeted programmes are provided through the Recreation Centre. The overall numbers attending the programmes are down slightly from the previous year, this is attributed to the fact that there was no netball held at the facility. The focus is now moving towards providing more youth related programmes. However, there have been key successes, with the after school programme increasing in numbers resulting in another bus service having to be provided to cater for these children. The 50+ group, (a senior exercise and social group) now has more than 80 people attending twice weekly.

New programmes planned for the third and fourth quarters include After School Sports and After School Gymnastics for 5 and 6 year olds, trampoline classes for 6 to 13 year olds and Gym Classes for toddlers 18 months to 3 years. A youth programme in partnership with Sport Waitakere is also planned.

Recreation Centre staff also deliver a number of programmes for Older Adults and Special Populations (e.g. Heart Attack Victims) in the Aquatic Centre. Additional classes utilising the new Hydrotherapy Pool are planned.

The graph below shows the visitor numbers to the West Wave Recreation Centre over the past three years for each quarter:



The future direction of the West Wave Recreation Centre is uncertain. This is due to Henderson Town Centre being identified as the most suitable location for a centralised indoor youth orientated facility and research suggesting that the Recreation Centre be investigated as a potential site for this facility. Following the outcome of this research, the City Development Committee have given endorsement for Council officers to research the West Wave Recreation Centre to assess its suitability in terms of location, cost effectiveness and how practicable it is to develop it into an indoor youth orientated facility.

RESOURCES

The West Wave Recreation Centre subsidy and the Massey Leisure Centre subsidy have both been provided for through the Annual Plan. The annual operating subsidy in 2002/2003 for the Massey Leisure Centre is \$135,000, and for the West Wave Recreation Centre \$254,849.

Staff for relationship management, coordination and contract monitoring have also been provided for through the Annual Plan.

CONCLUSION

The City provides two recreation centres, the Massey Leisure Centre in the northwest and the West Wave Recreation Centre in the central area. Both provide space for hirers and programmed activities. In comparing the two centres it is important to note, however, that the facilities have different operating environments and physical facilities.

Both of the City's recreation centres have had a successful first six months of 2002/2003. Although participant figures have fluctuated through the two quarterly periods at the Massey Leisure Centre, targets are being met with an overall figure of 95,800 people visiting the Centre. The West Wave Recreation Centre has also experienced an increase in visitors from last year with 65,400 visiting during the first six months.

RECOMMENDATION

That the information be received.

Report prepared by: Helen Anderson, Leisure Projects Leader.

20 **WASTEWATER CONTRACT NEGOTIATIONS BETWEEN WAITAKERE CITY COUNCIL AND WATERCARE SERVICES LIMITED**

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Operational Performance Committee on negotiations to develop a bulk wastewater agreement with Watercare Services Limited and to recommend in principle a new bulk wastewater tariff.

BACKGROUND

Negotiations for a bulk wastewater contract have been under way since August 2002. The negotiations are being undertaken by the Local Network Operators (Metro Water Limited, Manukau Water, United Water International Pty Limited and EcoWater Solutions) and Watercare Services Limited.

A report was presented to the 12 September 2002 meeting of the Finance and Operational Performance Committee, which passed the following resolutions:

- “1. That the information be received.
2. That the principles and process for the development of a contract for wastewater services with Watercare Services Limited as detailed in the agenda report are approved in principle as the basis for contract negotiations.
3. That the Manager: EcoWater is delegated authority to enter into negotiations with Watercare Services Limited for the supply of bulk wastewater services and that details of the negotiations be reported back to the Finance and Operational Performance Committee at an appropriate time.”

2847/2002

Subsequently in October 2002 EcoWater Solutions promoted to the Local Network Operators a wastewater tariff based on the true cost of the service, with components representing flow (present and future demand) and composition. This tariff was considered by the Local Network Operators and refined through economic analysis by Marsden Jacob and Associates. Details of the proposed tariff are set out in this report.

Progress reports on the contract negotiations were submitted to 14 November 2002 meeting of the Finance and Operational Performance Committee.

STRATEGIC CONTEXT

The Council's strategic plan for the three waters aims to establish Waitakere as a centre of innovative water management. One of the success measures towards meeting this objective is that we have avoided dry weather overflows during normal operation of the local and regional networks.

The proposed bulk wastewater contract sets out levels of service, including environmental performance, and through the pricing tariff it is aimed to encourage the reduction of wastewater flows. Thus the framework of the bulk wastewater contract will be aligned with the Council's strategic direction.

ISSUES

The contract negotiations have been progressing satisfactorily, however there are a number of issues that will need to be worked through, as follows:

- **Auckland Metropolitan Drainage Act** – Watercare Services Limited appears to rely on the provisions of the Act as being non-negotiable. This approach may eventually result in an unsatisfactory contract that will not contribute to Council's strategic direction and lack alignment with the direction of the Local Government Act (2002).
- **Trade Wastes** – Council and the Local Network Operators consider that more robust management of trade wastes is required. As well, the Local Government Act (2002) imposes requirements on local authorities to manage trade wastes. This is conflict with the current arrangements whereby Watercare Services Limited is the sole provider of trade wastes services as well as fulfilling a regulatory role.
- **Future Planning** – The Local Network Operators are promoting a more progressive approach towards the planning of future works to ensure that wastewater capital works are optimised to deliver levels of service at least cost to the community. For example, the present artificial boundary between Watercare Services Limited and Local Network Operators assets means that at times a more effective solution to a local wastewater problem could be implemented in the Watercare network, but Watercare will not carry out such works. The proposal by the Local Network Operators promotes an integrated approach, but there seems to be some reluctance by Watercare Services Limited to accept this approach due to its unfettered rights under the Auckland Metropolitan Drainage Act.
- **Tariff** – The Local Network Operators are proposing a tariff that is based on the polluter pays and area of benefit principles. In the long term, this is seen as the fairest way of allocating wastewater costs, but it is likely that there will be a need for a transition period to enable work to be completed on measuring equipment, calibration tariff modelling and to minimise the impact on customers.

BULK WASTEWATER TARIFFS

Existing Tariffs

At present Watercare calculates the cost of wastewater services as follows:

- the total income requirement for Watercare is established through its Funding Plan;
- income from trade wastes is deducted from the total income requirement; and
- the remaining balance is funded by the Local Network Operators, calculated as a pro-rata charge based on population and rating volume.

This method of allocating costs has not been revised by Watercare since 1991 and results in changes to Local Network Operators as set out in Table 1.

Local Network Operators	Current Tariff Split (2002/2003)*	Current Costs \$million
Metro Water Limited (Auckland City Council)	53.10%	47.25
Manukau Water (Manukau City Council)	27.90%	24.83
EcoWater Solutions (Waitakere City Council)	15.10%	13.44
United Water (Papakura District Council)	3.90%	3.47
TOTAL	100.00%	88.99

Table 1 – Current Watercare Services Limited Bulk Wastewater Tariff

* Based on 1991/1992 Population figures and Ratable Capital Value

Proposed Tariff

The existing tariff does not represent the actual demand, or future demand for bulk wastewater services. The new tariff proposed by the Local Network Operators is based on a number of objectives and principles, as follows:

- It must be equitable, fair, reasonable, and provide equal treatment in equal situations.
- It must be efficient and provide signals to modify behaviour to reduce total cost of wastewater to the regional community.
- It should be practical and include:
 - Simplicity
 - Comprehensible
 - Implementable
 - Low transaction costs
 - Sensible transition path
- The tariff must encourage supply efficiency; revenue must be adequate to ensure supply and
- revenue levels are set separately.
- The tariff must promote demand efficiency, prices should be cost reflective and incentives/prices should relate to future, incremental decisions.

This leads to the proposed pricing formula as follows:

- $\text{Cost of Service} = \text{Long Run Capacity Cost} + \text{Short Run Marginal Cost} + \text{Levels Of Service Cost}$.

The costs are then calculated by analysis of the capital and operating costs in Watercare Services Limited's Wastewater Asset Management Plan. In summary these are calculated as follows:

- Long Run Capacity Cost reflects future capital works required to service growth in the Local Network Operators catchment and are based on required peak capacity.
- Short Term Marginal Cost represents the cost of providing bulk wastewater services for annual flows; and
- Levels of Service Cost is related to serviced population and upgrading of existing services to meet environmental and public health standards.

Further modelling is required to establish the allocation of costs for the proposed tariff as at present there is limited information on the impact of cost components on Local Network Operators.

It is proposed to adopt a transitional tariff and further refine the allocation of costs over the next two years.

Abandoning the historical allocation means that in the short term there will be additional costs to Waitakere City, Manukau City and United Water, whereas costs will be reduced for Metro Water. Thus there is a need for transitional arrangements and refinement of the proposed tariff. It is estimated that under the new tariff Waitakere City Council could pay an additional \$560,000 to \$2,500,000 per annum. These issues are to be worked through with the Local Network Operators.

In the long term, the proposed tariff will encourage demand management by reducing the cost to Local Network Operators who effectively minimise wastewater demand. Alternatively if all the Local Network Operators reduce demand by the same amount, then the requirements for reduced capital expenditure by Watercare Services Limited will result in lower long term capacity costs for all operators and the community.

It is proposed to undertake further modelling of the new tariff and report back to the Finance and Operational Performance Committee with options for allocation of costs between Local Network Operators and transitional arrangements.

RESOURCES

At this stage it is proposed to negotiate the contract by providing staff resources to the process managed by the Local Network Operators Group.

Legal, commercial and technical input to the contract negotiations is funded jointly by the Local Network Operators and allocated on a prorata basis. Council's share of this cost has been provided for in the 2002/2003 Annual Plan.

The draft 2003/2004 Annual Plan includes funding for bulk wastewater services based on the assumption that the new tariff will not apply in 2003/2004. Provision has been made in the Long Term Council Community Plan for the likely impact of the new tariff.

CONCLUSION

Progress is being made with regard to the bulk wastewater contract negotiations.

There are a number of issues being worked through at present and these will be reported back to the Committee for its guidance and feedback.

The proposed bulk wastewater tariff is based on sound principles and it is recommended that this tariff be approved in principle, subject to further consideration of the financial impact on Council and the transition arrangements.

RECOMMENDATIONS

1. That the information be received.
2. That further reports on this matter be submitted to the Finance and Operational Performance Committee in order to consider the implications of a proposed bulk wastewater contract with Watercare Services Limited.

Report prepared by: Tony Miguel, Group Manager Asset Management.



21 WATER STRATEGY - WATER CONSERVATION PROGRAMME

PURPOSE OF THE REPORT

The purpose of this report is to seek approval from the Finance and Operational Performance Committee to implement the 2002/2003 water demand management programme.

BACKGROUND

The Council has successfully reduced water usage by implementing a number of measures, such as the following:

- Implementation of the water loss control programme;
- Standardisation of pressure in the water supply network;
- Providing free “gizmos” during the 1994 Auckland water shortage;
- Providing education programmes to schools;
- Undertaking water audits of schools, homes and industrial/commercial premises;
- Funding demonstration projects; and
- Undertaking rebate campaigns for dual flush toilets in partnership with local suppliers.

Through these initiatives domestic water usage has reduced from 249 litres/person/day in 1989/1990 to 197 litres/person/day in 2001/2002.

However, there is a need to implement new measures to achieve the Council's strategic direction and ensure that total water due to growth use does not increase to the point where additional supplies (such as the Waikato water source) are not required from Watercare Services Limited.

STRATEGIC CONTEXT

As part of the Council's 9 strategic platforms, it is aimed to establish Waitakere as a centre of innovative water management. One of the success measures for this strategy is that by 2020 domestic water use per person is reduced to 160 litres or less per person/day.

In order to achieve this target a reduction of 23% is required over the next 17 years, or 1.35% per annum.

ISSUES

As discussed above, it is necessary to progressively implement new measures to reduce water demand. It is proposed to adopt a holistic approach and implement a combination of methods, as detailed below.

Regulatory tools

The Building Act 1991 prescribes the standards for plumbing fixtures. Under this Act, Council is not empowered to require new buildings to be equipped with water efficient appliances. Thus it is recommended that authority be given to approach other Councils and stakeholders to gain support for a submission to Government to change the Building Act.

The District Plan does indirectly provide for conditions to be set on resource consents requiring water efficient measures to be installed through the wastewater mitigation levy.

Economic and financial tools

These include incentives and disincentives, for example:

- financial incentives for retrofitting programmes;
- connection costs set to recover the cost of additional supply; and
- financial contributions.

Operations and Maintenance Tools

These tools include structural and physical improvements and installation of water use efficient devices or processes, for example:

- dual line water systems for potable and non-potable water;
- efficient irrigation systems;
- moisture monitoring devices (e.g. irrometers) for improved agricultural irrigation scheduling;
- irrigation audits, water audits;
- landscaping activities including contouring, xeriscaping, trenching, soil moisture retention;
- leak detention and repair;
- low flow faucets, showerheads and toilets;
- rain sensors for automatic irrigation systems;
- rainwater collection;
- recirculating and other efficient water-cooling systems;
- wastewater reclamation systems;
- water efficient appliances and machinery including washing machines, - dishwashers, car washes, ice machines, commercial laundries; and
- water pressure standardisation.

Communication and Education Tools

Communication and education tools are utilised to encourage voluntary water conservation actions and to support other tools, for example:

- competitions, awards and recognition programmes;
- demonstration sites and information centres;
- one-on-one meetings with major water users;
- irrigation design and scheduling guides;
- social marketing campaigns such as public broadcasting announcements, brochures and handouts, public displays, slogans, bill inserts, advertising and news bulletins, special public events, internet sites, door-to-door campaigns, newspaper articles and radio/television programmes;
- published materials such as “how to” manuals, case studies, technical reports, resource libraries;
- school programmes and materials including activity books, games, videos and CDs, poster contests, in-class visits and demonstrations, “teach the teacher” guides, curriculum guides; and
- special project committees, seminars and workshops with specific water users.

Market Development Tools

Market development tools serve to increase the availability of water use efficient products and services as well as encourage improvements and innovations in product development; for example:

- Foundation for Research Science and Technology;
- Sustainable Management Fund funding;
- Working with resource parties;
- council's procurement policies;
- cap and trade systems to gain "water equivalency units";
- product labelling such as Eco-Logo, Energy Efficiency and Conservation Authority and "AAA" water conservation rating;
- education and liaison with professional associations, trades, industries and wholesalers / retailers:
- point of purchase education programmes; and
- product "testing".

COST/BENEFIT

As part of long term planning, water use efficiency measures can substantially contribute to:

- providing for future economic development and population growth;
- reducing or deferring costs of maintaining and expanding water delivery, treatment and disposal systems, and reducing the cost of wastewater systems;
- reducing energy and maintenance costs;
- ensuring sufficient water flow for both in-stream and downstream extractive uses; and
- maintaining riparian habitats and aquatic ecosystems.

Population projections show that by 2020, if we take no action, water usage for the city would increase to 19 million cubic metres per annum compared to 15 million cubic metres at present. The Council's strategic target will achieve total annual water usage of 16 million cubic metres by 2020. Thus, the achievement of this target will ensure that Waitakere City is not required to secure additional external sources of water supply.

A cost/benefit analysis has been completed using methodology developed by the United States, Environmental Protection Agency. The results of this analysis show that a 2% annual water use reduction can be achieved, through an investment of \$390,000 per annum, with an annual cost saving of \$590,000. This represents a \$200,000 per annum net benefit to the community.

2002/2003 PROGRAMME

The 2002/2003 Annual Plan provides funding of \$150,000 as the first stage of implementation of the comprehensive programme discussed above. It is proposed to apply the available funding as follows:

- School grants 9 schools have been surveyed and potential savings of 8,965 cubic metres per annum. It is proposed to allocate \$2,500 per school as a contribution to partially fund the installation of water efficient fittings and rainwater tanks.
- Selwood Road industrial grant for rainwater tanks. A recent failure of the water supply network in Selwood Road identified the need to upgrade the network to provide a reliable supply. The cost of the upgrade is estimated at \$18,000, but would only benefit two users. Discussion with these users has established that they are interested in installing large rainwater tanks at a cost of approximately \$15,000 each. It is proposed to provide a grant of \$6,000 each to these users and avoid the cost of upgrading the water network.
- Domestic rainwater tank grant. It is proposed to run a scheme similar to that operated by the North Shore City Council, whereby a grant of \$500 is offered towards the installation of rainwater tanks. This will be either a subsidy of Building Consent fees or a cash grant made on satisfactory completion of the project (whichever is appropriate).

A subsidy of \$500 is proposed for new rainwater tank installations which meet the criteria listed below.

- Installation is available as a demonstration site for public viewing, 2 hours monthly for 1 year.
- Council able to use photos etc of the installation in its promotional material.
- Rainwater must be used effectively, which requires supply to toilets, laundry and garden.
- Tanks must be plumbed into house systems correctly including approved backflow prevention device. (Household plumbing work requires a registered plumber and a Building Consent).
- Tanks shall be privately owned and serve only one house.
- Minimum tank size for subsidy is 4500 litres (1000 gallons). Larger tanks are preferable – depends on roof area and water demand.
- Tanks must be installed according to manufacturer's recommendations and Council guidelines.
- Subsidy does not apply to rural properties where a rainwater tank is needed as the primary water supply.
- Subsidy does not apply to new developments where a stormwater connection is not readily available – i.e. where a rain tank is the only sensible method of disposing of rainwater and allows a Building or Resource Consent to be granted.
- The offer is limited to the first 50 applicants.

Preference will be given to installations being retro-fitted to existing houses and also to problem catchments where the tanks will be of benefit for reducing stormwater runoff.

- Dual Flush Rebates

A joint campaign with suppliers is proposed to provide discount to owners of older properties to upgrade their old single flush toilets to dual flush (cistern and pan, or alternative combination).

Older single flush toilets can typically use 9 to 12 litres per flush whereas new dual toilets typically use 3 or 6 litres. Replacing a single flush with a new dual flush toilet may produce annual savings of approximately 60% or more or at least \$32 per annum per household (considering that an average household uses approximately 20% of total water via the toilet).

It is proposed that for the initial trial campaign, to target only older properties in Ranui and Kelston. This would be achieved by way of a leaflet distribution, containing multiple branding (for the benefit of the retailer and suppliers) to these areas only. Records would be kept to calculate the rate of uptake.

The promotion would state that “conditions apply”. The main conditions will be:

1. The property has a single flush toilet
2. The property owner consents to an upgrade
3. Limited to the first 100 respondents
4. All installation costs to be met by the owner (although a discounted installation price has been provided by plumbers)

The estimated cost of this programme is \$8,000.

Demonstration projects. It is proposed to provide a grant of \$10,000 to the Eco Matters Trust to demonstrate demand management practices at the proposed eco house.

2003/2004 PROGRAMME

The draft 2003/2004 Annual Plan also provides funding of \$150,000 for water demand management. The detailed programmes will be developed once the effectiveness of the 2002/2003 programme has been assessed.

One option being considered is to have a more targeted approach focussed on one district and then to progressively cover the whole city. This could include house-to-house visits, offering advice and arranging for the installation of water efficient devices. It is considered that the Eco Matters Trust will be placed to deliver this programme and it is recommended that authority be given to discuss this approach with the Eco Matters Trust.

RESOURCES

Funding is provided in the 2002/2003 Annual Plan and the draft Long Term Council Community Plan. The work programme can be implemented with existing staff.

CONCLUSION

The Council has achieved a significant reduction in water usage. However, a new comprehensive approach has been developed to give effect to Council's strategic direction and mitigate increased demand due to population growth.

A range of measures are proposed and these will be implemented progressively. Authority is requested to carry out the first stage of this programme, including the following:

- promote changes to the Building Act (1991);
- investigate financial contributions;
- provide grants as set out in this report; and
- investigate future delivery of programmes by the Eco Matters Trust, subject to this being funded in the 2003/2004 Annual Plan.

RECOMMENDATIONS

1. That the information be received.
2. That the 2002/2003 water demand management programme as set out in this report be approved.
3. That the Group Manager Asset Management be delegated authority to implement the 2002/2003 water demand management programme.
4. That authority be given to discuss with the Eco Matters Trust the delivery of future water demand management programmes and that the outcome of such discussions be referred back to the Finance and Operations Performance Committee for its consideration.

Report prepared by: Tony Miguel, Group Manager Asset Management.



22 COUNCIL ROLE IN FUNDING INFORMATION COMMUNICATIONS TECHNOLOGY INFRASTRUCTURE PROVISION

PURPOSE OF THE REPORT

To clarify the potential role of Council in funding the provision of Information Communications Technology (ICT) infrastructure and/or conduits and to seek the endorsement of a proposed strategy for any such investment by Council.

BACKGROUND

Council has agreed that supporting EcoTech projects and initiatives is a strategic priority for the City. In September 2002, the City Development Committee adopted a framework for Council's Waitakere Online Strategy. That framework identifies a vision, goals and objectives for Waitakere Online and the regulatory and non-regulatory mechanisms available for Council to achieve them. Mechanisms included Policy and Regulation (Code of Practice guidelines and the processing of resource consents and Road Opening Notices in particular), Strategic Planning, Advocacy and Facilitation (generating aggregated demand for services, using client leverage, supporting national, regional and local initiatives) and Investment (via provision of internet services in Learning Centres etc).

The Committee also considered gaps in the existing Waitakere Online work programme and areas of uncertain responsibility. One issue requiring further detailed investigation was whether Council should invest directly in the provision of primary Information Communications Technology infrastructure (services, dark fibre or cable ducts/ conduits) if this was required to facilitate broadband roll-out. Cranleigh Strategic and Capital Strategy were commissioned to review the options and likely risks associated with Council taking a more proactive role in ensuring the provision of Information Communications Technology infrastructure. The key findings of this report are incorporated into this agenda item and the complete report, containing the more detailed analysis, will be made available in the Councillors Lounge.

There is a wide range of different ways that people transfer information between themselves. This report is concerned with infrastructure (and the associated technology) that can be used to send voice and data between people and computers ("Information and Communications Technology"). Information transferred in digital form can include voice, video, music, text, photos, numbers, etc.

STRATEGIC CONTEXT

Ensuring the development and provision of appropriate communications infrastructure, technologies and skills to business and communities has an important role in the social and economic development of the City, contributing towards Council's long-term prioritisation for Urban and Rural Villages, Transport and Communication, Strong Innovative Economy, Strong Communities and Strong Democracy.

Developing the Eco Tech capabilities of Waitakere in partnership with Council, business and community, builds upon (and provides a tool to support) Council's ongoing vision and strategic platforms.

ISSUES

The key issue to address is how Council should promote or facilitate the installation of appropriate Information Communications Technology services within the Waitakere City Council area of operations. What can Council do to remove economic barriers to the equitable provision of and access to high-speed Information Communications Technology and how does this align with Council's core business?

The installation of an Information Communications Technology infrastructure network requires a very large upfront capital investment and the flow of revenue (derived from take up of services) is often slow to follow. In addition, there are significant risks in investing in broadband infrastructure given the rate of development of Information Communications Technology technologies, which may result in a high bypass risk (customers choose in future to use one of the competitor's new technologies). Council would need to invest significantly in both capital costs and in developing the relevant skill sets and expertise to become a competitive Telco operator in its own right.

This type of investment is not considered a high priority within the Auckland Region at this time, as whilst the City does not have the optimal degree of broadband roll-out at this stage, there are sufficient key players in the communications industry to ensure the market-driven supply of services to most areas. In addition, central government funding of the Provincial Broadband Extension Project (PROBE) is likely to contribute significantly towards the extension of a broadband "backbone" to most areas associated with schools by the end of 2004. Once those key access points have been achieved, market demand will become the driver behind further extensions ("the last mile connections"). Council may have a role to play (either by demonstrating aggregated demand, facilitating investment or direct investment) to support that final stage of deployment.

Council has a time window to monitor developments in both technologies and applications. The key issue over the next few years will be addressing service quality issues in priority commercial areas of the City. For the residential sector the main driver for demand that will lead to commercial parties investing in high bandwidth connections into homes will be on-line gaming and on-line viewing of movies which is several years away. Council needs to decide what its strategic role should be in enabling access to infrastructure, and in what circumstances.

It is recommended that Council should, as its key strategy, first seek to actively facilitate the installation of Information Communications Technology services by working with Telcos, infrastructure investors and developers, thereby creating an environment that ensures investment takes place in a timely manner. This includes helping to build an understanding among Telcos as to the potential aggregated demand for these services over a 1-5-10 year time horizon. The Council has a key role in communicating to these firms its City development strategies and the associated forecast demographic information on residential and commercial developments.

This approach should be supported by utilising Council's regulatory powers to ensure appropriate collaborative planning and implementation of services occurs between utility operators, and that additional spare ducts (through which fibre can be pulled or blown through) be laid at the same time as other services. This will potentially assist in 'future-proofing' the City for future infrastructure requirements, reducing costs (and inconvenience) for the roll-out of Information Communications Technology services. This approach requires amendments to the Council's Code of Practice for City Infrastructure and Land Development (to be reinforced by changes to the operative District Plan when appropriate).

Following reporting to the City Development Committee in September 2002 Council officers have been working to improve the current Road Opening Notice process and on revisions to the Code of Practice. This work will be reported via the internal General Amendments and Strategic Review Committees, for sign-off by the Director of City Services. Any such revisions will need to be worked through carefully with effected parties (utility operators and developers) to maximise understanding, acceptance and support of proposed amendments.

In those key areas of the City where commercial considerations may deter or preclude the installation of Information Communications Technology services then the Council may consider some short-term strategies to undertake the installation of conduits for future Information Communications Technology services in its preferred way. Examples of this may be taking the opportunity to lay ducting along strategic access lanes at the time of installing other major infrastructure services such as water supply which aligns logically with all properties and is generally within road reserve (as opposed to stormwater and wastewater services). In doing so, the Council will provide for its own Telemetry system for monitoring water services, substantially reduce the amount of upfront investment required to be made and provide a backbone that Telcos/third party investors may wish to use at some point in the future. This approach would require a case-by-case analysis for key development areas or particular zones within these areas and in all instances Council should first endeavor to obtain external investment and ownership for the provision of conduits.

RESOURCES

In December 2003, Council approved an EcoTech Programme Management position. One of the responsibilities of this role will be to maintain strategic relationships and communications with potential service providers within Waitakere City.

In those instances where Council is unable to get other parties to invest in areas of strategic importance and decides to install conduits/ ducts for Information Communications Technology services, the following costs need to be allowed for:

- prioritisation of capital expenditure within existing budgets (cost of 100mm diameter plastic ducting estimated at \$7-\$10 per metre);
- asset management (register, mapping and maintenance);
- marketing and legal work to negotiate lease agreements for access to the ducts.

These considerations would need to be addressed in a business case analysis for proposed work, to be approved by the delegated asset manager within City Services. At this stage, the likelihood and extent of such costs is unclear and it is suggested that some contingency be allowed for within existing Asset Management budgets. It is possible that such investment may be justified in support of developing a Telemetry system to support the monitoring of water services to the City. If the provision of spare Information Communications Technology conduits/ducts is identified as being a likely significant ongoing cost, future funding will be requested to support the programme in its own right in subsequent budget planning.

CONCLUSION

It is not considered appropriate or necessary for Council to invest in the development or support of an Information Communications Technology network. The provision of Information Communications Technology services is a capital-intensive industry, with a range of commercial risks, and in many cases there is no justifiable business case for such an investment.

Council should continue to develop and strengthen relationships with current and future Information Communications Technology service and infrastructure providers for Waitakere City, to facilitate the installation of appropriate services.

Council should work with telecommunication companies and other utility network providers to agree on amended conditions within its Code of Practice for City Infrastructure and Land Development to facilitate the provision of spare ducting for future provision of Information Communications Technology services.

Direct Council investment in the provision of conduits for Information Communications Technology infrastructure (either on its own or in partnership) should only be considered where a transparent analysis demonstrates that:

- Council has not been able to get other parties to invest;
- Council investment would enable one or more of its strategic urban form objectives to be achieved in this particular priority location that would not otherwise occur;
- There is a business case that demonstrates an appropriate risk-adjusted rate of return on the investment.

RECOMMENDATIONS

1. That the information be received.
2. That the following approach towards potential Council investment in ensuring the provision of Information Communications Technology infrastructure be approved:
 - a) Council continues to develop and strengthen relationship with Information Communication Technology investors and service providers to actively facilitate appropriate service provision within Waitakere City.
 - b) Council utilises it's regulatory powers to ensure collaborative planning and implementation of current and future service provision between all utility operators and investors.
 - c) Direct Council investment in the provision of conduits for Information Communications Technology infrastructure (either on its own or in partnership) should only be considered where a transparent analysis demonstrates that:
 - Council has not been able to get other parties to invest
 - Council investment would enable one or more of its strategic urban form objectives to be achieved in this particular priority location that would not otherwise occur
 - There is a business case that demonstrates an appropriate risk-adjusted rate of return on the investment

PART VI - SUBCOMMITTEE REPORTS

23 EMERGENCY SERVICES SPECIAL COMMITTEE

This report has been circulated separately with the agenda.



24 REGIONAL ARTS AND CULTURE FUNDING ALLOCATION SUBCOMMITTEE

THE SUBCOMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS SPECIAL MEETING HELD ON WEDNESDAY, 5 MARCH 2003

MATTERS CONSIDERED

A59 - A60

The Subcommittee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages A59 to A60.

The Subcommittee Recommends:

That the Special Meeting report of the Regional Arts and Culture Funding Allocation Subcommittee held on Wednesday, 5 March 2003 be received.

DA Yates, JP
CHAIRPERSON



25 TENDERS SUBCOMMITTEE

THE SUBCOMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS ORDINARY MEETING HELD ON FRIDAY, 7 MARCH 2003 AND FRIDAY, 21 MARCH 2003

MATTERS CONSIDERED

A61 - A70

The Subcommittee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages A61 to A70.

The Subcommittee Recommends:

That the Ordinary Meeting report of the Tenders Subcommittee held on Friday, 7 March 2003 and Friday, 21 March 2003 be received.

JM Clews, QSO, JP
CHAIRPERSON

