



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

FINANCE AND OPERATIONAL PERFORMANCE COMMITTEE

I hereby give notice that a Meeting of the Finance and Operational Performance Committee will be held on:-

DATE: **Monday, 11 September 2006** **TIME:** **9.30 am**

VENUE: **Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere**

to consider the business as set out herein and to take any necessary action connected therewith.

6 September 2006

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Councillors	JM	Clews, QSO, JP (Chairman)
	RI	Clow (Deputy Chairman)
	DQ	Battersby, JP
	MFP	Chan, JP
	LA	Cooper
	AK	Corban, OBE, JP
	RP	Dallow, QPM, JP
	WW	Flaunty, QSM, JP
	DE	Gilmour
	C	Harding, JP
	PA	Hulse
	JP	Lawley
	VS	Neeson, JP
	CA	Stone

Mayor RA Harvey, QSO, JP (ex officio)

(Quorum 5 members)

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(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR A MEETING OF THE FINANCE AND OPERATIONAL PERFORMANCE
COMMITTEE TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY
ROAD, HENDERSON, WAITAKERE, ON MONDAY, 11 SEPTEMBER 2006
COMMENCING AT 9.30 AM.**

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PART A - OPENING OF MEETING

1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

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

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

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



3 CONFIRMATION OF MINUTES

Meeting Minutes - Monday, 7 August 2006

RECOMMENDATION

That the minutes of the Meeting of the Finance and Operational Performance Committee held on Monday, 7 August 2006, as circulated, be taken as read and now be confirmed.



PART B - PRESENTATIONS

4 TELEWORK NEW ZEALAND

A1-A4 The Chairman of the Finance and Operational Performance Committee has consented to Bevis England presenting his Long Term Council Community Plan 2006-2016 and Annual Plan 2006/2007 submission around Telework New Zealand to the Finance and Operational Performance Committee. Bevis England's submission No. 713 is attached at pages A1 to A4.

5 EARTHSONG PROJECT UPDATE

The Chairman of the Finance and Operational Performance Committee has consented to representatives from Earthsong and the Earthsong Centre Trust being present at the meeting to update the Committee of Earthsong Centre's (Community House) completion at 457 Swanson Road, Ranui. The Council has a Memorandum of Understanding with Earthsong that provides for updating the Council on its activities. An interest free loan of \$300,000 was approved to the Earthsong Centre Trust and Cohousing New Zealand in December 2004 to assist in the construction of the Earthsong Centre.



PART C - PROPERTY

6 SALE OF STOPPED ROAD AT 883 SWANSON ROAD, SWANSON

PURPOSE OF THE REPORT

The purpose of this report seeks the Finance and Operational Performance Committee's recommendation to Council that a piece of stopped road adjacent to the house property at 883 Swanson Road, Swanson be sold to the owner of that property.

BACKGROUND

In April 1997, Council resolved (Council resolution 879/97) to dispose of five small areas of stopped road adjacent to the house properties at No. 883 to 895 Swanson Road to the owners of those properties. At that time only the owners of Nos. 885 and 893 proceeded with the purchase.

A5 In July 2005, the owner of No. 883 Swanson Road made a written request to Council to purchase the stopped road outside her property, an area of 22m² known as Section 5 SO Plan 68784 which land is shown on the diagram attached at page A5. Because of the elapse of time since the original resolution it is considered appropriate to have the authority to sell this land confirmed.

ISSUES

Council's Transport Assets Division has confirmed that the piece of stopped road is still surplus to their requirements and does not contain any Council services or utilities which would prevent the sale or require the protection of easements.

LEGAL ISSUES

Section 345 of the Local Government Act 1974 provides for the sale of surplus road to an adjoining owner at a price fixed by a competent valuer. Such a valuation has been obtained and the proposed purchaser has accepted the price.

It is considered that the proposed sale is exempt from the offer-back provisions of s.40 of the Public Works Act 1981 by virtue of s.40(4) which permits a sale to an adjoining owner where, because of the size, shape or situation of the land it could not be expected to be sold to anyone else.

RESOURCES

There are no resources required to selling Section 5 SO Plan 68784 other than staff time.

CONCLUSION

This piece of former road is no longer of any use to Council and the adjoining owner is a willing buyer at a mutually accepted price and therefore its sale would appear to be appropriate.

RECOMMENDATIONS

1. That the Sale of Stopped Road at 883 Swanson Road, Swanson report be received.
2. That it be recommended to Council that the area of stopped road known as Section 5 SO Plan 68784 be sold to the adjoining owner.
3. That it be recommended to Council that pursuant to s.40(4) of the Public Works Act 1981, because of the size, shape and situation of Section 5 SO Plan 68784, the land could not be sold to anyone else.

Report prepared by: Maurice Hieatt, Solicitor.



PART D - LEGAL AND CONSTITUTIONAL

7 AFFIXATION OF COMMON SEAL

EXECUTION OF DOCUMENTS: 28 July 2006 to 1 September 2006

Nº	NAME	PARTICULARS
3712	WCC – AR & LM Watkins	Settlement Agreement – 6-8 Valley Road, Titirangi
3713	WCC – The Titirangi Golf Club (Incorporated)	Stormwater Drainage Easement in gross – CT.290155 – 25-31 & 35 Godley Road – SPW 22475
3714	WCC – Anderson Building Consultants Ltd	Drainage Easement in gross – CTs.271494 & 271493 – 3 Robertson Road – SPW 22421
3715	WCC – G & VR Bensemman	Transfer of stopped road – 1234 Scenic Drive North, Swanson – resolution 2342/2005
3716	WCC – G & VR Bensemman	Drainage easement - 1234 Scenic Drive North, Swanson – resolution 2342/2005
3717	WCC – Barfoot & Thompson and Atwood, Powell & Inder	Memorandum of Encumbrance (Firewall) – CTs.NA1110/268 & NA1136/265 – 4 & 8-12 Delta Avenue,

N ^o	NAME	PARTICULARS
		New Lynn
3718	WCC – CDL Land New Zealand Ltd	Fencing Agreement – CTs.266739 & 266740 – 187-191 McLeod Road – SPW 21994
3719	WCC – CDL Land New Zealand Ltd	Right-of-Way Easement in gross – CTs.266736-266742 – 187-191 McLeod Road – SPW 21994
3720	WCC – Tram Lease Ltd	Lease variation instrument – Glen Eden Carpark – approval 1995
3721	WCC – Everbright Investment Ltd	Garelja Road Reserve - transfer from Henderson Borough Council – Standing Orders 44.2
3722	WCC – RA & WE Mankin	Deed of Waiver under s.40 Public Works Act 1981 - 15A Inver Street – resolution 1348/2005
3723	WCC – Vehicle Testing New Zealand	Deed of Sub-Lease – Ross McLeod delegated authority 2/8/2006
3724	WCC – PA & JM Kingston	Full cancellation of Bond No.6740118.7 by Waitakere City Council as bondholder – 29 & 35 Piha Road – SPW 22494
3725	WCC – RF & A Recordon	Deed of Extension of Lease – Archives Building – Ross McLeod delegated authority 14/8/2006
3726	WCC – JP Brownlee, AJ Evans, CM Grebenar & BPN Corban	Easement Certificate to create Right-of-Way affecting CT.95624 in favour CT.NA1631/81
3727	WCC – PD Wells, RM Craig & JR Broughton	Deed of Waiver under s.41 Public Works Act 1981 – 343 West Coast Road – resolution 1348/2005
3728	WCC – JD Boyle, AM Boyle, FJ Mathieson, AS Ogilvie	Deed of Encumbrance – 23 Lincoln Road – resolution 1565/2004
3729	WCC – Taegu Properties Ltd	Water Supply Easement in gross – CTs.241842-241848 inclusive – 205-213 Metcalfe Road – SPW 22135
3730	WCC – Taegu Properties Ltd	Surrender of Consent Notice – CT.95380 – 205-213 Metcalf Road – SPW 22135
3731	WCC – Hosido Holdings Ltd	Deed of Encumbrance – 21 Lincoln Road – resolution 1565/2004
3732	WCC – EM Hanna-Latham	Withdrawal of Caveat (repaid) – D130523.1 – 26 Tanekaha Road
3733	WCC – DP & LC Baker	Deed of Waiver under s.40 Public Works Act 1981 – 337 West Coast Road
3734	WCC – WK Jones, JC Chamley & BJ Robinson	Partial Surrender of Easement in gross – CT.151395 – 2 Enterprise Drive – SPW 22369
3735	WCC – WK Jones, JC Chamley & BJ Robinson	Variation of Drainage easement in gross – CT.151395 – 2 Enterprise Drive – SPW 22369
3736	WCC – Techscape Ltd & Bilfinger Berger Services (NZ) Ltd	Deed of Variation of Lease – Te Rangi Hiroa Reserve to Techscape Services Limited – resolution 1537/2006

RECOMMENDATIONS

1. That the Affixation of Common Seal report 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: Yvonne Donaldson: Team Leader: Legal Services.



PART E - FINANCE

8 BORROWING AND INVESTMENT REPORT

PURPOSE OF THE REPORT

The purpose of this report is to provide the Finance and Operational Performance Committee with an update on the estimated borrowing and investment activity for July 2006.

BACKGROUND

Waitakere City Council enters into treasury related financial contracts in the ordinary course of its business. It is the role of Council's Funds Management section to manage such contracts and the impact that they have on the organisation. All funds management transactions are governed by the Liability Management and Investment Policy, prepared in compliance with the Local Government Act 2002. As a requirement of that Policy this report informs the Committee on the current and future movements of Council's debt and cash investments and provides a general commentary of financial market conditions.

A6-A11

The relevant portfolio and graphs reflect the estimated position as at 31 July 2006 and are attached at pages A6 to A11.

ISSUES

Council's Funds Management function actively manages a large portfolio of various debt and investment instruments. The benefit of borrowing is that it enables Council to carry out the projects identified in the Annual Plan and Long Term Council Community Plan, while spreading the costs for those projects over time to recognise the future benefits. Borrowing funds therefore assist Council with its entire loans funded strategic initiatives. The Liability Management and Investment Policy requires that a report detailing the management of the portfolio be presented to the Finance and Operational Performance Committee on a regular basis. The report must include information on the following subjects:

- Cash/Debt position;
- Forecasted borrowing profile;
- Interest rate profile;
- Risk management;
- Material transactions;
- Market commentary.

This report addresses the requirement of the Policy and may include other information that is relevant to the Funds Management function.

FINANCIAL IMPLICATIONS

The active management of the treasury portfolio seeks to minimise Council's borrowing costs and maximise investment returns of liquid assets. The Funds Management function is also charged with seeking investors, thus ensuring that there is sufficient liquidity available for the Council to continue its work programme. New Zealand financial markets are significantly volatile and therefore interest rate risk management is a key responsibility of the Funds Management function. Detailed financial information included within this report is intended to give assurance of the prudent management of Council's portfolio.

Council maintains Standard and Poor's Credit Ratings of A-1 short term, and A+ long term (stable).

ESTIMATED SUMMARY OF BORROWING AND INVESTMENT MOVEMENTS TO JULY 2006

Council's estimated gross term debt position has increased by \$4.5 million since June 2006, with an estimated closing balance at July month end of \$240.044 million.

SIGNIFICANT FUNDING TRANSACTIONS ENTERED INTO DURING JULY 2006

- Amend Interest Rate Swap 32, decrease maturity from 15 July 2010 to 15 April 2008, decrease fixed interest payable from 5.89% to 4.90%;
- Amend Interest Rate Swap 37, decrease maturity from 1 July 2010 to 3 January 2008, decrease fixed interest payable from 6.39% to 5.76%;
- Increase Commercial Paper on issue from \$10 million to \$20 million for a term of 3 months maturing 30 September 2006 at a fixed interest rate of New Zealand 90 day bank bill;
- Sinking Fund investment of \$3,175,322.00 for a term of 49 days at an interest rate of 7.45%;
- Agree to issue a new \$5 million bond on 15 August 2006 for a term of 5 years, at a floating interest rate of New Zealand 90 day bank bill plus a margin of 10 basis points.

FINANCIAL MARKET COMMENTARY

Market Overview

The local interest rate market has continued to be mixed over the past month following the July 2006 Official Cash Rate Announcement. 90 day bank bill interest rates have remained at levels around 7.50% while short term interest rates (1 – 5 years) increased. The 5 year swap rate for a short term increased above 7.0%, but has since returned to levels similar to the past few months. Long term rates have also varied in a similar fashion with the 10 year swap interest rate reaching 6.90% for a short period before dropping to lows of approximately 6.60%.

Up Coming Dates

Monetary Policy Statement	14 September 2006
Official Cash Rate Announcement	26 October 2006

CONCLUSION

All transactions covered by this report have complied with the requirements of Council's Liability Management and Investment Policy.

RECOMMENDATION

That the Borrowing and Investment report be received.

Report prepared by: Bruce Wilkin, Treasury Manager.



9 PAYMENTS FOR APPROVAL

PURPOSE OF THE REPORT

The purpose of this report is to advise of payments made by the Council.

BACKGROUND

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.

STRATEGIC CONTEXT

The Council makes various payments as provided for in its Long Term Council Community Plan and Annual Plans. The Council follows good practice for procurement of goods and services and ensures that funding has been provided from appropriate sources.

PAYMENTS

A12-A18

A summary schedule of payments made for the period 7 July 2006 to 3 August 2006 is attached at pages A12 to A13. A further schedule of all payments of \$5,000 and above, together with the reason for the payment is attached at pages A14 to A18. 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.

CONCLUSION

The summary schedule of payments is shown for the period 7 July 2006 to 3 August 2006. Payments have been provided for in accordance with approved budgets.

RECOMMENDATIONS

1. That the Payments for Approval report be received.
2. That the contracts let and payments made be approved.

Report prepared by: Andrew Pollock, Director: Finance.



PART F - GENERAL

10 AMENDMENT TO MEMORANDUM OF UNDERSTANDING WITH EARTHSONG ECO NEIGHBOURHOOD

PURPOSE OF THE REPORT

The purpose of this report is to advise the Finance and Operational Performance Committee of the attachment of appendices to the existing Memorandum of Understanding between Earthsong Eco Neighbourhood and the Council. The appendices record the interest free loan provided to the Earthsong Centre Trust in June 2005 that assisted in the construction of an Earthsong Centre and the arrangements for community use.

BACKGROUND

In December 2004 the Committee approved an interest free loan of \$300,000 to the Earthsong Centre Trust to assist in the funding of a Community type facility at 457 Swanson Road Ranui. The loan is repayable in full in June 2008. The Chief Executive Officer was given authority to advance the loan subject to appropriate loan documentation, security and agreements for community use of the facility being to his satisfaction. All these were duly finalised in June 2005. Earthsong Eco Neighbourhood have requested that the arrangements be attached to the current Memorandum of Understanding entered into on 26 July 2003.

STRATEGIC CONTEXT

The Council's Long Term Council Community Plan 2006-2016 sets the City's direction for sustainable management through to 2016. Earthsong's vision to establish a cohousing neighbourhood based on the principles of permaculture that will serve as a model of socially and environmentally sustainable community aligns with all nine of the Council's strategic platforms underpinning the City's direction

ISSUES

A19 –A32

The Memorandum of Understanding entered into on 23 June 2003 is attached at pages A19 to A31. The appendices attached at page A32 reflect the arrangements entered into by the Chief Executive Officer. These have been previously verbally advised to the Committee at past updates.

RESOURCES

There are no additional resource requirements associated with this attachment to the Memorandum of Understanding.

CONCLUSION

This report advises the Committee of the appendices that has been attached to the current Memorandum of Understanding between Earthsong Eco Neighbourhood and the Council.

RECOMMENDATION

That the Amendment to Memorandum of Understanding with Earthsong Eco Neighbourhood report be received.

Report prepared by: Andrew Pollock, Director: Finance.



11 PURCHASE OF RENEWABLE ELECTRICITY SUPPLY FOR COUNCIL PILOT PROJECT

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Operational Performance Committee on progress of the corporate sustainability project to purchase renewable energy for a small portion of Council's electricity supply as a pilot project.

BACKGROUND

Waitakere City Council's 12-month electricity load is estimated below in Table 1 as at January 2006 (including new buildings) and is anticipated to grow due to new buildings being developed during the next contract period:

Load Grouping	Total Kilowatt Hours	Number of Accounts
Street Lighting	6,109,820	2 accounts
Time of Use sites		
HEP0331 Load*	6,791,145	5 accounts
HEN0331 Load*	522,458	2 accounts
Non-Time of Use sites	2,533,692	251 accounts
Total	15,957,692	265 accounts

Table 1 – Council's Annual Electricity Load

Note: HEP0331 and HEN0331 refer to different grid exit points and they incur slightly different pricing due to different electricity losses experienced from each grid exit point.

Council has been implementing an energy management programme in order to reduce overall electricity and gas consumption, and associated carbon emissions. The savings to date for electricity and gas usage and costs are:

	One-Off Cost Savings	On-Going Cost Savings	One-Off kWh Savings	On-Going kWh Savings
2001/2002	\$ -	\$ 63,070	-	264,903
2002/2003	\$ 8,788	\$ 5,870	85,915	280,759
2003/2004	\$ 4,497	\$ 68,563	-	273,734
2004/2005	\$ 46,244	\$ 69,595	-	279,978
2005/2006	\$ 14,083	\$ 222,893	837,514	631,070
2006/2007 saving from work in previous financial years		\$ 211,560	-	208,934
Subtotal	\$73,612	\$641,551	923,429	1,939,378
Cumulative Savings		\$715,163	kWh	2,862,807

Table 2 – Council's Corporate Energy Savings

The majority of energy management projects to date have included negotiating electricity and gas contracts, negotiating electricity connection reductions for buildings and sites with Genesis and Vector, closing old electricity accounts not disconnected, identifying possible overcharges and negotiating refunds, correcting power factor problems to avoid penalties, installing light switches, working with West Wave to install variable speed drives, improving gas efficiency at Massey Leisure Centre and Library, and identifying saving from renewable energy projects.

In 2004 Waitakere City joined the international Communities for Climate Protection (CCP™-NZ) campaign. CCP™-NZ is delivered by the International Council for Local Environmental Initiatives (ICLEI) and funded by the Ministry for the Environment. The programme provides encouragement and guidance to local Councils via a strategic framework and peer support locally and internationally.

Council's corporate base year 2002 greenhouse gas emissions were 6,059 tonnes of carbon dioxide equivalents (CO₂e). In a business as usual scenario, where no action is taken, these emissions are expected to rise by 65% by 2010. The key source of greenhouse gas emissions from Council's operations is electricity use for buildings and streetlights.

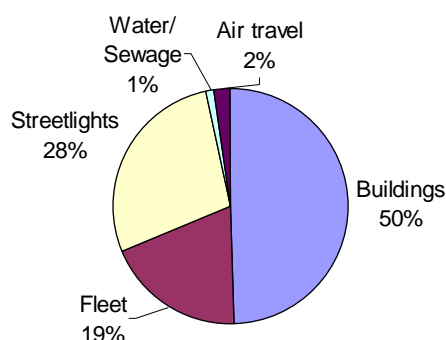


Figure 1 Waitakere City Council Corporate Carbon Emissions

The 'Waitakere City Greenhouse and Energy Action Plan' propose the following targets for Council's corporate emissions (base year 2001) based on a per capita ratio:

- Stabilise total greenhouse gas emissions by 2010;
- Reduce total emissions by 50% by 2021.

These goals are based on the long term community goal to reduce per capita emissions to one tonne per year.

The first greenhouse gas target is intended to be achieved by 2010 through improving the energy efficiency of Council's operations, i.e. to use less kilowatt hours to deliver the same benefits for example lumens of light from street lights or office lights. The second target for 2021 will be achieved in reducing the green house gasses associated with the purchase of electricity and how it is generated, i.e. purchase more electricity generated from renewable sources (wind, solar, small/medium hydro) or from an electricity retailer with a higher mix of renewable energy in their energy mix.

STRATEGIC CONTEXT

This project is seeking to implement the vision for the Sustainable Energy and Clean Air platform that 'Waitakere City's energy and emissions to air management demonstrates ongoing progress towards a sustainable society' and to meet the target of reducing emissions from Council's corporate emissions.

The existing National Energy Efficiency and Conservation Strategy has a national renewable energy target of an additional 30 peta joules from renewables by 2012. It aims to reverse a decline in the share of New Zealand's total energy coming from renewable sources. National Energy Efficiency and Conservation Strategy is currently under review and measures to be considered in the review include mandatory renewable energy targets and timeframes, market interventions in support of renewables directly and for RD&D, (e.g. feed-in tariffs, advanced renewable tariffs, quota markets, tradable renewable energy certificates, tax credits, accelerated depreciation etc) possible disincentives for fossil based electricity generation, and enhanced government agency accountability for effective development and administration of policy measures and the achievement of targets.

ISSUES

Seventy-nine percent of Council's corporate carbon emissions are derived from electricity usage. New Zealand's electricity generation mix for the year ending March 2002 was approximately hydro (56%), gas (30%), geothermal (7%), coal (4%) and other (3%). As the majority of New Zealand's electricity supply is generated by hydro, electricity generation can become limited during extreme dry periods as experienced in recent years. New Zealand's gas extraction from Maui gas field is forecasted to reach the end of its life within the next few years with the possibility of future gas supplies needing to be imported, therefore increasing the cost. Electricity supply from other renewable resources (small hydro, wind, solar) will assist New Zealand's electricity supply spread the mix of supply and enable troughs in electricity supply from hydro and gas to be mitigated and reduce carbon emissions from non-renewable sources of energy electricity generation (e.g. gas and coal).

The purchase of renewable energy or green power includes the following three products:

- "Renewable electricity" is generated using renewable energy resources and is delivered through the utility grid;
- "Renewable Energy Certificates" represent the environmental, social, and other positive attributes of power generated by renewable resources;
- "On-site renewable generation" refers to electricity generated using renewable energy resources at the end-user's facility.

This pilot project seeks to support the development of 'new' renewable energy generation projects that will contribute to the reduction of carbon emissions generated by New Zealand through purchasing electricity supply for one Waitakere City Council building as a pilot project leading into expanding renewable energy supply as part of Council's long term future.

Currently Renewable Energy Certificates are not available in New Zealand and are being examined under the review of the National Energy Efficiency and Conservation Strategy.

The purchase of renewable energy is currently being made by Hamilton and Christchurch City Councils in New Zealand and green power programmes are being offered by government agencies in Australia and the United States to encourage the purchase of electricity from renewable resources.

Hamilton City Council has installed, in partnership with WEL Green Energy (a joint venture between WEL Networks and Green Energy), a 920kW gas engine at a landfill site. It is fuelled by the landfill gas, which in turn runs a generator producing electricity. Council supplies the landfill gas to WEL Green Energy, which then sells the electricity to Council. This follows a previous project of a biogas generation plant at the Wastewater Treatment Plant.

In 2002 Christchurch City Council approved a proposal from Windflow Engineering Limited to enter into a "hedging" type of power purchase contract. Under this contract the Council will buy the output of the first 500 kW Windflow windmill from 2002 at a price which is slightly higher than what the Council pays under its current supply contract.

The Green Power programme in Australia is a national accreditation program that sets stringent environmental and reporting standards for renewable energy products offered by electricity suppliers to households and businesses across Australia. The Green Power tick is your guarantee that your contributions are helping facilitate the installation of new sustainable energy projects in Australia."

The following list in Table 3 comprises the leading Top 10 Local Government Partners in the Green Power Partnership. These Partners have the largest completed annual green power purchases of all Partners within this sector. Their purchases help drive the development of new, domestic renewable energy sources. Combined, these organisations purchases amount to over 280 million kilowatt hours (kWh) per year, which is equivalent to the electricity needed to power an estimated 26,000,000 average American homes annually.

City	Green Power Usage (kWh)	% of Total Electricity	Resources	Provider
City of San Diego, CA	65,400,000	25%	Biogas, Small-hydro, Solar	On-site Generation
Austin (TX) Independent School District	48,827,000	30%	Biogas, Wind	Austin Energy
Montgomery County Wind Buyers Group	40,845,139	5%	Wind	Washington Gas Energy Services
New York State Municipal Wind Buyers Group	31,584,167	20%	Wind	Community Energy
East Bay Municipal Utility District/Main WWT Plant	26,000,000	66%	Biogas	On-site Generation
Round Rock (TX) Independent School District	18,000,000	29%	Biogas, Wind	Austin Energy
City of Portland, OR	17,602,000	13%	Biogas, Small-hydro, Solar, Wind	On-site Generation, PPM
City of Boston, MA	17,300,000	9%	Wind	Constellation NewEnergy/ERT
Rochester City School District	8,920,000	19%	Wind	Rochester Gas & Elec (Community Energy)
Inland Empire Utilities Agency	8,643,000	19%	Biogas	On-site Generation

Table 3 – US EPA Green Power ‘Top 10 Local Government Partners’

Council will identify a range of Council buildings to seek registration of interest from renewable energy generators and electricity retailers to supply potentially one load or building electricity from new renewable sources (small/medium hydro, wind, solar), e.g. less than two years old. Electricity generated from large hydro projects is excluded from consideration from this project as Council is seeking to support the development of new renewable energy generation opportunities for New Zealand to diversify the renewable energy mix. It is intended that the registration of interest process for the purchase of renewable energy pilot project be conducted during the second quarter of the 2006/'2007 and the formal tender process in the third quarter of the 2006/2007 with the contract period being from April 2007 – March 2009, in line with the main electricity contract.

It is intended to begin this new approach of purchasing electricity from new renewable energy sources through a small pilot project to identify and work through possible process issues as outlined below.

Clarification is being sought on who can sell electricity in New Zealand and the associated processes that may be required. This is perhaps the most significant external issue to work through in case through the registration of interest process a company or other local council puts forward a project that generates electricity from renewable resources but their organisation is not an electricity retailer by trade. Whilst existing electricity retailers could agree to a 'hedge' (fixed price) contract, determination of contractual processes and other processes delivered by a traditional electricity retailer would need to be determined in the case of a non-electricity retailer proposing a project to supply electricity from renewable resources. This issue may be addressed in New Zealand in the medium to long term through the introduction of Renewable Energy Certificates.

Renewable energy has usually been more expensive than conventional power sources. These higher costs are largely due to the relative immaturity of renewable technologies and their concentration in niche markets, compared with conventional energy sources. Nonetheless, despite the currently higher prices, the cost of renewable energy is falling as the growing demand justifies the expansion of manufacturing facilities and reduces production costs. As electricity prices increase overtime it can result in renewable energy costs being higher in the short term, price-neutral in the medium term and result in price savings in the longer term. This was the case with wind energy costing an estimated 6 cents/kilowatt hour to produce within the last five years and electricity from the national grid costing 5 cents/kilowatt hour around 5 years ago, and costing over 8 cents/kilowatt hour today for electricity usage costs only, excluding line charges.

Council currently has a contract with Genesis Power Limited No. RM03502B – Electricity Supply until March 2007. A recommendation to extend the contract until March 2009 will be presented to Tenders Subcommittee on 25 August 2006.

It has also been recommended that a clause be added to the extension of Contract No. RM03502B – Electricity Supply that stipulates, "Waitakere City Council retains the right to gain electricity supply from a third party for a trial project to source new renewable energy (excluding large hydro) as part of Council overall electricity supply without prejudice to this contract. The Council will offer Genesis the opportunity to provide electricity from a new renewable electricity supply (excluding large hydro)."

RESOURCES

A premium for electricity supply from renewable resources may be incurred and will be confirmed during the registration of interest and any resulting tender process.

External expertise to assist in reviewing the technical aspects of this project will be required.

Costs for this project have been budgeted for in the 2006/2007 Annual Plan.

CONCLUSION

This is a pilot project to identify and address potential legal and process issues with purchasing electricity from new renewable energy sources from either traditional electricity retailers or other companies and councils generating electricity from new renewable resources.

Whilst Council will begin purchasing renewable electricity for one building or small load in the short term, the main benefit in this project will be to resolve any potential issues before Council determines whether it would like to purchase a set percentage of Council's 15,957,692 kilowatt hour annual load from renewable electricity in the medium – long term future and its willingness to pay for that purchase. Such a purchase would in the long term assist Council reduce its corporate carbon emissions beyond that which could be achieved through energy efficiency projects alone.

RECOMMENDATIONS

1. That the Purchase of Renewable Electricity Supply for Council Pilot Project be received.
2. That the Finance and Performance Operational Committee approve the proposal to seek registration of interest for the purchase of renewable electricity supply for a Council pilot project.

Report prepared by: Michelle Dawson, Project Manager, Cleaner Production.



12 WATERCARE SERVICES LIMITED FINAL STATEMENT OF CORPORATE INTENT 2006

PURPOSE OF THE REPORT

The purpose of this report is to present the Watercare Services Limited Final Statement of Corporate Intent for the Finance and Operational Performance Committee's approval.

BACKGROUND

Watercare Services Limited (Watercare) is the bulk water and wastewater service provider for much of the Auckland Region. Its main responsibilities are the collection, treatment and supply of drinking water, and the collection, treatment and disposal of bulk wastewater. Watercare is classified as a "Council organisation" and is governed by specific legislative provisions set out in the Local Government Acts 1974 and 2002.

Watercare's primary customers are six water and wastewater retailers, five of which (including EcoWater) are owned by or are part of the local Councils. United Water, which services the Papakura District is a franchised operation.

The six local Councils are Watercare's shareholders. The Councils have appointed a Shareholders Representative Group which appoints the Board of Watercare, provides input to Watercare's Statement of Corporate Intent, and monitors the performance of the Board against the Statement of Corporate Intent. Watercare negotiates the Statement of Corporate Intent with the Shareholders Representative Group each year. The statement is effectively the Board's charter for running the Company on the shareholders' behalf. It lays out the activities to be undertaken by Watercare and sets specific environmental, social and economic objectives for the Company for a three-year period. It also sets performance targets that will be used to measure the Company's performance.

Waitakere City Council has two representatives on the Watercare Shareholders Representative Group, Councillors Clews and Lawley. An Officers Working Group with representatives from the shareholder Territorial Authorities supports the Shareholders Representative Group. The Local Network Operators Group, comprising the six retailers often provides advice to the Officers Working Group on matters of common interest.

On 14 December 2005, the Shareholders Representative Group engaged in an extensive direction setting exercise, identifying and communicating priorities for inclusion in the 2006 Statement of Corporate Intent to Watercare. The priorities were addressed by Watercare in its draft Statement of Corporate Intent.

Council's Finance and Operational Performance Committee considered Watercare's Draft Statement of Corporate Intent at its meeting on the 8 May 2006 and passed the following resolution:

1. *That the Watercare Services Limited Draft Statement of Corporate Intent 2006 report be received*
2. *That it be noted that Watercare has submitted to its shareholders a Draft Statement of Corporate Intent for the three year period commencing 1 July 2006 and that in general Watercare has addressed shareholders priorities previously communicated."*

809/2006

Council's resolution was confirmed via a formal letter to the Chair of the Shareholders Representative Group.

A33-A55

A copy of the Draft Statement of Corporate Intent report to the Finance and Operational Performance Committee on the 8 May 2006 and a copy of the final Watercare 2006 Statement of Corporate Intent is attached at pages A33 to A55 of this report.

STRATEGIC CONTEXT

The Council's strategic goal of sustainable management of the three waters (water supply, wastewater and stormwater) is integral to its relationship with Watercare and to its role on the Shareholders Representative Group.

The Council has two major roles in connection with Watercare, one as shareholder/owner, the other as customer. The extent to which this Council can add strategic input to the governance of Watercare through its ownership and governance role heavily influences the extent to which it can supply retail services to the City's ratepayers that meet the Council's own strategic goals, and at the most efficient price possible.

ISSUES

The Shareholders Representative Group approved the final Watercare Statement of Corporate Intent at its 26 July meeting and resolved to seek approval from the respective shareholding Councils in accordance with Clause 23 of the Shareholders Agreement, which states:

23. *If the decision of the shareholders representative group is that a matter is to be approved by the parties, the parties will then pass or sign a resolution approving it as required by the Act or the Constitution.*

In addition to Clause 23 of the Shareholders Agreement, Clause 11 states that the parties are bound to implement the Shareholders Representative Group resolution, as the resolution to approve the Statement of Corporate Intent was passed unanimously by the Shareholders Representative Group. Once approval has been received from the shareholding Councils, Watercare will be advised that the Shareholders Group has approved the Statement of Corporate Intent for the period commencing 1 July 2006.

CONCLUSION

In accordance with the Shareholders Agreement, the Shareholders Representative Group is now seeking the approval of the final Statement of Corporate Intent from the shareholding councils. As the resolution was passed unanimously by the Shareholders Representative Group, the parties are bound to implement the Shareholders Representative Group resolution under clause 11 of the Shareholders Agreement.

RECOMMENDATIONS

1. That the Watercare Services Limited Final Statement of Corporate Intent 2006 report be received.
2. That the Finance and Operational Performance Committee receives and approves the Watercare Services Limited Statement of Corporate Intent for the three year period commencing 1 July 2006.

Report prepared by: Kingsha Changwai, Manager Quality Assurance.



13 COMMUNITY HOUSES ANNUAL REPORT 2005/2006

PURPOSE OF THE REPORT

The purpose of this report is to provide the Finance and Operational Performance Committee with information on the performance of the seven Community Houses funded by Council in 2005/2006.

BACKGROUND

Community Houses assess community need and provide relevant services for their local communities. This includes programming activities and facilitating use by community service groups and private hirers. Community Houses are also used as drop-in centres for local residents and have a role in providing community information and education through a range of classes and activities.

A volunteer Management Committee of local residents oversee the operations of each Community House. Council's Funding Agreement is with the Management Committee and this funding enables a part time Coordinator to be employed. The Management Committee is accountable to Council for ensuring that the services contracted for in the Funding Agreement are delivered in accordance with agreed performance targets.

The general objectives of Community Houses are to:

- Enhance community well-being and the quality of life in neighbourhood communities;
- Work in a partnership model with Council, volunteers, community groups and individuals in order to improve community life;
- Respond to community wishes and needs in a proactive manner;
- Provide services and activities relevant to the local community;
- Provide opportunities for people to fully participate in leisure and community life; and
- Encourage the community's "sense of ownership" of Community Houses and their services and activities.

STRATEGIC CONTEXT

In February 1998, Council adopted the recommendations of the Community Houses Review and resolved to continue to support Community Houses given the community benefits that they provide. Community Houses are central to local neighbourhoods and play a vital role in promoting a sense of well-being and belonging.

Community Houses contribute to Council's Strong Communities and Urban and Rural Villages strategic platforms through the provision of 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

New Community House Opened

During this past financial year, the Sturges West Community House was built at 58 Summerland Drive and opened for business after a *Grand Opening* event in February 2006. The Sturges West Management Committee were meeting fortnightly during the development of the building and effectively established themselves as an active community representative group. After a robust recruitment process, a new House Coordinator was employed in December 2005.

Performance of Community Houses

Performance targets for each Community House are individually set and are dependent on house size, socio-economic factors, location, and levels of community involvement with the house. Community House Funding agreements are monitored by a Council representative through written reports and regular meetings with House Coordinators and Management Committees.

All Community Houses met the following generic performance targets in the Funding Agreements for the 1 July 2005 to 30 June 2006 period as follows:

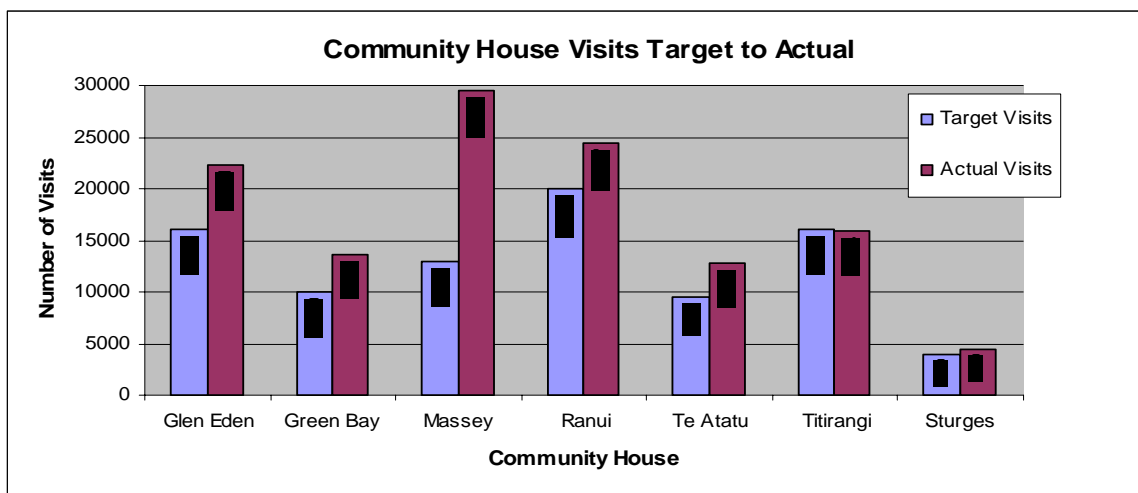
- Acknowledgement of Council support on promotional material;
- Health and Safety Plans in place;
- Strategic Plans in place;
- Staff attended at least 75% of collective meetings and training organised by Waitakere Workers Education Association;
- Compliance with adequate publicity regarding house activities;
- Opening hours adhered to; and
- Reporting requirements and visitor, programmed activities, and regular user targets met.

Each of the seven Community Houses exceeded their individual performance targets regarding numbers of visitors, user groups and programmed activities.

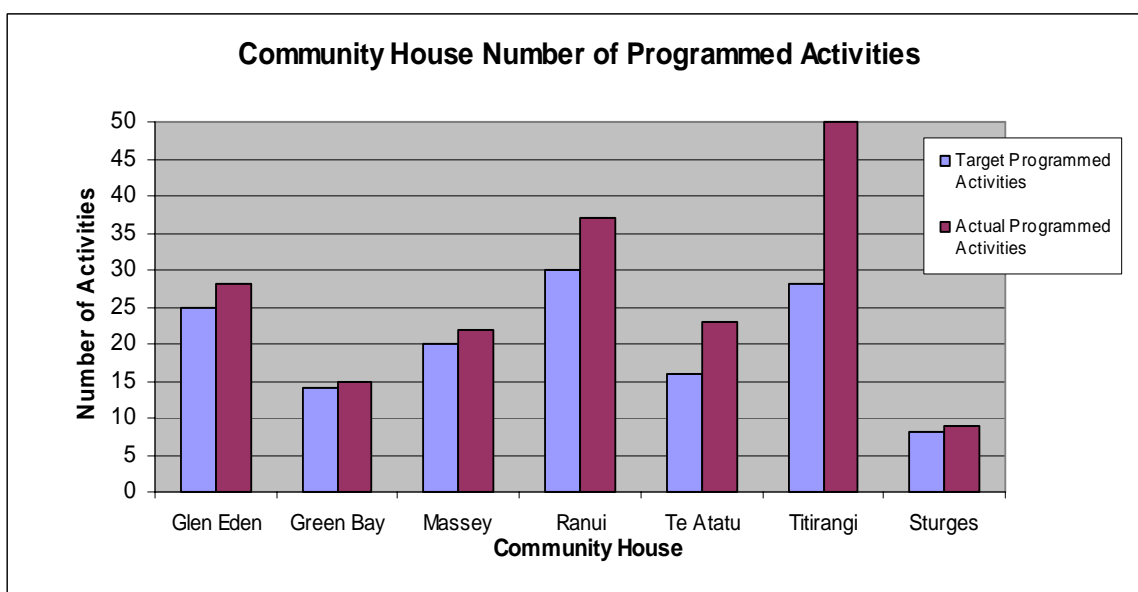
The following three graphs show targets and actual numbers for usage of the Community Houses for the 2005/2006 financial year. The large gap between target and actual for some Community Houses figures is due to the targets being set at the beginning of the three year funding period.

The graphs should be viewed as a benchmark and one indicator of a house's success however, the house size, socio-economic area, and capacity are important factors in determining usage and therefore comparisons should not be drawn between the individual Community Houses in these charts.

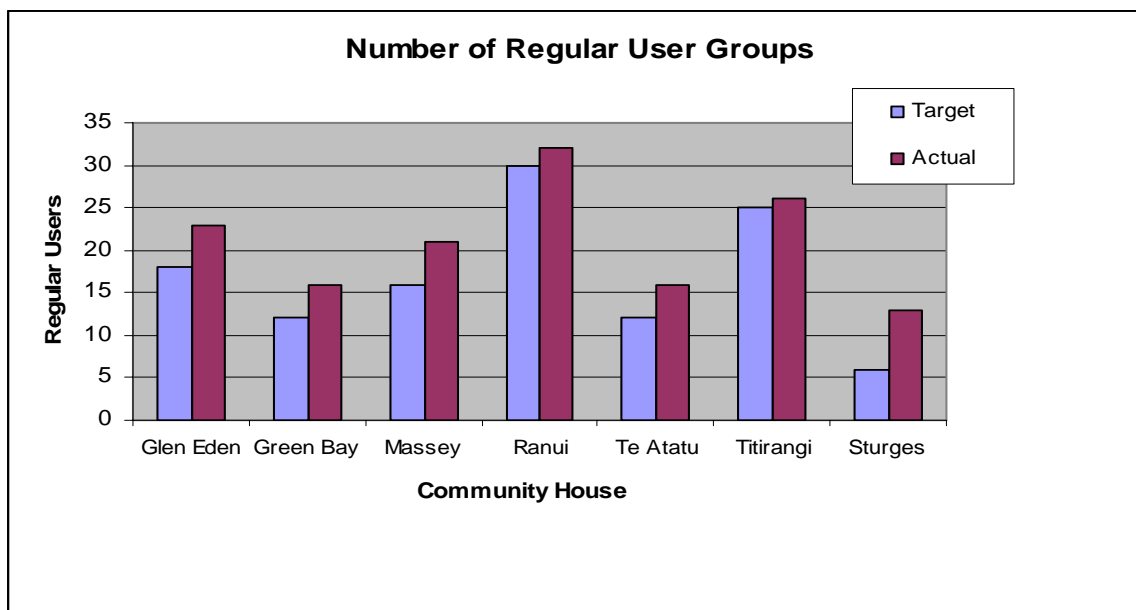
A total number of visits to Community Houses in Waitakere City for the 2005/2006 financial year was approximately 123,163 people. This is an increase of approximately two thousand people from the total visitor numbers for 2004/2005.



As shown in the chart below, a total of 184 Programmed Activities took place in the houses with all Community Houses exceeding their individual target figures. Actual number of activities is down from last year's number by 22 programmes across the seven houses. This is due to changes within the regional Adult Community Education funding from the Ministry of Education.



A total of 147 user groups utilised the Community Houses on a regular basis (i.e. weekly or monthly) in 2005/2006 and each house exceeded their individual performance targets. This total number is a slight increase from last year's total figure but not much of an increase is expected due to most houses operating to capacity over the past couple of years regarding regular users as this is their mainstay business.



Glen Eden Community House - Summary

In the beginning of the 2005/2006 financial year, extensive renovations took place which partially closed the Glen Eden Community House for four months this past year. The result was an enlarged room (with the option of using dividers to make two small rooms) with adjacent and expanded covered deck area. In May 2006, the committee held an Open Day for the community where it is estimated that, despite the heavy rain that day, approximately 100 people attended and a strong sense of community ownership prevailed. Glen Eden's Out of School Care Programme has once again gone from strength to strength with numbers now growing so there are waiting lists for both the After School and Holiday Programmes and a regular nine children attending the Before School Programme. Even with the partial closure for four months, the Glen Eden Community House has exceeded all contracted performance targets.

Green Bay Community House - Summary

Much of the house's energy this past year was consumed by the 'car park' issue as the House Coordinator and Management Committee members were required to attend numerous meetings with Council and the community. The outcome of an independent commissioner hearing process was the decision to give permission to the house and Council to build a car park for the house which is expected to commence late October 2006. Renovations to the house kitchen and entrance way are also scheduled to take place in conjunction with the building of the car park, all of which will improve community access to the facility with a greater potential for the house to become the hub of the Green Bay community. Green Bay Community House continues to have a large children user population with a twice weekly playgroup as well as specialised German and Japanese playgroups in addition to the programmed activities such as Creative Writing, Learners License, and Hip Hop Dance that is available. Green Bay Community House has exceeded all contracted performance targets.

Massey Community House - Summary

As noted in the Coordinator's Annual General Meeting Annual Report, the theme this year at Massey Community House has been 'consolidation'. 2005/2006 is the third year of being at the Don Buck Road premise so there is a sense of consolidation of services, staff, and user groups after the rapid growth in the first two years at this location. Regular user groups are well established (such as Plunket Playgroup, Patchwork & Quilting group, Yoga, Flax Weaving, and Diabetes Eye Clinic) and there has been an increase in one-off hirers of the facility now it is a well known venue in the Massey community. At the request of house users, a monthly market day was established this past year which has been so successful that requests are now coming to have the market day each weekend. Massey Community House has exceeded all contracted performance targets.

Ranui Community Centre / House - Summary

The House Coordinator of many years resigned from the Ranui Community House in August 2005 when a relief Coordinator was appointed and then made permanent in December 2005. In February 2006 the house lost a portion of its large multi-purpose room that was shared with Council's Library Services when the five year agreement with Libraries for this arrangement ran out and space was required for the adjacent Library expansion. This resulted in the loss of substantial revenue for the house as some regular users of the large room (at least three groups) were required to move elsewhere to a larger facility. The lack of large space at the house has also affected Ranui Community Centre's Out of School Care Programme as this service has a limited enrolment due to the space available within the house for providing for the children. Despite its limitations, the Ranui Community House has exceeded all contracted performance targets as well as having an increase of services and numbers from last year.

Te Atatu Community House - Summary

Te Atatu Community House went through a change this past year from running with two part time Coordinators, to now one part time Coordinator. Despite the frequent confusions between the Community House and the Community Centre located up the road, the house is successful and offers a diverse range of community education and learning programmes that require the comfortable 'home like' atmosphere the house provides. Te Atatu Community House is actually comprised of two houses, with the 'Brick House' developing a special niche service due to its favourable kitchen location as more cooking education classes are being provided including a Diabetes Dieticians group. Te Atatu Community House has exceeded all contracted performance requirements.

Titirangi Community House - Summary

Titirangi Community House has had substantial changes in the Management Committee and staff over this past year. A new Chairperson started in November 2005 doing a sterling job. The House Coordinator of the past three years resigned before Christmas which caused the committee to reassess roles and job descriptions leading to a restructuring of house operations during this period. After a robust recruitment process, a new House Coordinator and Administrative Support person were employed as well as a new School Holiday Programme Supervisor all in the past six months. Each of these new staff members bring a fresh approach to the house and are doing a wonderful job for the community. The house is now running efficiently and with such dedication from the Management Committee, volunteers and staff that recent comments from house users have all been positive.

Sturges West Community House - Summary

In the four months since its Grand Opening, the Sturges West Community House has flourished and far exceeded its performance measures and indeed Council's expectations in terms of service provision to the community during its early establishment. The house is buzzing with activities each day and has a large number people who walk in from the neighbourhood to find out further information. In response to a request that came from the local playgroups, the house has established a weekly café morning which has been extremely successful not only in revenue producing for the house (from the sale of coffee and cakes) but also in generating a variety of programmes at the house which are provided 'by the community, for the community'. Some of the well established regular users of the house include; home school writing group, weight watchers, yoga, scrapbook making class, French language class, Indian cooking, two playgroups and a kids hip hop dance class.

Community Houses Collective

This year saw a farewell to three long serving Community House Coordinators, and a welcome to four new Coordinators within the seven Community Houses in Waitakere City. There has been a substantial amount of re-establishment work, sharing of resources, training and support required over this past year from Council and amongst the houses themselves. Such changes have strengthened the Community House Collective group significantly to the benefit of individual House Coordinators.

Recent changes in the houses have highlighted significant discrepancies and the lack of continuity between the houses in regards to policies, procedures and data collection. With the Three Year Funding Agreements up for renewal at the end of the 2005/2006 financial year, an opportunity existed for more qualitative information gathering and improved continuity between the houses. Through a series of workshops run in collaboration with the collective group in the later part of this financial year, new reporting requirements were determined and modifications to this year's Funding Agreements were made. The new Three Year Funding Agreements (from 1 July 2006 to 30 June 2009) with associated performance measures and reporting requirements will assist each Community House to more accurately represent to Council the spectrum of services the house provides to the local community.

Over this past year there has been an increasing demand on most houses to be open for a full business day and to broaden the scope of services provided to the community. Many of the houses have put in place administrative support positions to help facilitate the smooth running of the house as the recruitment of volunteers to do such work is becoming increasingly difficult. There may be a need in the future to review Council's support of the houses to ensure that it is consistent with the community's demands on the houses.

RESOURCES

In 2005/2006 Council provided financial support totalling \$193,000 for all of the Community Houses with individual houses receiving between \$25,000 - \$30,000 per year through Council's Funding Agreement with each house.

In addition, Council funds the Waitakere Workers Education Association \$3,500 per year to administer a Community House Training Fund to provide support and training for the House Coordinators and Management Committees. A separate report on the Waitakere Workers Education Association will be presented to this Committee.

Through the Annual Plan 2005/2006 process a total of \$15,000 was provided to the Community Houses for a 'joint treasurer' project however due to a change in staff both within Council and at the Community Houses the project was delayed and half of this funding was utilised towards the redefined *Collective Accounting Assistance Project* in the 2005/2006 financial year. \$30,000 was allocated in the Long Term Council Community Plan 2006-2016 for this project for the 2006/2007 financial year.

Council staff provide information and advice to Community House Coordinators and Management Committees.

CONCLUSION

Community Houses continue to provide a valuable service to local neighbourhoods and are cost effective in their service provision.

Each of the seven Community Houses exceeded all of their targets set in their Funding Agreements for this past financial year of 2005/2006.

Four new House Coordinators started employment this year. Changes within the houses highlighted significant discrepancies and lack of continuity between the houses in regards to policies, procedures and data collection. New Three Year Funding Agreements (from 1 July 2006 to 30 June 2009) have been developed (with improved performance measures and reporting requirements) and agreed upon between Council and the Community Houses which will assist each house to more accurately represent to Council the spectrum of services the house provides to the local community.

There may be a need in the future to review Council's support of the houses to ensure that it is consistent with the community's demands on the houses as their use continues to increase.

RECOMMENDATION

That the Community Houses Annual Report 2005/2006 be received.

Report prepared by: Kimberly Rees, Leisure Services, Community Resources Project Leader.



14 WAITAKERE CITY WORKERS EDUCATIONAL ASSOCIATION ANNUAL REPORT 2005/2006

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Operational Performance Committee on the performance of the Waitakere City Workers Educational Association Incorporated against its Funding Agreement with Council for the 2005/2006 financial year.

BACKGROUND

Council funded the Waitakere City Workers Educational Association Incorporated \$23,500 plus GST in 2005/2006 (including the Community House Training Fund of \$3,500) to provide information about community education and adult literacy to the community and to provide support for Community Houses.

A primary focus of the Funding Agreement with Council is the Waitakere City Workers Educational Association Incorporated's role in assisting the Community Houses with adult and community education, budgeting, business plans, promotion, governance and management issues. This work involves identifying and planning for the training needs of Community House staff and Management Committees.

Council also supports the wider role of the Waitakere City Workers Educational Association Incorporated in the provision of community education, adult literacy, and training opportunities to the community through this Funding Agreement.

STRATEGIC CONTEXT

The Local Government Act defines that one of Council's responsibilities is to promote the social, economic and cultural well being of communities in the present and for the future.

The goal of Council's relationship with the Waitakere City Workers Educational Association Incorporated is to promote community well-being in the City by strengthening community education networks and supporting Community Houses so that they can operate more effectively.

In February 1998, Council adopted the recommendations of the Community Houses Review and resolved to continue to support Community Houses given the community benefits that they provide. Community Houses are central to local neighbourhoods and play a vital role in promoting a sense of well-being and belonging and contribute to Council's Wellbeing and Urban Village strategic objectives.

ISSUES

The Waitakere City Workers Educational Association Incorporated has met all of its contracted performance targets for this 2005/2006 financial year as outlined in Council's Funding Agreement.

A summary of the Waitakere City Workers Educational Association Incorporated's performance on their Funding Agreement is outlined below:

Assistance to the Community Houses

- Training needs of Community House Coordinators and Management Committee members were identified at the beginning of the financial year and a Training Plan was developed;
- The Training Plan was modified throughout the year to address the needs of the Community Houses resulting from the many changes occurring at the houses during this financial year;
- Training courses were facilitated and coordinated on a number of relevant topics that many House Coordinators and/or Management Committee members attended such as Strategic Planning, Budgeting, Funding and Fundraising, and First Aid;
- Specialty workshops were conducted for the houses on job description development and for the Collective Accounting Assistance Project;
- Assistance was provided to individuals houses (in particular for the Titirangi and Sturges West Community Houses) regarding funding options, employment issues and other not for profit organisational governance issues that arose this financial year;
- The Community House Training Fund of \$3,500 per annum was administered in consultation with the Community House Collective group;
- An information and referral service for Community Houses was maintained and made use of by the Houses, especially in regards to adult and community education and community sector training opportunities.

Community Education, Adult Literacy, Training Information and Services

- Awareness of community education and adult literacy in the wider community was raised through programmes, flyers, articles in newspapers, newsletters and active networking. The Waitakere City Workers Educational Association Incorporated Coordinator is Co-Chair of the Tertiary Education Commission Adult and Community Education Reference Group established to advise the Tertiary Education Commission on implementation of policy changes within the Adult and Community Education sector. The Waitakere Branch of the Adult and Community Education Aotearoa Network to which the Waitakere City Workers Educational Association Incorporated and Community Houses belong is one of the most active in the country. The Waitakere City Workers Educational Association Incorporated also played a very active role in both the local and national coordination of Adult Learners Week;
- At least six workshops or seminars were provided each semester for workers in community organisations and were well attended throughout the past financial year;
- Ongoing liaison with tertiary institutions was maintained, including a good working relationship with the UNITEC Director and key Waitakere UNITEC staff. The Waitakere City Workers Educational Association Incorporated is a member of the recently established UNITEC Community Studies Advisory Group. They also met regularly with the Director of the Graduate Not for Profit Diploma and discussed provision of non certified short courses to be held in Henderson;
- Support for migrant learning needs was provided through information on English language tuition being disseminated widely and a large number of different level English for Speakers of Other Languages courses being offered throughout the year; and
- The Waitakere City Workers Educational Association Incorporated is also a member of the Waitakere Skills and Employment Project with a leadership role in developing an “integrated approach to the provision of English to new migrants”. Work undertaken has included the development of an English for Speakers of Other Languages Professional Development network, greater collaboration between providers, and development of a “levels grid” providing a descriptor of English for Speakers of Other Languages “competency levels” which went on to attract national interest.

General Information

The long standing Waitakere City Workers Educational Association Incorporated Coordinator, Dorothy McGray retired from the organisation this year in April 2006. The new Coordinator, Ngatamariki Lulia took on the role shortly thereafter.

The Waitakere City Workers Educational Association Incorporated has taken on a number of new projects this past financial year including a Project Twin Streams Initiative and the compilation of a directory of English for Speakers of Other Languages Providers in the Waitakere area which is now available to the public.

Waitakere City Workers Educational Association Incorporated was instrumental in the development of the Adult and Community Education facility *Adult and Community Education Space* which is a community resource centre for adult education information in the Waitakere area that opened its doors at its central Henderson location to the public in September 2006.

RESOURCING

Council funded the Waitakere City Workers Educational Association Incorporated \$23,500 plus GST in 2005/2006 (including the Community House Training Fund of \$3,500) to provide information about community education and adult literacy to the community and to provide support for Community Houses.

CONCLUSION

The Waitakere City Workers Educational Association Incorporated has met all their performance targets in 2005/2006 and continue to provide an important support and training network for the Community Houses in addition to providing and promoting ongoing learning opportunities for Waitakere residents.

The Waitakere City Workers Educational Association Incorporated have been involved in positive Community House development in the last year including an increased understanding of and participation in adult and community education networks and issues, Community House strategic planning, as well as providing training and advice regarding good employment practices to Community House Coordinators, Management Committees and volunteers.

In terms of the wider community, the Waitakere City Workers Educational Association Incorporated's specialist expertise has been utilised in several significant community projects including the Waitakere Employment and Skills Project, Twin Streams Project and the establishment of Adult and Community Education Space. Waitakere City Workers Educational Association Incorporated are also members of the UNITEC Communities Studies Advisory Group and the Waitakere City Workers Educational Association Incorporated Coordinator Co-Chairs the Tertiary Education Commission (Adult and Community Education Reference Group in addition to having key networking relationships with UNITEC. At least six workshops or seminars were provided each semester for workers in community organisations and were well attended throughout the past financial year.

RECOMMENDATION

That the Waitakere City Workers Educational Association Annual Report 2005/2006 be received.

Report prepared by: Kimberly Rees, Leisure Services, Community Resources Project Leader.



15 LEISURE FACILITY PARTNERSHIP FUND STAGE ONE APPLICATIONS

PURPOSE OF THE REPORT

The purpose of this report is to seek endorsement from the Finance and Operational Performance Committee on the recommendations made by the Leisure Facility Partnership Fund review group in which applications should progress to stage two of the Leisure Facility Partnership Fund.

BACKGROUND

The Leisure Facility Partnership Fund was endorsed by the City Development Committee on 4 May 2006:

“2. *That the City Development Committee endorse the amended Leisure Facility Partnership Policy.*”

724/2006

The purpose of the Leisure Facility Partnership Fund is to enable Council to strategically direct capital development assistance to community leisure and sporting projects. Traditionally Council responded to such capital development requests on an ad hoc basis, which raised the potential risk that worthy projects may have gone unsupported for the simple reason that they were presented before Council at an inopportune time.

The Leisure Facility Partnership Fund has been set up to compare potential projects at the same time, and to work with organisations through the design and consultation process to enable the best community outcome for the project.

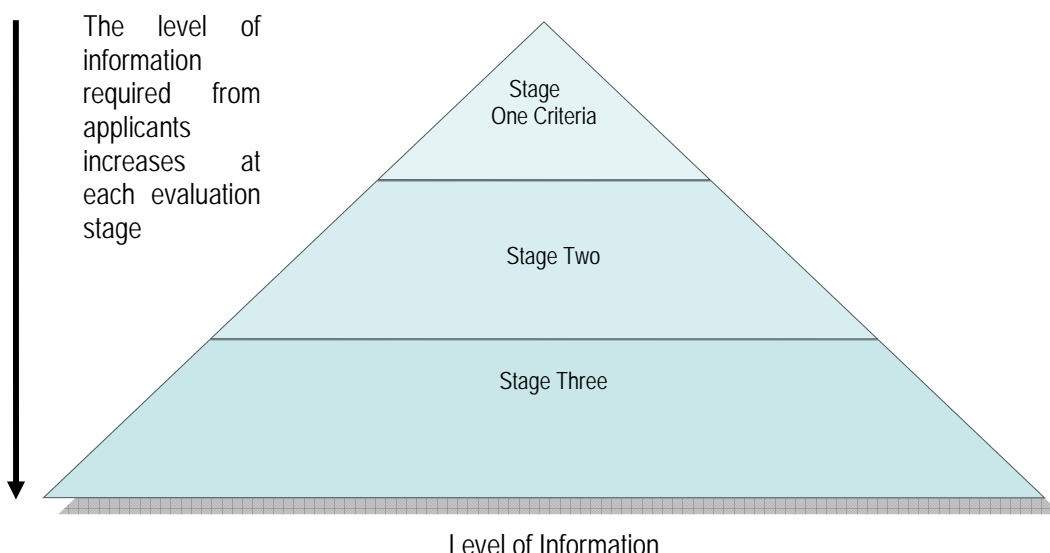
The Leisure Facility Partnership Fund is specifically targeted towards assisting community organisations involved in creating leisure and sporting opportunities. The purpose of a funding grant is for the Council to secure access to facilities for community use. Facility partnership funding is only available for capital development projects (new facilities and expanding / refurbishing existing facilities) and specifically excludes debt servicing, annual maintenance, Council owned assets and operational funding. The fit out of facilities is not generally eligible however a single chattel costing more than \$100,000 will be considered, for example floodlighting of sports pitches.

In any given year a total funding pool of \$500,000 dollars is available under the policy. The total funding pool will be shared amongst successful applicants. This funding is contested with final allocation resting solely at Council's discretion. Council may choose not to fund any of the proposed projects in a given year or alternatively may forward fund in another year.

Proposals to the Leisure Facility Partnership Fund will be analysed in three distinct stages, each with their own evaluation criteria. The policy has been set out this way so as to minimise the level of work community organisations are required to undertake when making an initial proposal (see Figure 1).

At the conclusion of the first stage proposals will be evaluated against the stage one criteria and prioritised. After evaluation by a review group made up of Council officers, certain proposals will be excluded from proceeding to the next stage. Unsuccessful organisations will be informed their proposal will not proceed to the future evaluation stages and be provided with reasons for this decision. Unsuccessful applicants can resubmit their proposals again for stage one evaluation in subsequent years. However, even with alterations Council can not guarantee a more successful outcome for the proponent.

Figure 1: Levels of information required at each evaluation stage.



Organisations with proposals that were accepted through to the second stage of evaluation will be contacted and asked to submit additional information. Council officers will work with organisations to assist with preparation for stage two.

STRATEGIC CONTEXT

Through the adoption of Strong Communities, Council outlines its commitment to undertaking initiatives that will contribute to making Waitakere City a safe, healthy place to live and to improving local leisure and recreation opportunities and choices. Through adoption of First Call for Children, Council has also stated its commitment to proactively supporting children, young people and their families in Waitakere. Direct financial assistance to organisations and facilities providing active/passive leisure which allow people to be more active and involved with in the community, assists Council's commitment to these policies.

ISSUES

Stage one applications for the Leisure Facility Partnership Fund closed on 28 July 2006. Ten applications were received from a wide range of organisations. A review group was set up to assess the applications against the criteria as outlined in the policy document. This group consisted of Council officers from Leisure Services, Parks Planning and Parks Assets.

Criteria for Stage One

- Projects must demonstrate community active or passive leisure or sports benefits;
- Must create new leisure or sport opportunities;
- Organisations must be not-for-profit and legally constituted;
- Facilities must be located within Waitakere and demonstrate a clear benefit and usage by the ratepayers of Waitakere;
- The proposal must align with Council's strategic objectives;
- The proposed facility must be in a location that will allow quality community access;
- The project must be financially viable.

Based on these criteria the review group decided that five of the applications did not meet the criteria and therefore should not progress to stage two of the Leisure Facility Partnership Fund.

Those applicants were:

- West Auckland Assn Football, Tennis and Sports Club,
- Muddy Creek Riders,
- Henderson Bowls;
- Kelston Boys High School;
- The Filipino Society.

There were five applications that the review group felt met the criteria and should progress to stage two where they will submit more in-depth information for the proposed facility. Those applicants were:

1. Bruce McLaren Intermediate School

The school is proposing to build a new gymnasium which will be available for community use outside schools hours. This area has been identified as in need of community facilities. The proposed location on the road frontage with Bruce McLaren Road has excellent potential for community access to this facility.

2. Green Bay High School

The school is proposing to refurbish and expand the current school auditorium. The school is looking to put in a staged area which the current facility does not have, as well as increase the seating capacity from 200 to 400 seats. They are also proposing to make this a multi use facility with retractable seating to allow for other school and community based activities. The auditorium is located on the road frontage with excellent parking and has potential to be easily accessible to the wider community outside school hours.

3. Henderson Intermediate School

The school is proposing to build a new gymnasium/community hall which will be available for community use outside of school hours. The facility would include meeting rooms, changing rooms as well as indoor court facilities. The review group had some concerns about the location as it is at the rear of the school with the only access being from a narrow right of way off Fairdene Ave. The group felt this would restrict the community access to this facility and felt that the school would need to prove otherwise before submitting an application for stage two of the Leisure Facility Partnership Fund.

4. Oratia United Association Football Club

The Oratia Football club is proposing to upgrade the existing clubhouse and associated facilities. The club is looking to setup a sports club which could potentially cater for a number of other sporting codes and community groups which use Parrs Park at various times throughout the year. As Parrs Parks is designated a City wide park there are a number of different users of the park and the location of the Football club is very central and has the potential to cater for these different groups.

5. Lynn Avon United Association Football Club and Suburbs New Lynn Cricket Club

The Lynn Avon Football Club and Suburbs Cricket Club are proposing to build a new multi use facility on Ken Maunder Park and to relocate both of their clubrooms into the new facility. A feasibility study was completed in October 2005 which concluded that the two clubs could combine their resources and establish a new multi use complex. The review group has some concerns regarding the cost of the proposed project and the financial viability of this project, and these issues need to be explored before they submit an application to stage two of the Leisure Facility Partnership Fund.

The review group felt that these applicants meet the criteria for stage one of the Leisure Facility Partnership Fund, and should therefore have the opportunity to move through to stage two of the Leisure Facility Partnership Fund.

It is recommended however that Council is very clear with the organisations about what is required in stage two. Some of these groups have met the stage one criteria but there are number of major concerns with some of them and should be told up front how these concerns may impact on the final allocation of the funds. It is important that Council is not seen to be leading organisations on when it is clear that the project would never have fitted with Council strategic objectives. It is the responsibility of Council officers to make sure that this information is provide to the groups before they invest large amounts of money and time into gathering the information required for stage two. Some groups may choose to not proceed to stage two because of this.

The criteria used to assess stage two will be:

- What extent will the facility support increased community participation in particular leisure or sporting activities?
- Has the proposed facility got community support and involvement?
- What is the likely community use of the proposed facility and how does that compare to the size of the capital grant being sought?
- Is there a need for the facility of this nature in that particular area?
- The potential of the project to resolve existing community facility or capacity building problems.
- Is the project financially viable, which organisations have signalled they will fund this project and how much are they going to contribute?
- The degree to which partner organisations have shown the ability and willingness to develop and share in a joint vision in a facility (e.g. has the potential partner shown a willingness to enter into a partnership with Council).
- The extent to which the organisation has demonstrated the ability to develop and then operate the proposed facility.

Successful applicants in stage one will have to gather this level of information before submitting their proposals for stage two.

RESOURCES

Council has set aside \$500,000 in the Annual Plan 2006/2007 for the Leisure Facility Partnership Fund. Other resources include staff time to review and assess the applications and assist and direct the organisations with the gathering of information.

CONCLUSION

The Leisure Facility Partnership Fund was established to assist community organisations in creating leisure and sporting opportunities, and to secure access to facilities for community use. The Leisure Facility Partnership Fund is available for capital development projects including new facilities and expanding/refurbishing of existing facilities.

Stage one applications closed on the July 28 2006 and ten applications were received. A review group made up of Council officers from Leisure Services, Parks Planning and Parks Assets reviewed the applicants against the stage one criteria as outlined in the Leisure Facility Partnership Policy document. Five applications were ineligible as they did not meet the criteria.

The other five applicants have been recommended by the review group to progress to stage two of the Leisure Facility Partnership Fund where they will be required to provide more in-depth information on their proposals including conducting community consultation and some level of feasibility study.

RECOMMENDATIONS

1. That the Leisure Facility Partnership Fund Stage One Applications report be received.
2. That the Finance and Operational Performance Committee endorse the recommendations made by the Leisure Facility Partnership Fund review group on which applicants should be accepted for stage two of this fund.

Report prepared by: Rob McGee, Leisure Services Projects and Contracts Officer.



16 **MASSEY LEISURE CENTRE END OF YEAR PERFORMANCE REPORT 2005/2006**

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Operational Performance Committee on the performance of the Massey Leisure Centre over the 2005/2006 financial year.

BACKGROUND

The Massey Leisure Centre (the Centre) is a purpose built facility which has a fitness centre, two-court stadium, a crèche facility and a sub-dividable community meeting/activity room. The Centre is externally managed by YMCA for the operation of the facility as part of a management contract. The agreement has been in place since the facility was opened in 1999. Council entered into a nine year management agreement with a review to be conducted every three years. The first review period has just taken place and Council is entering into the second term of this agreement with the YMCA starting July 2006 until June 2009.

Officers negotiate the visitor targets annually with the YMCA. The operating subsidy is reduced over the nine year term. Council currently provides \$100,000 towards the operational costs. In addition, the YMCA agreed to deliver an increased level of youth programmes and services. A sum of 40,000 was allocated from the subsidy for the delivery of such programmes.

The Massey Leisure Centre provides a range of recreation, leisure and sport programmes, as well as providing hall/stadium hire and meeting space for community and user groups.

STRATEGIC CONTEXT

Council leisure facilities and activities contribute significantly to the wellbeing 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 for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

To improve the well being 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 Strategic Plan 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.

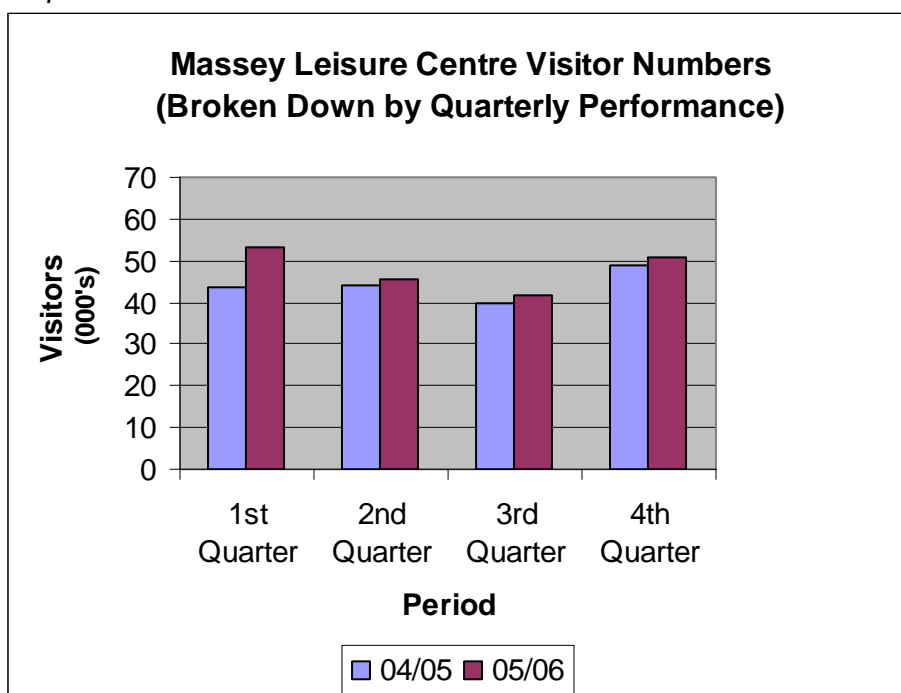
ISSUES

The YMCA performed very well throughout the 2005/2006 year. They made considerable improvements in key areas throughout this period which enabled them to meet all their Key Performance Targets as listed in the Management Agreement. The YMCA benefited from retaining key staff members throughout the year including the Centre Manager.

Visitor Statistics

The Centre had 191,237 visitors during 2005/2006, which enabled them to meet their target of 191,000. This was an eight percent (14,835 visitors) improvement from 2004/2005 total which was a solid result for the centre under new management. The Centre was able to increase visitor numbers throughout each quarter of the year as shown in graph 1 below.

Graph 1



There were some concerns around the quarterly targets and how they were set, and this led to some confusion throughout the year as to how the Centre was performing. The quarterly targets were simply the annual target divided by the four quarters. This however did not allow for the seasonal trends due to such things as statutory holidays, school holidays and weather which led to some questions over the Centre's performance over the second and third quarters as visitor numbers were down considerably from the targets set. The first and last quarters were however significantly higher than target and therefore over the twelve months the Centre came out ahead of target. This can be put down to the inexperience of the new management team, and those factors have now been taken into account and the visitor numbers for 2006/2007 reflect the quarterly trends.

Programme Statistics

Children Programmes

The numbers attending children programmes overall were very similar to the 2004/2005 results, however there were large differences in the makeup of those numbers. Although there was significant growth in the Miniball and Homeschool attendances, there was a decrease in the holiday programmes numbers. This is a concern for the YMCA and there are a number of factors that have attributed to this decrease in particular a number of new holiday programmes have started up in the Massey area which are in direct competition to the YMCA's programme. This is one of the major areas that the YMCA are looking to improve on over the 2006/2007 year and are looking to improve their marketing and promotion of their programmes to attempt to attract those users back.

Adult Leagues

The Adult Leagues continue to bring in a large number of regular users to the stadium. Visitors numbers did increase from 2004/2005 however the YMCA did see this as an area of growth for the Stadium and were a little disappointed in the turnout overall. Initially it was thought that the opening of The Trusts Stadium had resulted in a number of teams changing leagues to play there. However after talking to The Trusts Stadium it appears that their numbers have not increased substantially either. It now appears that less people are participating in traditional competitions such as Basketball, Netball and Soccer and this may mean the YMCA needs to look at other possible leagues to attract new players to the stadium.

Hirers

Hireage of the stadium has increase slightly on the previous year, however the biggest change has been from causal users to regular users. The YMCA has significantly increased the regular users of the stadium which means there is more stability with booking and this has meant a significant decrease in causal users. This has worked through improvement to the booking systems and better utilisation of the stadium space. There are now very few times throughout the week when the stadium is not being used which is a pleasing result.

Fitness Centre

The numbers attending the Fitness Centre increased significantly from the previous year, however this is placing the fitness centre under pressure as the facility is close to capacity. There have been some complaints about the crowdedness of the facility at peak times and this is a concern for the YMCA particularly as this room was never designed to be a fitness centre. The YMCA is looking at ways to address this and is currently investigating the possibility of expanding the fitness centre by creating a new room in the current reception area. This would increase the floor space available and reduce the crowdedness during peak times. The YMCA are investigation the impacts of the reception and entrance being moved and are currently working on the proposal and consultation with stakeholders and customers. The YMCA is also exploring ways to increase the frequency of visits from current members rather than significantly increasing new membership, as this would allow them to increase visits to the Centre but not impact significantly on space.

Childcare

The Early childhood centre continues to be great success, with a twenty percent growth in visitor number throughout the year. The YMCA has just extended its opening hours to 3.30pm on request from a number of current users. Continued growth is expected over the coming year.

Don Buck Room

At the end of 2004/2005 the YMCA and Council identified a need to increase the occupancy rate of the Don Buck room and to better utilise that space. This has been a real priority of the YMCA over this year and they have achieved excellent results. Numbers have grown steadily over the year and now the Don Buck Room is booked out every weekend by community groups. Visitor numbers have almost doubled from this time last year, which is an excellent result for the YMCA. Again there has been a significant change from causal users to regular users which has meant more stability for the YMCA.

Youth

Massey

The YMCA continues to run the “Raise up n Represent” programme out of the Centre which remains a hit with the youth. This programme attracts large numbers of youth to the regular Friday night programmes and has attracted up to 500 to their regular events. Unfortunately due to ongoing sound issues with the stadium and the neighbouring properties Council has requested the YMCA to suspend any music events held in the stadium during the evenings until a satisfactory solutions is found. This has significantly impacted on the numbers of youth attending the events and will continue to be a concern for the YMCA and Council, however there doesn't appear to be a quick solution to this problem and may require a complete rethink of how the stadium is used.

New Lynn

The YMCA is also running the “Raise up n Represent” programme at the New Lynn Community Centre. The YMCA were able to secure funding from the Portage Licensing Trust for a coordinator to organise and run the programme in New Lynn, and since that time the programme has grown steadily. However the funding for this position is not guaranteed after December 2006 which would mean the future of the programme in New Lynn is uncertain.

Financial

Financially the Centre performed very well throughout the year. The YMCA were able to meet budget and accrue a surplus. This is significant, and is a strong indicator that the YMCA is operating a successful business. Improved management of the Centre and new initiatives employed have been key contributors to this success.

2005/2006 was the final year of the first term of the Management Agreement, and the YMCA has managed to turn around a large deficit in the first year of this agreement to post a surplus this year. This is important as the second term of the agreement sees the Council subsidy set to reduce from \$100,000 in 2006/2007 to \$90,000 in 2007/2008 and then to \$80,000 in 2008/2009.

RESOURCES

Through the Annual Plan an operating subsidy of \$100,000 was provided for Massey Leisure Centre in 2005/2006, of which \$40,000 is dedicated for youth programmes run at Massey Leisure Centre and New Lynn Community Centre.

CONCLUSION

The YMCA performed well over the 2005/2006 year. Total visitor numbers increased by eight percent from the previous year. This can be put down to significant improvements in the stadium hire, continued growth in the early childhood centre and the increase in visitors to the fitness centre.

The new management team instigated a number of new initiatives including better utilisation of the stadium and Don Buck room which meant they were able to attract a larger percentage of regular users as opposed to casual users. This has impacted on total visitors numbers but also financially where the Centre has been able to post a surplus.

There still remain a couple of areas of concern which the YMCA will need to address over the next year. Falling numbers on their holiday programmes is a concern which is due to a number of new providers setting up programme in direct competition to the centres. Also the Fitness Centre is close to capacity and they YMCA is looking at other ways to increase visitor numbers without significantly increasing new memberships numbers. Sound problems in the stadium during youth events continues to be a major problem and the YMCA has had to suspend all music events until this issue is resolved. This will have a significant impact on youth attendances.

Overall the YMCA had performed very well over the 2005/2006 year, this can be largely put down to an improvement in management. The Centre manager has the Centre working extremely well and has been able to retain good quality staff to implement new initiatives in the Centre.

The relationship between the YMCA and Council continues to be very strong and looks to continue as the two organisations move into the second term of the management agreement.

RECOMMENDATION

That the Massey Leisure Centre End of Year Performance Report 2005/2006 be received.

Report prepared by: Rob McGee, Leisure Services Projects and Contracts Officer.



17 SPORT WAITAKERE 2005/2006 END OF YEAR PERFORMANCE

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Operational Committee on the performance of Sport Waitakere over the 2005/2006 financial year.

BACKGROUND

Council has been supporting Sport Waitakere by means of an Annual Funding and Service Agreement to provide community programmes for approximately fourteen years. Each year Council and Sport Waitakere agree on specific objectives to be achieved. Over that time agreements have predominantly remained the same and covered four broad areas:

- Active Health;
- Active Communities;
- Active Youth; and
- Sport Development.

In 2005 Sport Waitakere developed a strategic plan that focuses on the facilitation of programmes rather than direct delivery. The strategic plan re-evaluated the future direction and core business of Sport Waitakere.

The 2005/2006 Funding and Service Agreement attempted to reflect that new direction and was linked to specific key projects that align with Council's strategic objectives.

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 Revenue and Financing Policy guide the provision of 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 is to be provided.

To improve the well being 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 Strategic Plan 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

Sport Waitakere has undergone a number of changes, both in their strategic direction and internally over the past year. Sport Waitakere adopted a new strategic direction in early 2005 which was endorsed by Council in May 2005. To enable Sport Waitakere to implement this new direction they have undertaken a number of internal changes including employing new staff and some realigning of positions.

There were a number of delays in finalising the 2005/2006 agreement as both organisations worked on an agreement that reflected the new direction. The agreement was not signed off until February 2006 which meant that many of the programmes listed in the agreement had already started. Council issued a cash advancement of \$30,000 on the 22 December 2005 while the negotiations continued with the 2005/2006 agreement, as Sport Waitakere had been carrying out programmes specified in the draft agreement in good faith and consequently were running on a cash deficit.

Below is a brief description of the programmes/events run during the year that were listed and monitored in the agreement between the two organisations.

Hikoi for Health

A Hikoi was run on 11 June 2006 and held at The Trusts Stadium. There were two tracks, one a flat two kilometre track around the Douglas Field athletic track with interactive activities for under fives and a four kilometre track around the surrounding grounds to accommodate those with an increased level of fitness. The event was an excellent success with over 300 people attending and 100% of those surveyed saying they would come along to the event again and could not wait until the next one.

Event Sponsorship

Council sponsored Sport Waitakere in three events/activities:

- The Chief Executives fortnightly column in the Western Leader;
- The Volunteer Coaches Breakfast;
- The Sports Excellence Awards.

All three activities proved to be a successful means for Sport Waitakere to promote their business and to highlight the support and partnership between Sport Waitakere and Council.

Youth Programmes/Events

Sport Waitakere ran a number of youth programmes, under the Sport Explore brand, at The Trusts Stadium and Te Atatu Peninsula Community Centre during weeknights. The programme included Hip Hop classes, Kick Boxing and indoor court activities such as Basketball. The programmes were run on two nights per week at each location. The programmes varied in popularity with some classes having a waiting list while others struggled to attract sufficient numbers.

Although the youth programme was well run and met all but one of the Key Performance Indicator's set in the agreement, both Council and Sport Waitakere recognised that this programme did not fit with the new direction of Sport Waitakere. Due to the mixed results and this changing direction of core business and personnel, Sport Waitakere has decided not to continue to deliver this programme in the 2006/2007 year. Sport Waitakere has facilitated opportunities for experts in delivery to continue this service for the youth of the City.

Sport Waitakere also ran an Academy and Leadership programme for years five to eight in local schools. Both are currently still running and will not be completed until the end of the school year. These have been well attended so far and look like they will exceed the Key Performance Indicator's set out in the agreement.

Council funded an additional youth programme called the Youth Leadership Series for secondary school students. This involved organising eight different courses including:

- Level one coaching course,
- ACC Sportsmart injury prevention course
- Sport and Recreation New Zealand Ambassador programme involving high level sportsmen/women such as Cory Hutchings.

These courses were very successful attracting a large number of students and easily meeting the Key Performance Indicator's.

Push Play

Sport Waitakere ran a number of Push Play initiatives leading up to Push Play day on 4 November 2005. These included the:

- Feet Beat challenge,
- Get Snapped Promotion,
- Collaborative Softball Event,
- Community activities.

The programmes were largely successful and in particular the Feet Beat challenge and Get Snapped Promotion which were able to promote the Push Play message to a large number of people. Sport Waitakere was involved in a very successful "Have A Go" day with four major Softball clubs and the National Body at Starling Park on Push Play Day. This attracted a large number of children and families and helped to promote the game of softball in the City.

Rest Home Games

Sport Waitakere ran the Rest Home games again this year and it continued to be a success with twelve Rest Homes participating. A new initiative was to provide training workshops for the coordinators, which was a real success with eighteen coordinators attending. These workshops aimed to provide the necessary skills for the homes to run and organise their own games without the reliance on the Sport Waitakere.

Sport Development

Money was set aside in the 2005/2006 agreement for Sport Waitakere to pilot a programme designed to assist sports clubs with governance and management issues. Sport Waitakere will conduct an audit of ten clubs and then work with them to reach the basic requirements to enable the club to become successful and grow. The Pilot was delayed and only started in June, so the results of this are still pending. If this Pilot programme is successful it will be looked to be rolled out nationwide.

Sport Waitakere also provide a large number of other programmes and events that were not directly funded by Council's Funding and Service Agreement. Council only contributes approximately ten percent of Sport Waitakere's overall funding. Council has signed the new 2006/2007 Funding and Service Agreement which sees a build investment in Sport Waitakere rather than in certain programmes and events which was the case this year. This is an indication of the strengthening relationship and new direction that the two organisations are heading towards.

Council has been happy with the changes made during this term and sees these as important steps in Sport Waitakere's continued growth and stability.

RESOURCES

Through the Annual Plan 2005/2006 Council allocated \$90,000 for the Funding and Service Agreement between Council and Sport Waitakere.

CONCLUSION

Sport Waitakere has undergone a number of changes throughout the 2005/2006 year with a change in their strategic direction and also a number of changes in personnel.

The signing of the 2005/2006 Funding and Service agreement was delayed until February 2006 as the two organisations attempted to establish an agreement that reflected the new direction. Sport Waitakere continued to provide the programmes listed in the draft agreement in good faith, and Council agreed to give them a cash advancement in December 2005 to cover the costs.

Sport Waitakere met all but one of the Key Performance Indicator's set in the agreement despite the changes they were undergoing. Events such as the Hikoi for Health were a big success and attracted a large number of people who previously hadn't participated in a physical activity before and encouraged them to view physical activity as an essential part in their lives.

Council has been working closely with Sport Waitakere and Sport and Recreation New Zealand to ensure that the new 2006/2007 agreement is indicative of the new direction of Sport Waitakere and new relationship the three organisations have been able to build over the past twelve months. Council is confident that Sport Waitakere is heading in the right direction and is expecting some excellent results over the 2006/2007 term.

The relationship between Sport Waitakere and Council has strengthened considerably over the past twelve months and this has allowed the two organisations to work more closely in partnership. This is very encouraging for the future and will mean better results for the city.

RECOMMENDATION

That the Sport Waitakere 2005/2006 End of Year Performance report be received.

Report prepared by: Rob McGee, Leisure Services – Projects and Contracts Officer.



18 REGIONAL FUNDING INITIATIVE

PURPOSE OF THE REPORT

The purpose of this report is to advise the Finance and Operational Performance Committee on the Regional Funding Initiative for the funding of various regional organisations and to seek a recommendation on future direction.

BACKGROUND

A regional funding initiative has been instigated and promoted by various regional organisations under the auspices of the Auckland City Council. An officer working group from the Auckland Local Authorities has been formed and is meeting on a weekly basis. Representatives from Auckland City Council, Auckland Regional Council, Franklin District Council, Manukau City Council, Papakura District Council and Waitakere City Council have been involved. North Shore City Council and Rodney District Council have not sent representatives.

The initiative has the support of the Mayoral Forum who passed the following resolution at its meeting on 19 May 2006:

- A. *That the Mayoral Forum support a regional approach to funding the emergency service provider Westpac Rescue Helicopter, Surf Lifesaving and Watersafe either through the ARC or through legislation.*
- B. *That the Mayoral Forum support regional funding for the Auckland Philharmonia through legislation.*
- C. *That the officers meet with all the councils of the region to introduce the regional funding initiative and measure support for a local bill, noting that this requires support from all councils and that further work be undertaken to determine whether other regional organisations should be included.*

This issue was also raised during submissions on Waitakere's draft Long Term Council Community Plan 2006-2016.

The proposed funding is for base operational costs and excludes any capital expenditure. The exact definition of base operational costs is still being determined. It is also proposed that there be a cap on total funding in a similar way to the existing cap on funding for the Museum of Transport and Technology.

The following organisations have so far been identified as possible contenders for regional funding:

Emergency Services

- 1) Auckland Rescue Helicopter Trust
- 2) Surf Lifesaving Northern Region
- 3) Watersafe Auckland

Cultural and Entertainment Services

- 1) The Auckland Zoo
- 2) The Edge/Aotea Centre

- 3) New Zealand Maritime Museum
- 4) Stardome Planetarium and Observatory
- 5) Auckland Festival
- 6) Auckland Theatre Company
- 7) Auckland Philharmonia Orchestra
- 8) National Business Review Opera New Zealand

Other amenities and organisations may be added to these prior to the enactment of the Auckland Regional Services, Facilities, Collections and Performances Bill (the Bill). The draft Bill will also include a process whereby additional agencies may be included following the Bill's enactment. Organisations such as Surf Lifesaving that service areas outside of the Auckland Region will only receive funding for their services in the Auckland Region.

Waitakere's voluntary funding of regional organisations for 2006/2007 is as follows:

Auckland Philharmonia Orchestra	10,000
Surf Lifesaving Northern Region	45,000
Watersafe Auckland	20,000
The Auckland Zoo	26,000

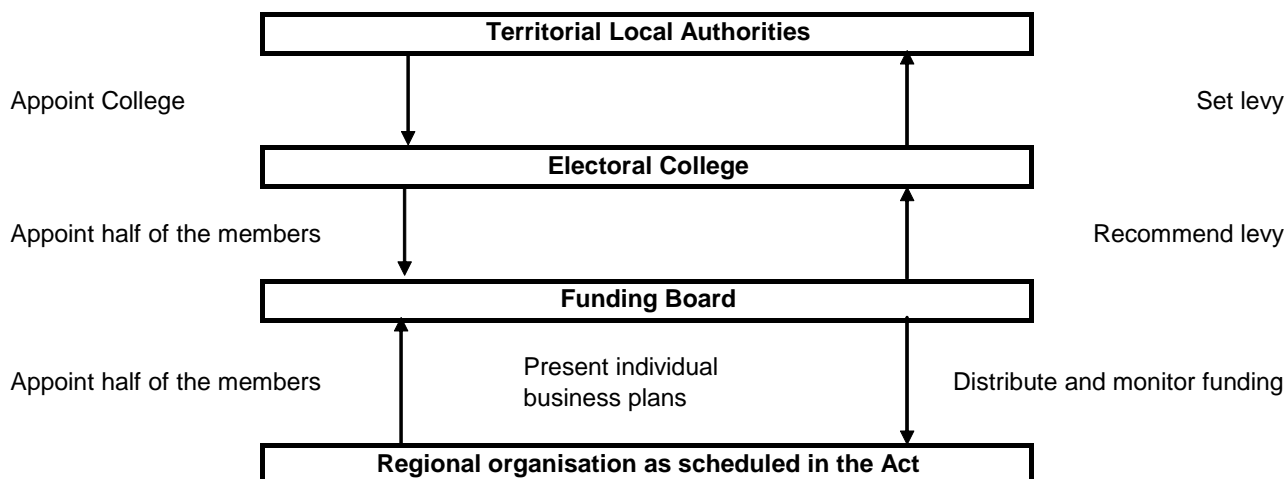
Total	\$101,000
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A56

In addition to this, there is budget provision for \$80,000 for the Aotea Centre which is a statutory levy. Auckland City Council's contribution is attached at page A56.

The proposed governance structure is through the existing Electoral College established for the Auckland War Memorial Museum and the Museum of Transport and Technology. A board will be established provisionally called the Auckland Regional Amenities Funding and Monitoring Board. This Board will consist of 10 members, 5 of whom are to be appointed by the contributing authorities under Section 13 of the Auckland War Memorial Museum Act 1996 and 5 to be appointed by the organisations to be funded.

This Board will recommend the levy to the Electoral College who will set it. The draft structure is as follows:



A57-A68

There is project plan designed to implement the draft Bill on 1 July 2008, should it succeed in Parliament. A briefing paper on the draft Bill is attached at pages A57 to A68. The drafting and legal work is being done by Simpson Grierson, funded by the Auckland City Council.

STRATEGIC CONTEXT

Section 10 of the Local Government Act 2002 details the purpose of local government and states:

“The purpose of local government is –

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) to promote the social, economic, environmental, and cultural well-being of communities, in the present and for the future.”

The regional funding initiative will considerably enhance this Council's and the Auckland Region's ability to promote the social, economic, environmental, and cultural well-being of communities, both for the present and into the future.

As part of the process for developing the Long Term Council Community Plan 2006–2016, the Council has determined its community outcomes. It has also determined its strategic direction and these are detailed in its strategic priorities and strategic platforms which contribute to these community outcomes.

The proposed regional funding initiatives will contribute principally to the following community outcomes, strategic priorities and strategic platforms:

Community Outcomes

- Strong Communities – He iwi kaha;
- Strong Economy – He tupuranga kaha ihi wana;
- Toiora – healthy lifestyles;
- Urban and Rural Villages – Nga kainga taone, tuawhenua;
- Vibrant Arts and Culture – Toi me nga Tikanga Taketake;
- Sustainable Environment – Kauneke Tauwhiro Taiao.

Strategic Priorities

- Sustainable Development;
- Safe City;
- First Call for Children;
- Lifelong Learning;

Strategic Platforms

- Urban and Rural Villages – Nga kainga taone, tuawhenua;
- Strong Innovative Economy – He tupuranga kaha ihi wana;
- Strong Communities – He iwi kaha;

ISSUES

There are issues that need to be considered arising from this proposal. These are:

- Costs to the ratepayer;
- Collection mechanism;
- Selection of organisations;

Costs to the Ratepayer

The full cost of funding is still to be determined but early indications are that this Council's share be an initial overall increase of up to 2.5 percent on the total rate requirement once all funding is in place which would mean an increase of approximately \$42 per year for the average ratepayer. This would be in addition to the already smoothed percentage rate increases scheduled in the Long Term Council Community Plan which are:

Details	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Council Controlled Costs	6.85	6.88	6.76	7.04	6.69	6.76	6.70	6.73	6.90	6.70
Existing External Levies	1.37	0.99	0.63	0.54	1.42	1.40	1.38	1.36	1.34	1.35
Total	8.22	7.87	7.39	7.58	8.11	8.16	8.08	8.09	8.24	8.05

A69-A109

In the current climate, an additional imposition on rates may be difficult to sustain, though market research suggests that there is a wide degree of support for this over the region. A copy of the market research carried out by Auckland City Council is attached at pages A69 to A109. The latest survey was carried out in 2005, before the current round of rate increases were known.

It has also been suggested that the introduction of regional funding could be phased in over a number of years to lessen the impact.

The Council usually receives a number of submissions expressing opposition to payment of current Auckland War Memorial and Museum of Transport and Technology levies, usually on the grounds that the submitter does not use them and does not see why they should have to pay for them.

A110-A111

The New Zealand Herald has recently published articles on this proposal, giving it its full support. Copies are attached at pages A110 to A111.

Collection Mechanism

The draft Bill proposes that a similar mechanism be established to that in place for the Auckland War Memorial Museum and the Museum of Transport and Technology. This mechanism has caused problems for this Council (and other Auckland territorial local authorities) as the amount is subject to large fluctuations following every three-yearly revaluation as the levy is apportioned on a combination of population and capital value.

The Auckland Regional Council apportions its rates using differentials based on equalised values, where they apportion their total rates to each local authority area and then use that local authority's capital value for the individual property rate. This method would avoid the present fluctuations, but a better option would be for the Auckland Regional Council to collect the proposed levy as it is a regional levy, although it is understood that they are not in favour of this. It is strongly suggested that should the Committee decide to support this initiative, it makes this support conditional on the levy being collected by the Auckland Regional Council.

Selection of Organisations

The selection of organisations that would qualify for this is still to be determined and there is ongoing debate as to the definition of a regional amenity or service. In addition, there are some governance roles still to be decided. Within Waitakere, the obvious regional facility (fully funded by the Council) is the Westwave Aquatic Centre. This is the only pool in the Auckland Region that can host national and international swimming events. The cost of Westwave's regional contribution has not been calculated. The inclusion of the regional content of the Westwave Aquatic Centre will be pursued through the officer working group.

RESOURCES

The only resources required at present are staff time. No funding has been provided for this levy in the Long Term Council Community Plan 2006–2016 apart from the following:

Details	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Auckland Philharmonia	10,000	21,000	32,000	33,000	45,000	46,000	58,000	59,000	61,000	62,000
Surf-lifesaving	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Watersafe	20,000	21,000	21,000	22,000	22,000	23,000	23,000	24,000	24,000	25,000
Auckland Zoo	26,000	27,000	28,000	28,000	29,000	30,000	30,000	31,000	31,000	32,000
Total	101,000	114,000	126,000	128,000	141,000	144,000	156,000	159,000	161,000	164,000

CONCLUSION

Funding has caused ongoing problems for most of these organisations which has limited their capacity to deliver amenities and services that would be normally be expected in a world class urban area. Historically, these organisations have largely relied on grants from the Auckland City Council with much lesser contributions from other local authorities, though the Auckland Regional Council has increased its funding in the Long Term Council Community Plan 2006/2007.

The proposed legislation will ensure that these organisations will have a greater degree of certainty for funding to enable them to be more sustainable into the future, enabling them to deliver a far better service for all of the region.

RECOMMENDATIONS

1. That the Regional Funding Initiative report be received.
2. That officer participation in the Regional Funding Initiative Working Group continue.
3. That the Finance and Operational Performance Committee determine whether it supports the principle of the proposed Regional Funding Initiative.

Report prepared by: Bob Preston, Group Manager: Financial Management.



19 RATING SYSTEM REVIEW

PURPOSE OF THE REPORT

The purpose of this report is to present members of the Committee with a draft consultation strategy for the rating system review and to provide an update on the Government's recently announced inquiry into local government funding. The committee received a report on the work programme associated with the review of rating systems, including consultation, at its last meeting on 7 August 2006.

BACKGROUND

The Government has recently announced an independent inquiry into issues around local government rates funding. The inquiry should provide an opportunity to look at the funding issues affecting local government. It is hoped that this would include the impact of cost shifting, funding infrastructure development and the funding tools available for local government.

The terms of reference have not yet been released and it is hopeful that Local Government New Zealand will be involved.

A key issue for consultation on the Long Term Council Community Plan 2006-2016 was a proposed change to the rating system. In particular, the Council felt that a change to the Capital Value system better reflected a person's ability to pay and was, generally, more equitable for many ratepayers.

Over half of the local authorities in New Zealand use the Capital Value system. Auckland and Manukau Councils have recently changed to the Annual Rental Value system.

Consultation on the draft Long Term Council Community Plan 2006-2016, using the special consultative procedure prescribed by the Local Government Act, generated 530 submissions (428 against Capital Value and 102 in favour). After considering those submissions the Council decided to retain the Land Value system for the 2006/07 year and to undertake further work and consultation.

STRATEGIC CONTEXT

The Local Government Act 2002 requires Council to prepare a Long Term Council Community Plan and Annual Plan which sets out its priorities and work programmes. The main purpose of the Act is to provide for democratic and effective local government and it promotes accountability to local communities. Effective, meaningful, consultation is enshrined in the act.

In addition, Waitakere City Council, in adopting the principles of Agenda 21, acknowledges that consultation with affected parties – and communities at large - plays a major part in ensuring better decision-making.

ISSUES

The results of the Government inquiry could have a significant impact on the Council's future direction on rating and funding.

The Council's review is structured to initially review the views and preferences of the business community on the three available rating systems. Another element of the review is desktop modelling of potential impacts of an annual value rating system. This rating system has not been examined in the past.

The Committee may wish to reconsider the timing of its review now that the Government has announced its inquiry.

Meanwhile, the work referred to above is in the initial planning stages. This exercise will consist of around 50 face to face interviews with the business sector, due to commence in September or October. The funding allocated for this piece of work (around \$55,000) may be better utilised once the extent of the Government inquiry is fully known.

A112-A122

If however the Council wishes to go ahead with its original programme, a draft consultation strategy attached at pages A112 to A122 recommends consulting in two stages:

- Engagement with ratepayers (up to 40) through a series of workshops and then face to face interviews. The feedback from these participants will be considered by Council in November/December before it decides on its preferred rating system.
- Stage 2 will be carried out via consultation on the Annual Plan 2007/2008. This will be an intensive exercise from February through until May and will include the likes of public meetings, a rates "road show", advertising, website, billboards, utilisation of attendance at events (eg Titirangi Markets) etc.

The draft Consultation Strategy has been reviewed by members of the Council's Community Rating Review Group and their feedback has been incorporated.

RESOURCES

A sum of \$100,000 has been allocated in the Annual Plan 2006/2007 to review the rating system and enable wide-spread consultation on any possible change. This exercise will also involve considerable staff time.

CONCLUSION

The Council is examining its options around three possible rating systems. If any change is to be mooted the Council has signalled that it wishes to see wide-spread consultation undertaken. A draft Consultation Strategy has been prepared, with input from the Community Rates Review Group. However a recently announced Government inquiry into local government rating and funding could have a significant impact on this work and the Council's future rating direction.

With this in mind the Committee may wish to reconsider the timing of its own review.

RECOMMENDATIONS

1. That the Rating System Review report be received.
2. That the Finance and Operational Performance Committee consider the timing and scope of the current Rating Review in view of the recent Government announcement to conduct its own inquiry into local government funding.
3. That if the Finance and Operational Performance Committee wishes to continue with the Rating Review as scheduled, the draft Rating System Review Consultation Strategy forms the basis of consultation to be undertaken.

Report prepared by: Wally Thomas, Director: Public Affairs and Andrew Pollock, Director: Finance.



20 **LOCAL GOVERNMENT NEW ZEALAND ROADSHOW - REVIEW OF THE LOCAL GOVERNMENT ACT 2002 AND THE LOCAL ELECTORAL ACT 2002**

PURPOSE OF THE REPORT

The purpose of this report is to enable the Finance and Operational Performance Committee to approve a submission to the Local Government New Zealand Roadshow, which has been convened as a pro-active approach to the review of the Local Government Act 2002 and the Local Electoral Act 2001. The review will be undertaken by the Local Government Commission in 2007. All Elected Members are invited to participate and that includes Community Boards.

BACKGROUND

Following each of the triennial local authority elections the Local Government Commission is charged with reviewing the Local Government Act 2002 and the Local Electoral Act 2001 and reporting to Parliament, including any changes recommended.

This review provides an opportunity for a comprehensive look at what has worked and what could be improved. This is an opportunity that Local Government itself needs to take advantage of.

The National Council of Local Government New Zealand has determined to take a pro-active approach to this review and has established a panel that will tour the country to identify any issues with the current legislative framework that are of concern to members. Some of this may fall outside the ambit of the Local Government Commission Review.

The outcomes of the Roadshow that are directly relevant will feed into the Local Government Commission's review and other issues may assist Local Government New Zealand to develop a future agenda for legislative and regulatory reform. It will also contribute to the political manifesto that will be developed leading up to the 2008 parliamentary elections.

The Roadshow stop-over in the north is scheduled for Rodney District Council on Monday, 18 September 2006. Waitakere City Council has been allocated the 11:00 am time slot to present its submission.

STRATEGIC CONTEXT

Membership of Local Government New Zealand has the potential to be of assistance to Council as it pursues a wide range of strategic and advocacy aims. Local Government New Zealand provides a vehicle through which Council's voice can be heard on the national stage as Local Government New Zealand undertakes its activities on behalf of its members.

This Roadshow provides an opportunity for the Council to present a range of Local Government issues relating to the Local Government Act 2002 and Local Electoral Act 2001 so that appropriate changes to the legislation can be considered. The Local Government Act is the primary legislation dictating what the Council must or can do and what it cannot do. The conduct of elections is a legislative requirement on the Council and at the heart of the Council's commitment to active democracy and participation by the community in civic life.

ISSUES

A draft submission will be circulated separately before the meeting and will cover the following matters:

Local Government Act 2002:

- Regulation of the foreshore
- Codes of conduct for Community Boards
- Charging for wastewater

Local Electoral Act 2001:

- +/- 10% rule
- Postal voting period
- National education programme

Legislation Overdue for Review:

- Public Works Act 1981
- Local Authorities (Members Interests) Act 1968

It will also provide the opportunity for Councillor Clews to present to the review panel on matters which the Council considers are working well and to comment on the Long Term Council Community Plan process.

The Community Boards in Waitakere have considered the invitation at an informal meeting and they may prepare a separate submission to Local Government New Zealand.

RESOURCES

Resources for the participation in the Local Government New Zealand Roadshow including presentation before the review panel are provided for in the current Annual Plan.

CONCLUSION

The submission covers all those aspects of the Local Government Act 2002 and the Local Electoral Act 2001 that will be covered in the Local Government Commission Review following the 2007 Local Authority elections and any other matters related that the Council considers should be reviewed or amended. The Committee should approve or amend the submission and approve the presentation of it to the Local Government New Zealand Review panel.

RECOMMENDATIONS

1. That the Local Government New Zealand Roadshow - Review of the Local Government Act 2002 and the Local Electoral Act 2002 report be received.
2. That the Finance and Operational Performance Committee approve the submission for consideration by Local Government New Zealand and approve the attendance before the review panel of Councillor Janet Clews to present the submission on behalf of the Council.
3. That the Finance and Operational Performance Committee invite the Community Boards to present any submission immediately following the Council.

Report prepared by: Darryl Griffin, Group Manager Democracy and Support Services.



21 **OUT OF SCHOOL CARE PROGRAMME FUND ALLOCATION 2006/2007**

PURPOSE OF THE REPORT

The purpose of this report is to provide information regarding assessment of the Out of School Care Programme Fund and seek endorsement of the recommendations made.

BACKGROUND

The fund was originally set up as an Out of School Care Fund which incorporated both Before and After School programmes and School Holiday programmes. In the 2000/2001 Annual Plan process it was changed to a School Holiday Programme only, this decision was reversed in March 2003 and reverted to the original Out of School Care Fund.

STRATEGIC CONTEXT

- The Out of School Care Fund aligns with Council's strategic policy of Strong Communities. This policy outlines Council's commitment to undertaking initiatives that will contribute to making Waitakere a safe, healthy place to live and to improving local leisure and recreation opportunities and choices.
- Through adoption of First Call for Children, Council has also stated its commitment to proactively supporting children, young people and their families in Waitakere. Direct financial assistance to service providers of Before and After School Care and School Holiday Programmes assists Council's commitment to these policies.

ISSUES

Waitakere City Council supports organisations to provide high quality Before and After School Care and School Holiday programmes. The amount set aside for the 2006/2007 allocation is \$20,000.

Process of Allocation

The closing date for the 2006/2007 funding round was set at 28 July 2006 to assist providers who were planning programmes for the rest of the financial year.

All eligible Out of School Care and Recreation approved providers were posted application forms one month before the closing date. This was followed up by a phone call to remind them of the closing date. It was also promoted at funding workshops held this year throughout the city and in a funding calendar that went out to 1,000 community groups.

Overall, there were 11 applications. The full amount requested was \$42,299 with total funds available of \$20,000.

Eligible applications met all of the following criteria:

- An approved Out of School Care and Recreation service and Child Youth & Family providers or in the process of becoming approved. (No funding will be released until proof of Out of School Care and Recreation and Child Youth & Family approval is sighted);
- Programme delivered within Policy Guidelines of Before and After School Care Programme, Waitakere City;
- Open enrolment policy;
- Staff: Child ratios (i.e. 1 staff: 10 children);
- Hazard identification at programme venue;
- Adequate facilities;
- Registration procedures in place;

- First Aid certified staff;
- Programme delivered a minimum of five hours per day – 3 days per week (School Holidays);
- Programme delivered minimum of two hours per day 3 days per week (Before & After School Care);
- Participation of at least 20 children per day;
- Over 90% of programme participants live in Waitakere City; and
- Operate as a not-for-profit organisation.

The applications were sorted, summarised and assessed in accordance with the criteria and priorities of the fund and a weighting system has been developed to provide a clear and consistent process in assessing applications for funding. Points were allocated on a scale system to the following criteria:

- Programme serves lower decile rated schools;
- Contributes to an even demographic spread within the City;
- Focus on promoting an awareness of cultural identity;
- Flexible hours;
- Appropriate admittance fee;
- Funding from other sources;
- Proposal will benefit a large number of Waitakere residents; and
- Demonstrated history of successful programmes.

The table below shows the resultant assessment:

	Amount applied for	Amount recommended	Child visits
Barnardos Waitakere Sunnyvale OSC	\$5,000	\$2,450	\$0.06
Barnardos Waitakere Sunnyvale SHP	\$5,000	\$2,370	\$1.60
Barnardos Waitakere Peninsula OSC	\$5,000	\$2,370	\$0.60
Glen Eden Community House SHP	\$4,250	\$2,015	\$1.25
Glen Eden Community House OSC	\$5,000	\$2,530	\$0.60
Henderson Baptist Church - SHP	\$2,022	\$1,120	\$0.93
Massey Community House -SHP	\$3,594	\$1,645	\$1.37
McLaren Park Community Project - SHP	\$1,076	\$530	\$0.66
Oratia Out of School Care	\$5,000	\$2,600	\$0.26
Titirangi Community House - SHP	\$3,754	\$1,300	\$1.08
YMCA – Peninsula SHP	\$2,603	\$1,070	\$ 0.53
Total	\$42,299	\$20,000	0.56

The Out of School Care Programme Fund will be subsidising 9,530 children's visits to School Holiday Programmes and 25,610 children's visits to Before and After School Care. Council's contribution will be an average of \$0.56 per visit.

RESOURCES

There are no additional financial or staffing requirements to allocate this fund. The Community Assistance Administrator administers the process.

CONCLUSION

Overall, there were 11 applications to the Out of School Care Fund. The full amount requested was \$42,299, with total funds available of \$20,000.

Should approval be given, the Out of School Care Programme Fund will be subsidising 9,530 children's visits to School Holiday Programmes and 25,610 children's visits to Before and After School Care. Council's contribution will be an average of \$0.56 per visit.

RECOMMENDATIONS

1. That the Out of School Care Programme Fund Allocation 2006/2007 report be received.
2. That the Finance and Operational Performance Committee considers applications to the Out of School Care Fund and allocates funding as per the process outlined in the report and the following recommended amounts:

	Amount applied for	Amount recommended	Child visits
Barnardos Waitakere Sunnyvale OSC	\$5,000	\$2,450	\$0.06
Barnardos Waitakere Sunnyvale SHP	\$5,000	\$2,370	\$1.60
Barnardos Waitakere Peninsula OSC	\$5,000	\$2,370	\$0.60
Glen Eden Community House SHP	\$4,250	\$2,015	\$1.25
Glen Eden Community House OSC	\$5,000	\$2,530	\$0.60
Henderson Baptist Church - SHP	\$2,022	\$1,120	\$0.93
Massey Community House - SHP	\$3,594	\$1,645	\$1.37
McLaren Park Community Project - SHP	\$1,076	\$530	\$0.66
Oratia Out of School Care	\$5,000	\$2,600	\$0.26
Titirangi Community House - SHP	\$3,754	\$1,300	\$1.08
YMCA – Peninsula SHP	\$2,603	\$1,070	\$ 0.53
Total	\$42,299	\$20,000	0.56

Report prepared by: Jan Brown, Community Assistance Facilitator.



22 COMMUNITY WELLBEING FUND ALLOCATION 2006/2007

PURPOSE OF THE REPORT

The purpose of this report is for the Finance and Operational Performance Committee to assess applications and allocate funding for the Community Wellbeing Fund and to appoint representatives to a working party to work through the issues of setting criteria, priorities and the dollar value of the fund.

BACKGROUND

The Community Wellbeing Fund provides small sums of money to a wide range of groups in the community, who provide local services and activities on a voluntary or 'not for profit' basis.

Currently, Council allocates around fifty cents per head of population which equates to an amount of \$92,000, of which \$46,000 is allocated to City-wide projects by the Finance and Operational Performance Committee. Each application can be made only once. Each application indicates that the majority of participants for their project/activity come from more than one area and therefore it was not relevant to apply to one Community Board. The maximum amount that can be applied for is \$3,000.

The balance is allocated to each Community Board on a ward population basis.

STRATEGIC CONTEXT

Through the adoption of Strong Communities, Council outlines its commitment to undertaking initiatives that will contribute to making Waitakere a safe, healthy place to live and to improving local leisure and recreation opportunities and choices. It also states "people are active, healthy and content. They feel safe and there is a strong sense of community". Direct financial assistance to organisations providing support and activities to the residents of Waitakere assists Council's commitment to this strategic goal.

ISSUES

The Finance and Operational Performance Committee considers allocation of funding for applications to the Community Wellbeing Fund, City-wide applications. In 2006/2007 there are 40 eligible applications requesting an amount of \$108,764.66

There are two applications which did not meet the criteria established by Council for funding allocation.

Always when a fund is oversubscribed the issue of whether it is better to give a reasonable amount of funding to a few selected community groups, or give all the applicants a small amount needs to be considered. There are pros and cons of both methods of allocating funding. Community groups would prefer a more substantial grant, but this would mean many worthwhile organisations would get no funding, whereas most community groups would prefer to have 'something rather than nothing'. The Community Assistance Facilitator has made a recommendation of funding for all eligible groups.

The issue of oversubscription to the City-wide Community Wellbeing Fund is complex and is in part related to the small size of the fund, together with the needs of a diverse range of not-for-profit groups. Also impacting on the fund is the eligibility criteria for funding which is currently very broad.

As the situation of oversubscription to this fund has been an issue for a number of years now, it is recommended that a working party consisting of one Councillor from each ward together with Council officers work through the issues of setting criteria and priorities to align with Councils' strategic direction in an attempt to rationalise the number of applicants. The dollar value attributed to the fund could also be considered at this time.

ASSESSMENT PROCESS

Eligibility

All applications have been screened for eligibility as per the Community Wellbeing Fund Policy. All eligible applications have been put forward to the Committee for consideration.

Priorities

Each application has been preliminarily assessed against the priorities outlined in the Community Wellbeing Fund Policy and from this a recommended amount has been suggested.

Application Information

A123-A167

The original applications are available for inspection prior to and at the meeting. Attached at pages A123 to A167 is a one page summary of each application. All applications have been sorted from highest to lowest in terms of the number of priorities met as per the Community Assistance Policy. This assessment has been based on the information provided in the application.

It is suggested that the Committee work through the applications in order, making a preliminary allocation on each application. The Committee may then wish to go back and revisit any allocation before coming to a final decision.

FUNDING AVAILABLE

The Committee has a total of \$46,000 to allocate via this scheme. There are 40 eligible applications to consider for financial assistance with the total amount requested being \$108,764.66.

CONCLUSION

There are 40 eligible applications for financial assistance totalling \$108,764.66 with an amount to allocate of \$46,000. Due to the large number of applications this funding round, the amount that each applicant is likely to receive is considerably less than they have sought. The Committee needs to decide to either fund fewer organisations fully or all of the organisations to some extent.

It is recommended that a working party consisting of one Councillor from each ward and Council officers be requested to work through the issue of setting criteria and priorities to align with Councils strategic direction. Also the dollar value attributed to the fund could be considered at this time.

It is suggested that the Committee work through the applications in order, making a preliminary allocation on each application. The Committee may then wish to go back and revisit any allocation before coming to a final decision.

RECOMMENDATIONS

A123-A167

1. That the Community Wellbeing Fund Allocation 2006/2007 report be received.
2. That the Finance and Operational Performance Committee considers applications to the Community Wellbeing Fund and allocates funding as per the process outlined in the report and the attached pages at A123 to A167 to the Agenda report.
3. That the Finance and Operational Performance Committee approve a working party consisting of one Councillor from each ward together with Council officers to work through the issue of setting criteria and priorities for the Community Wellbeing Fund so as to align with Councils' strategic direction in an attempt to rationalise the number of applicants.

Report prepared by: Jan Brown, Community Assistance Facilitator.



23 **2005/2006 COMMUNITY CENTRE ANNUAL PERFORMANCE**

PURPOSE OF THE REPORT

The purpose of this report is to inform the Finance and Operational Performance Committee on Waitakere's Community Centres annual performances for the 2005/2006 financial year.

BACKGROUND

Council owns and manages six Community Centres that cater for a wide range of community groups and activities through the provision of bookable spaces and the facilitation of activities. Community Centres also play a role in hosting civic events, including the City's key festivals and events such as the Going West Literary Festival (including Story Fest), Mataariki and the Moon Festival.

Community Centres also play host to a number of community events and festivals. Examples include the Titirangi Music Festival, Te Atatu Christmas Parade, West Auckland Quilters Show and other cultural events. Local and Central government meetings and workshops, corporate conferences and functions, and many more one-off celebrations are also staged at the Community Centres.

Community Centres play a major role in the provision of space for community groups to meet and participate in local activities.

STRATEGIC CONTEXT

Community and Leisure facilities and activities contribute to Council's Strong Communities and Urban and Rural Villages Strategic Platforms by helping 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.

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

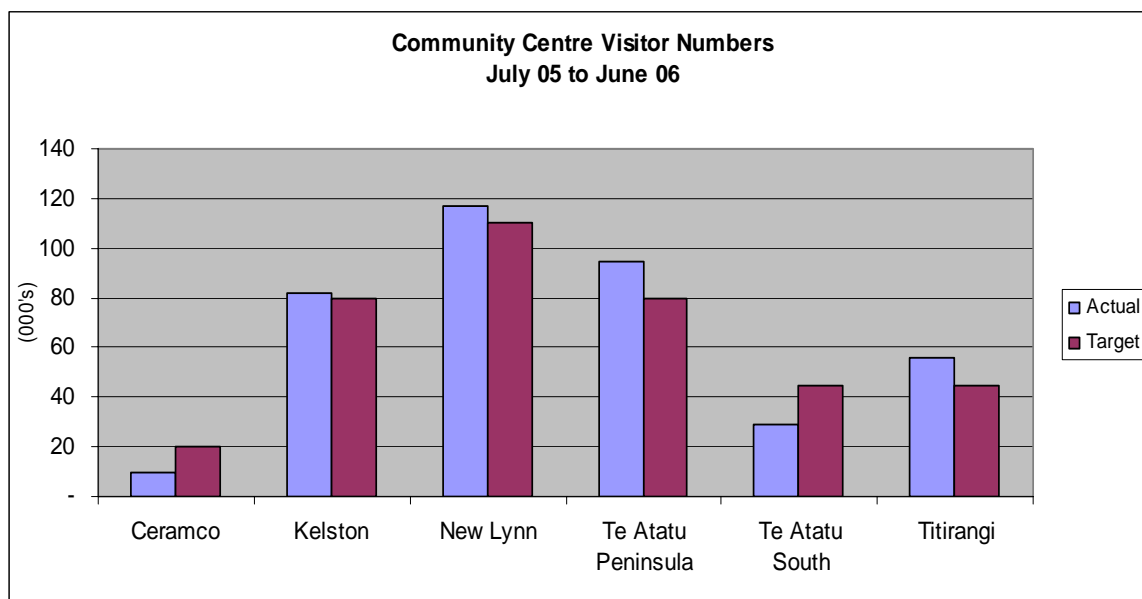
The Local Government Act defines that one of Council's responsibilities is to promote the social, economic, environmental and cultural well being of communities, in the present and for the future.

ISSUES

Annual Performance Measures

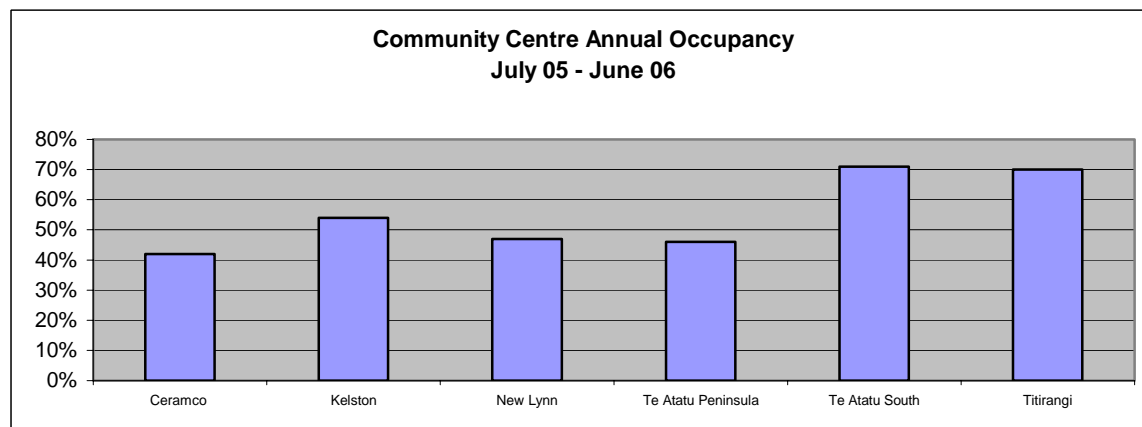
The key performance indicators of Community Centres is the number of visitors, volume of occupancy, and achievement of financial targets. The following graphs show usage of the Community Centres for the 2005/2006 financial year.

Number of Visits



A168 A total of 388,640 visitors have visited the Centres in 2005/2006, to attend some form of activity or event, resulting in the budgeted target for 2005/2006 being met. The attachment at page A168 has a breakdown of these figures.

Annual Occupancy



A168 New Lynn and Te Atatu Peninsula Centres were below target due to low usage of its meeting rooms. However their Main Hall auditoriums continue to have high occupancy. The attachment at page A168 has a breakdown of the rooms per Centres.

Ceramco Function Centre is below target due to the low number of regular hirers. The Function Centre attracts more casual hirers for events such as weddings, meetings, and prize giving ceremonies.

The average occupancy target of 55% for 2005/2006 has been met.

Financial

The forecasted and actual revenue figures from Community Centre hireage are as follows:

01 July 2005 – 30 June 2006	2005/2006 Budget	2005/2006 Actual
Kelston Community Centre	\$77,796	\$83,646
Titirangi War Memorial Hall	\$26,412	\$26,478
Ceramco Park Function Centre	\$22,236	\$21,628
New Lynn Community Centre	\$82,548	\$93,842
Te Atatu Peninsula Community Centre	\$49,488	\$55,166
Te Atatu South Community Centre	\$27,912	\$29,441
TOTAL	\$286,392	\$310,201

Overall Community Centre revenue has exceeded its target by \$23,000. Kelston and New Lynn Community Centre were the highest revenue earners. Regular user groups have increased their bookings at the centres which has contributed to the increase.

Promotions and Publicity

Promoting public awareness, increasing usage and meeting revenue targets are the main aims of the Promotion and Publicity budget.

The Promotion and Publicity programme for 2005/2006 consisted of the following:

- Newspaper advertisements in the The Aucklander – promoting the Community Centres as a place for birthdays, activities or conferences;
- Sponsorship of Community / Council events at the Community Centres;
- Printing of Community Centre Brochures and Activity Flyers – displayed at all Community Centres, Community Houses, Libraries and Citizens Advice Bureaux in Waitakere;
- Updating Councils website with relevant activities information;
- Community Centre Open Days.

The key performance measures outlined in this report, provided a good indication as to whether Council officers are on track with Promotion and Publicity objectives. Strong visitor numbers and an increase in revenue received are a reflection of the programme working well. Community Centre staff working closely with regular user groups is also another key customer service / marketing strategy that is working well.

CONCLUSION

The Community Centres continue to provide high quality facilities to meet community demand and need:

- 388,640 visitors have been through Waitakere City Council Community Centres between July 2005 and June 2006;
- Main Hall auditoriums in Waitakere's major Community Centres have high occupancy rate in comparison to its small meeting rooms. Average occupancy rates for 2005/2006 were 55%;
- Total income for the 2005/2006 financial year was \$310,201 which has exceeded budget target by \$23,000;
- Promotion and Publicity undertaken was supported well with an increase in performance measures such as revenue received.

RECOMMENDATION

That the 2005/2006 Community Centre Annual Performance report be received.

Report prepared by: Robert Matamu, Community Activity Facilitator, Leisure Services.



PART G - REPORTS FROM THE SUBCOMMITTEES

24 EMERGENCY SERVICES SPECIAL COMMITTEE

THE SPECIAL COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON TUESDAY, 8 AUGUST 2006.

MATTERS CONSIDERED

A169-A170

The Emergency Services Special Committee 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 A169 to A170.

The Emergency Services Special Committee Recommends:

That the Meeting report of the Emergency Services Special Committee held on Tuesday, 8 August 2006 be received.

DQ Battersby, JP
CHAIRMAN



25 TENDERS SUBCOMMITTEE

THE SUBCOMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON FRIDAY 28 JULY 2006, FRIDAY, 11 AUGUST 2006, FRIDAY, 25 AUGUST 2006 AND AN EXTRAORDINARY MEETING HELD ON FRIDAY, 18 AUGUST 2006.

MATTERS CONSIDERED

A171-A178

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 A171 to A178.

The Subcommittee Recommends:

That the Meeting report of the Tenders Subcommittee held on Friday, 28 July 2006, Friday 11 August 2006, Friday, 25 August 2006 and an Extraordinary Meeting held on Friday, 18 August 2006, be received.

JM Clews, QSO, JP
CHAIRMAN

