

**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, 7 JULY 2008
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 CONFLICTS OF INTEREST

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



4 CONFIRMATION OF MINUTES

Meeting Minutes - Monday, 9 June 2008

RECOMMENDATION

It is recommended that the Finance and Operational Performance Committee resolve to:

Receive the minutes of the meeting of the Finance and Operational Performance Committee held on Monday, 9 June 2008, as circulated, and that they be taken as read and now be confirmed.

The public excluded minutes are attached at pages of the confidential supplement.



PART B - LEGAL AND CONSTITUTIONAL

5 AFFIXATION OF COMMON SEAL

RECOMMENDATIONS

The Finance and Operational Performance Committee resolved to:

1. **Receive** the Affixation of Common Seal report.
2. **Agree** that the action taken in affixing the Common Seal on the documents as set out in the agenda report be adopted.

EXECUTION OF DOCUMENTS: 3 to 24 June 2008

No	NAME	PARTICULARS
4477	WCC – NZ Housing Foundation	Surrender of drainage easement in gross – CT.163628 – 423-429 West Coast Road, Glen Eden – RMA20061078
4478	WCC – Landstar Makora Limited	Drainage easement in gross – CT.331003 – 41 Makora Road, Massey – RMA20051313
4479	WCC – Landstar Makora Limited	Water supply easement in gross – CTs.331004 to 331006, 331008 and 331009 – 41 Makora Road, Massey – RMA20051313
4480	WCC – TS & MF Gray	Conservation Covenant – 5 Wendy Road – Identifier NA139A/206, Resolution 2090/2003
4481	WCC – ID Ludwig and NE Glamuzina	Consent of encumbrance – 155 Lone Kauri Road, Karekare – Rule 44 Standing Orders
4482	WCC – Shah Homes Limited	Water supply easement in gross – CT.255449 – 3, 5 and 7 Hulme Place, Henderson – RMA20051585
4483	WCC – Vicky Sue Turner	Warrant of Appointment & Evidence of Identity – No.WCC397
4484	WCC – Slaven Soljan	Memorandum of Encumbrance – CT.NA20C/111 – 4222 Great North Road, Glendene
4485	WCC – Bravada Investments Limited	Surrender of easement in gross – CT.NA2075/91 – 68, 1/68, 70 and 1/70 Awaroa Road, Sunnyvale – RMA2007692
4486	WCC – Bravada Investments Limited	Drainage easement in gross – CT.384198 – 68, 1/68, 70 and 1/70 Awaroa Road, Sunnyvale – RMA2007692
4487	WCC – The Auckland Playcentres Association	Deed of Lease (on behalf of Titirangi Playcentre) – resolution 3357/2007 (in duplicate)
4488	WCC – Lynn-Avon United Association Football Club	Deed of Lease Right of Renewal (in duplicate)
4489	WCC – ARA Leslie & JM Leslie	Easement Instrument to create Right to Drain Water – SPW 22042
4490	WCC x 4	Consent to Easement Instruments – SPW 22042 – as Encumbrancee under Encumbrance B636799.6
4491	WCC – RG & JE Bullock	Withdrawal of Caveat – 65 Rimutaka Place, Titirangi – Rule 44(2) Standing Orders

No	NAME	PARTICULARS
4492	WCC – Westrend Project Limited	Drainage easement in gross – CT.406401 – 46 & 48 Glengarry Road, Glen Eden – RMA20071095
4493	WCC – BF McMann & Future Trustees Limited	Drainage easement in gross – CT.406400 – 46 & 48 Glengarry Road, Glen Eden – RMA20071095
4494	WCC – AG Pincott	Drainage easement in gross – CT.382920 – 9 & 9A Atkinson Road, Titirangi – RMA2007726
4495	WCC – BG Allen, AJ Covich, BS Coutts	Consent by Encumbrancee to Variation of Mortgage – 11 Chardon Place, Henderson – Rule 44.2
4496	WCC – Laingholm District Citizens Association (1998) Inc	Lease of The Laingholm Beach Hall, Western Park – FOP 1999/2005 and WCB 1630/2005
4497	WCC – Construct NZ Limited	Drainage easement in gross – CTs.387407-387411 – 151 Huia Road, Titirangi – RMA20061544
4498	WCC – Construct NZ Limited	Water supply easement in gross – CTs.387407-387411 – 151 Huia Road, Titirangi – RMA20061544
4499	WCC – Construct NZ Limited	Consent of Encumbrancee to creation of easement – 151 Huia Road, Titirangi – RMA20061544
4500	WCC – Construct NZ Limited	Consent of Encumbrancee to creation of land covenant and fencing covenant – 151 Huia Road, Titirangi – RMA20061544
4501	WCC – Construct NZ Limited	Consent of Encumbrancee to deposit of Plan 397151 – 151 Huia Road, Titirangi – RMA20061544
4502	WCC – Waitakere City Stadium Trust	Consent to Sub-Lease to Waitakere United Inc – resolution 1989/2006

Report prepared by: Denis Sheard, Manager: Legal Services.



PART C - FINANCE

6 OPERATING AND CAPITAL EXPENDITURE SUMMARY

EXECUTIVE SUMMARY

The purpose of this report is to inform the Finance and Operational Performance Committee on the level of operating and capital expenditure to the end of May 2008 by unit compared to budget.

RECOMMENDATION

It is recommended that the Finance and Operational Performance Committee resolve to:

Receive the Operating and Capital Expenditure Summary report.

BACKGROUND

1. Through the Long Term Council Community Plan and Annual Plan process, the Council approves operating and capital expenditure. The Council follows good practice for procurement of goods and services and ensures that funding has been provided from appropriate sources.
2. If any further information is required in respect of this report, other than of a general nature, please contact the writer prior to the meeting to enable the query to be researched.
3. This report covers expenditure for the eleven months to 31 May 2008. The financial summary is attached on page A1.

A1

DECISION MAKING

4. There are no decisions required in respect of this report.

STRATEGIC CONTEXT

5. The Council's operating and capital expenditure delivers projects necessary to achieve the Council's strategic direction.

CONSULTATION

6. No consultation was required in respect of this report.

RESOURCES

7. This report has no resource implications.

IMPLEMENTATION ISSUES

8. There are no implementation issues in respect of this report.

Report prepared by: Khee Mee Soo, Group Manager: Financial Projects



7 STATUS OF SPECIAL FUNDS

EXECUTIVE SUMMARY

A2

The purpose of this report is to inform the Finance and Operational Performance Committee on the status of the Council's special funds as at 31 May 2008, as attached at page A2.

RECOMMENDATION

It is recommended that the Finance and Operational Performance Committee resolve to:

Receive the Status of Special Funds report.

BACKGROUND

1. Special funds are those funds held or designated by the Council for a specific purpose or purposes. The balances of these funds are used to offset the Council's borrowing requirements. Interest is allocated to funds where applicable.
2. Special fund movements are recommended through the Long Term Council Community Plan and Annual Plan adoption process. Special funds are classified as either "Restricted Funds" or "Non-Restricted Funds". Restricted Funds are those funds that have been received by the Council from a third party or parties and are to be used for a specific purpose or purposes. Non-Restricted Funds are funds established by a Council resolution to use and set aside its own funds and also to meet a specific purpose or purposes.

DECISION MAKING

3. There are no decisions required in respect of this report.

STRATEGIC CONTEXT

4. The Council uses special funds as provided for in Long Term Council Community Plan and Annual Plans.

CONSULTATION

5. No consultation was required in respect of this report.

RESOURCES

6. This report has no resource implications.

IMPLEMENTATION ISSUES

7. There are no implementation issues in respect of this report.

Report prepared by: Khee Mee Soo, Group Manager: Financial Projects



8 BORROWING AND INVESTMENT REPORT

GLOSSARY

Long Term Council Community Plan (LTCCP)

EXECUTIVE SUMMARY

This is a monthly report to the Council's Finance and Operational Performance Committee and is also a requirement of the Council's adopted Liability Management and Investment Policy. It provides information on the Council's borrowing and investment activities over the past month and also high level information on current financial market conditions. From time to time additional and more detailed information is requested on particular areas of interest by the Finance and Operational Performance Committee or other Committees.

RECOMMENDATIONS

It is recommended that the Finance and Operational Performance Committee resolve to:

1. **Receive** the Borrowing and Investment Report.
2. **Approve** the Borrowing and Investment Report.

BACKGROUND

A3-A8

1. Waitakere City Council enters into treasury related financial contracts in the ordinary course of its business. It is the role of the 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 Finance and Operational Performance Committee on the current and future movements of the Council's debt and cash investments, and provides a general commentary of financial market conditions.
2. The relevant portfolio and graphs reflect the estimated position as at 31 May 2008 and are attached at pages A3 to A8.

DECISION MAKING

3. There are no decisions in relation to this report.

Issues

4. The Council's Funds Management function actively manages a large portfolio of various debt and investment instruments. The benefit of borrowing is that it enables the Council to carry out the projects identified in the Annual Plan and Long Term Council Community Plan (LTCCP), while spreading the costs for those projects over time to recognise the future benefits. Borrowing funds therefore assist the 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.
5. This report addresses the requirement of the Policy and may include other information that is relevant to the Funds Management function.

Financial Implications

6. The active management of the treasury portfolio seeks to minimise the 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 the Council's portfolio.

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

Interest Rates

8. Short term interest rates over the past month have continued to be volatile. 90 day bank bills have traded in a range between 8.64% and 8.72%. While the range has been reasonably tight, there is no clear trend other than flat. With the Reserve Bank of New Zealand's last policy statement suggesting that they will likely decrease the Official Cash Rate earlier than expected, the 90 day bank bill has decreased quickly from levels above 8.80%. As we approach September, where the majority of financial market participants expect the Reserve Bank to start its decreasing cycle, the 90 day bank bill interest rate will move to lower levels and continue that trend.
9. Long term interest rates have begun a slow downward trend, though they still remain above long term average levels. Currently the 10 year swap interest rate is trading at approximately 7.20%. It is expected that this will decrease over the next few months to 7.00%. Due to the uncertainty of larger international markets, which largely price the New Zealand longer term interest rates, it is difficult to see the New Zealand 10 year interest rate much below 7.00% any time soon. It is more likely that the decrease in short term interest rates will lead to a positive yield curve. A positive yield curve is where short term interest rates are lower than long term interest rates. This has not been seen in New Zealand for a number of years.

STRATEGIC CONTEXT

10. The management and use of borrowing and investments is aligned to all of the Council's strategic objectives, as adopted in both the LTCCP 2006-2016 and the Annual Plan 2007/2008.

Preferred Option

11. There is no preferred option presented with this report.

CONSULTATION

12. This report includes data sourced by the Council's external treasury advisors, Asia Pacific Risk Management, and opinions or views sourced from various financial institutions.

RESOURCES

13. The Council, through its Annual Plan 2007/2008, provided for total new borrowings of \$183.265 million, including loans attributable to projects carried forward from previous years totalling \$62.255 million. Total interest cost has been provided in the Annual Plan 2007/2008 of \$20.020 million.

IMPLEMENTATION ISSUES

14. There are no implementation issues identified for this report.

Report prepared by: Bruce Wilkin, Treasury Manager



9 PAYMENTS FOR APPROVAL

EXECUTIVE SUMMARY

The purpose of this report is to advise the Finance and Operational Performance Committee of payments made by the Council.

A9-A17

A summary schedule of payments made for the period 11 May 2008 to 14 June 2008 is attached at pages A9 to A10. A further schedule of all payments of \$5,000 and above, together with the reason for the payment, is attached at pages A11 to A17.

Payments have been provided for in accordance with approved budgets.

If a Committee member wishes to ask specific questions relating to any of these payments please direct them to the Director: Finance prior to the meeting. This will enable a response to be adequately researched.

RECOMMENDATIONS

It is recommended that the Finance and Operational Performance Committee resolve to:

1. **Receive** the Payments for Approval report.
2. **Approve** the contracts let and the payments made.

BACKGROUND

1. All payments made by the Council are presented to the Finance and Operational Performance Committee on a progressive monthly basis. Elected members are able to review the information provided and seek information or clarification in respect of any of those payments.

DECISION MAKING

2. There are no decisions required in respect of this report.

STRATEGIC CONTEXT

3. 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.

CONSULTATION

4. No consultation was required in respect of this report.

RESOURCES

5. This report has no resource implications.

IMPLEMENTATION ISSUES

6. There are no implementation issues in respect of this report.

Report prepared by: Alec Third, Group Manager: Financial Operation



PART D - GENERAL

10 HENDERSON RAIL STATION ARTS DEVELOPMENT PROJECT

EXECUTIVE SUMMARY

The purpose of this report is to provide the Finance and Operational Performance Committee with the information required to allocate further funding from the Waitakere Central Project Surplus Budget for a programme of arts developments for the Henderson Rail Station environment.

Previously \$50,000 was made available from which \$14,000 was spent to develop Dean Buchanan's "Pararaha Landscape" for the glass wall at the end of the Waitakere Central overbridge which leaves \$36,000 of approved funding.

A18 A further arts proposal has been developed within this budget allocation. This proposal would see the creation of a "Waitakere Historic Billboard Project" which will be sited on the reverse side of the four billboard structures already installed between Railside Avenue and the Henderson Rail Station platform (see attachment (A) at page A18). A simple version of this arts proposal can be achieved within the \$36,000 of allocated funding that remains.

A19 There is also an option to extend the billboard project to include interchangeable panels (at a further cost of \$26,900) and a pair of two-dimensional "Henderson Sentinels" (sculptures) developed for Henderson Station (\$22,400). These 'sentinels' would be installed on the opposing concrete facades of the escalator housing which links the overbridge and the station platform (see attachment (B) at page A19).

The total extra budget required to carry out all the options is \$49,300. This further funding is available from the Waitakere Central Project Surplus Budget.

RECOMMENDATIONS

It is recommended that Finance and Operational Performance Committee resolve to:

1. **Receive** the Henderson Rail Station Arts Development Project report.
2. **Approve** the allocation of a further \$49,300 from the Waitakere Central Project Surplus Budget to undertake and complete two arts projects for the Henderson Rail Station environment:
 - (a) Waitakere Historic Billboard Project; and
 - (b) Henderson Sentinels (sculptures).

BACKGROUND

1. With the progressive (re)development of the Western Line rail transport system (double-tracking, electrification, renewed stations, 'park and ride' stations), a greater number of Waitakere citizens will take up commuting on trains. In connectively threading through Waitakere the Western Line stations (New Lynn / Fruitvale / Glen Eden / Sunnyvale / Henderson / Sturges Road / Ranui / Swanson) there is an opportunity for the development of a cohesive and comprehensive arts and design development strategy for the whole network. Such a strategy would both help to promote the use of the rail network and positively enhance rail station environments and aesthetics.
2. The Public Affairs Arts team in developing arts initiatives for the Henderson Rail Station has been liaising closely with other Council teams in regard to the issues of graffiti abatement and rail corridor trespass.

DECISION MAKING

Issues

Safety - Functionality - Aesthetics

3. Clearly each Western Line station environment needs to feel safe and to be functional and clean and somehow reflective of the community within which it is set. Two of the problems currently being scrutinised by Council teams are tagging/graffiti and rail corridor trespass. The artworks/projects developed out of our arts strategies for the Western Line network will help to mitigate these issues and the frequency of other anti-social behaviours in these important public environments.

Relationships and Options

4. As the relationship between ONTRACK and Council is still developing there have not been any opportunities to create artworks for placement directly on the ONTRACK owned platforms. In regard to creative developments at Henderson Station, arts concepts are being developed for the peripheral areas that directly surround the station environment.

Proposed Feature Artwork Projects for Henderson Station

5. Pending approval of this request for the allocation of further funding for proposed arts projects.

(a) "Waitakere Historic Billboard Project"

- A18
6. Concept: This project involves the development of 8-12 interchangeable billboards for 4 positions that would be developed for the reverse side of the four existing billboard structures which facilitate advertising on RAILSIDE AVENUE (see attachment A at page A18). Each billboard image will be created through artists illustrating selected historic stories from the Waitakere area.
 7. Method: A project researcher will identify a set of stories and then manage a number of artists to illustrate these stories. The original artworks (illustrations) will be scanned to produce a digital file and then reproduced as large printed images on conventional billboard fabric.
- A20
8. Each of these billboard images will measure 6.0 metres by 2.8 metres and would be composed of two parts of equal size. Each of these billboard print components will then be stretched over portable and weather-tight cedar frames that can be easily moved around and installed in the process of cyclically rotating these historic Waitakere billboard illustrations on these sites (see Attachment C at page A20).
 9. It is proposed that when any four of the project billboards are on display at Henderson Rail Station, each of the remaining number (4-8) could be hung individually at a series of 'open storage' sites situated in schools and factory/industrial workspaces instead of being stowed in conventional 'closed storage' spaces. This could mean that as well as the four billboards on display at Henderson Rail Station, the remaining billboard images could also be on full display at their host sites. Therefore whenever there was a rotation of billboards through the Henderson Rail Station billboard site, this display scenario could see the illustrated billboard at each of these 'open storage' sites (schools/ factories/ workplaces) change also.

Key features

10. Environment: the project sees at least 8 artists creating illustrations of important 'historic moments' in the life of Waitakere and sets them up as a rotating art exhibition on this key public environment that is currently plagued by tagging.
11. Exposure: the billboard artworks created through the project will get wide public exposure through being viewed at Henderson Rail Station and possibly at their 'open storage' sites (schools, factories etc).
12. Versatility: the project contracts artists to produce original history illustrations that are then scanned to produce high resolution digital files that can then potentially be used to reproduce the artworks in multiple ways (billboards, print, exhibition etc) for the benefit of the communities of Waitakere.
13. Partnerships: the project requires permission to proceed from both APN Outdoor Limited and Auckland Regional Transport Authority. It is envisaged that the installation of lights for the art billboards will be managed and cost-shared between APN Outdoor Ltd and this arts development project. The lighting of these billboard surfaces will beneficially cast extra ambient light onto the station platform.

(b) "Henderson Sentinels (sculptures)"

A19

14. Concept: This project proposes a pair of 'sentinel or guardian forms' to be developed for the Henderson Rail Station platform. It is planned that these essentially two-dimensional, laser-cut and powder coated metal sculptures would be mounted on the concrete facades on either side of the escalator housing which links the over-bridge and the station platform (see Attachment B at page A19). Although the 'sentinel forms' will be mounted on the Council owned escalator structures they will give the appearance of being sited on the ONTRACK owned platform itself.
15. Method: Research undertaken for the history billboard project will be used to identify the design of these 'sentinel forms'. These sculptures will be developed and produced in collaboration with a selected artist(s) in robust materials for this site and very firmly secured to the concrete facades of the escalator housing.
16. Key features: The 'sentinel forms' in their placement help frame and demarcate the key entry and exit points to and from the rail station platform. Their positioning on the escalator housing effectively places artworks on the ONTRACK owned platform.

STRATEGIC CONTEXT

17. The Council's Arts and Cultural Strategy (2002) supports the development of arts-rich public spaces.
18. Arts developments like those being proposed for the Henderson Rail Station - as part of the Henderson precinct - will have benefits in relation to the provision of vibrant town centres.
19. The development of arts-rich public spaces promotes the cultural wellbeing of communities which is a requirement of the Local Government Act (2002).

CONSULTATION

20. In regard to these artwork proposals for Henderson Rail Station consultation has taken place with Council teams working on issues such as graffiti abatement and rail trespass.
21. Through researching for historic Waitakere stories to be illustrated there has been consultation with history archivists at Henderson Library and with other notable persons within the city.
22. Consultation with both APN Outdoor Limited and Auckland Regional Transport Authority in regard to utilising their billboard structures as artwork sites and in regard to developing efficient lighting for our purposes is underway. The development of this project on these existing billboard structures is subject to safety and engineering criteria being met. Provisional approval from both APN Outdoor Limited and Auckland Regional Transport Authority has been given.

RESOURCES

23. The Waitakere Central Project Surplus Budget has the capacity to provide the \$49,300 required.

IMPLEMENTATION ISSUES

24. Negotiations are underway with Auckland Regional Transport Authority and APN Outdoor Limited in regard to establishing the billboard artworks and lighting for them on the existing billboard structures. These parties have given provisional approval for the project but require external engineering and lighting assessments (in regard to glare for train drivers) to be undertaken.

Report prepared by: David Thomas, Arts Project Coordinator: Public Affairs



11 WASTE-NOT 2008 FUNDING ALLOCATIONS

EXECUTIVE SUMMARY

The purpose of this report is to advise the Finance and Operational Performance Committee of the funding allocations made by the delegated Waste-Not Panel; consisting of Councillors Hulse, Battersby and Neeson.

Included in this report is a summary of the Waste-Not funding allocations, a summary of applicants that may be assisted in other ways by Council without allocating funding and the background to the process for the Waste-Not fund allocation.

RECOMMENDATIONS

It is recommended that the Finance and Operational Performance Committee resolve to:

1. **Receive** the Waste-Not 2008 Funding Allocations report.
2. **Note** that the Waste-Not Panel has made the following decisions for allocation of the Waste-Not fund;

Applicant Name	Project	Funding Allocation	Conditions
Adam Buckingham	Making 100 Activity Centres for Pre-schools out of waste materials	\$4,800	
Charlie's Trading Company Limited	Project Rinse – purchasing and setting up a bottle washing system to reuse beverage bottles	\$10,000	Require reporting on volumes of waste diverted from landfill
Envision	Establishing a NZ Product Stewardship Council	\$7,500	
Henderson Valley Playcentre	Operation Waste Paper – purchase of a paper recycling press	\$1,995	
Henderson Valley Primary School	Henderson Valley School Boiler upgrade from coal boiler to woodchip to significantly reduce ash volumes	\$10,000	Require promotion of initiative and acknowledgement of the Waste-Not fund, and reporting on ash volumes reduced
Low Impact Limited	The Good Dirt – trialling a commercial scale modular worm farm	\$12,874	Require reporting on volumes of waste diverted from landfill
MACT Services (Manawanui ariki charitable trust)	Generation 8 – implementing a Youth programme to utilise recycled materials and products	\$5,000	Require reporting on number of youth engaged in the first year
NZ Nepalese Association Inc	Educate the Nepalese Community to minimise household solid waste on the associations radio programme	\$1,000	Require association to seek approval of content prior to programming.
NZ Retail Property Group (Westgate)	Westgate Shopping Centre Recycling Programme – trialling public place recycling bins and shared recycling facilities for tenants	\$10,600	Require reporting on volumes of waste diverted from landfill
Oratia District School	Zero Waste – Bokashi Trial	\$324	
Project Full Circle	Project Full Circle	\$18,040	Require reporting on volumes of waste diverted from landfill
Vision Waitakere Gardens	Vision Waitakere Gardens Worm Farm – purchase the worm farm which is to be managed by the 'Garden Enthusiasts' group	\$7,100	
Weedfree Trust	Waitakere pyrolysis/biochar pre-feasibility study	\$4,500	
	Total funding allocated:	\$93,733	

Table 1: 2008 Waste-Not funding allocation

3. **Note** that the Waste-Not Panel has agreed that the following applicants be offered the Council support detailed below without allocating Waste-Not funding;

Applicant Name	Project Name	Council support to be offered
Alalofa a Sasae	Tumama	Offer training for their members to run their own Sustainable Living Courses
Auckland Nui Community Trust	Waste Minimisation/Recycling Management	Offer training for their members to run their own Sustainable Living Courses
Green Bay Kindergarten	Zero Waste – A preschool model	Offer Council kerbside recycling bins, discounted compost bins and provide posters and pamphlets
Kelston Intermediate	Kelston Recycle	Offer Council kerbside recycling bins, paper collection and provide posters and pamphlets
Massey Matters	Waste Not in Massey	Offer display materials, posters and loan of display boards for information at Te Raa Mokopuna Day 2009
St Dominics College	Introduce recycling to our school	Offer Council kerbside recycling bins, paper collection, discounted compost bins and provide posters and pamphlets
Waitakere College Environmental Group	Ytak & U can recycle	Offer Council kerbside recycling bins and recycling symbols.

Table 2: Non-funded Council support for Waste-Not fund applicants

BACKGROUND

- The Waste-Not Fund is resourced through an increase in refuse collection charges of 25 cents per bag, 5 cents of which is allocated for waste minimisation initiatives. The inaugural round of applications opened on 7 March 2008 and closed on 1 May 2008. 35 applications were received on time, of which 32 were eligible for consideration under the Waste-Not funding guidelines and criteria. 1 application was received late and was therefore not considered. Applications were scored on a weighted criteria system by the Strategic Partnerships Advisor: Environmental, the Solid Waste Engineer and the Project Manager Cleaner Production. These scores were then provided with recommendations to the Waste-Not Panel for their decision.
- The Waste-Not Panel was appointed at the Finance and Operational Performance Committee meeting held on Monday, 10 December 2007, where it was resolved:
 - That the Waste-Not Fund Development report be received.*
 - That Councillors Hulse, Battersby and Neeson be delegated the authority to confirm the Waste-Not funding criteria, eligibility and exclusions, and approve fund applications up to the sum of \$100,000 in any one financial year according to the agreed criteria.*

DECISION MAKING

3. Decision making for the Waste-Not funding allocations was based on the Waste-Not guidelines and criteria approved by the Waste-Not Panel and advertised with the fund. A summary of the criteria against which the applications were scored is shown below;
 - a) **Waste Minimisation** 40% weighting
Projects must seek to minimise solid waste to landfill in Waitakere City. Projects that can quantify results that will divert higher volumes of waste from landfills will be assessed more favourably.
 - b) **Community Awareness and Participation** 15% weighting
Projects that heighten community knowledge, promote active involvement in waste minimisation and encourage behaviour change. Projects which not only involve the community but are run by the community will be assessed more favourably.
 - c) **Innovation** 10% weighting
Projects that develop or provide an entirely new product, technology or service to an area, community or business sector that did not previously exist.
 - d) **Sustainability** 20% weighting
Projects that are transferable, replicable, cost-effective, self-sustaining and likely to succeed.
 - e) **Strategic Alignment** 15% weighting
Projects that are consistent with Council's solid waste management plan.

Issues

4. The 35 applications received by the closing date requested a total of \$276,369.72. When a fund is oversubscribed like this the issue of whether it is more effective to allocate significant portions of funding to a small selection of applicants, or to give a larger number of applicants smaller funding amounts should be considered. Applications were considered solely on their merit as stand-alone projects, and in this instance those which scored highest in the criteria, and which have been determined for receiving allocation of funding provide a good cross-section of sectors; schools, businesses, community groups and individuals, and funding amounts; ranging from \$324 to \$18,040.
5. Only a small number of the applications received were able to quantify the anticipated reduction in waste to landfill as a result of their projects, therefore assessment and scoring was based on each project's potential to minimise waste to landfill.
6. A number of business applications received did not adhere to the Waste-Not funding guidelines which exclude operating costs for businesses, for example subsidising wages for employees. In such instances, the fund will only cover up to 75% of capital costs. In those cases an eligible funding amount was calculated based on the guidelines.

STRATEGIC CONTEXT

7. The Council's Zero Waste strategic goal is to turn waste into useful resources to the greatest extent possible and to minimise waste to landfill. The "Solid Waste Management Plan 2005: Zeroing in on Waste" anticipated the establishment of a community initiatives grant or fund to encourage the community to find ways to reduce waste.

CONSULTATION

8. Scoring of applications to the Waste-Not fund was made by a Council team including the Strategic Partnerships Advisor, the Solid Waste Engineer and the Project Manager Cleaner Production.
9. Where other Council officers may have had an interest in an application they have been consulted. For example, the Strategic Advisor: Sustainability Initiatives was consulted on applications that may have Climate Change implications.

RESOURCES

10. Through the allocated 5 cents on refuse collection the fund is estimated to grow to \$100,000 annually. Therefore allocations are recommended within this amount.

IMPLEMENTATION ISSUES

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

Report prepared by: Kelly Taylor, Strategic Partnerships Advisor: Environmental.



12 RUGBY WORLD CUP 2011

GLOSSARY

Rugby World Cup 2011	(RWC2011)
Regional Sustainable Development Forum	(RSDF)
Rugby New Zealand 2011 Limited	(RNZ2011)
Long Term Council Community Plan	(LTCCP)

EXECUTIVE SUMMARY

The purpose of this report is to advise the Finance and Operational Performance Committee of the types of plans and projects proposed for the Rugby World Cup 2011 (RWC2011) at both a local and regional level. (Note that \$85,000 for regional projects has been included in the Annual Plan for 2008/2009).

A full programme of the projects and services that will be required to successfully stage and maximise the long term benefit of the RWC2011 for Waitakere is being developed and will be brought to Council for consideration and incorporation into the Long Term Council Community Plan (LTCCP) if approved.

It is envisaged that there will be costs related to:

- Preparing the City to cope with additional visitors. This may include enhancement in service delivery such as street cleaning, parks maintenance and waste collection.
- Traffic and transport management, emergency management contingencies, and asset preparation and reinstatement (e.g. Douglas Track and Field).
- Showcasing Waitakere and leveraging returns for business and the community. This may include the delivery of mass participation, free public celebrations and business investment and trade programmes.

Consideration is being given to which activities/projects can be reprioritised within existing programmes and which activities/projects may require additional funding provision.

A region-wide programme of activity, including initiatives such as visitor information and capital expenditure planning (e.g. roading), will also come to Council for approval as part of the LTCCP process. Other Auckland local authorities have also indicated in principle support for regional projects, but subject to LTCCP approval.

The Regional Steering Group, which includes Waitakere representatives, and the Chief Executive Officers' Forum agree that in the absence of a single regional entity to be the primary negotiator/contracting entity for the delivery of regional activities a multi-party Heads of Agreement be entered into in respect of activities around the staging of the finals and semi-finals (including training venues) since RWC2011 is thought to be largely committed to holding all of those games in Auckland. This agreement needs to be finalised in conditional form by mid-July 2008. The region is also required, by mid-July 2008, to make its bid for bronze and quarter final round matches (including training venues).

RECOMMENDATIONS

It is recommended that the Finance and Operational Performance Committee resolve to:

1. **Receive** the Rugby World Cup 2011 report.
2. **Note** that the Rugby World Cup 2011 will have an impact on budgets from 2009/2010 to 2011/2012 and that those budgets will be deliberated upon through the 2009-2019 Long Term Council Community Plan review.
3. **Approve** the proposed approach to a multi-party Heads of Agreement with Rugby New Zealand 2011 Limited, on the basis that any agreement which might commit the Council to expenditure of funds is made subject to a condition requiring approval of that funding through the Long Term Council Community Plan process.

BACKGROUND

1. RWC2011 will take place in September and October 2011 with the final game to be held at Eden Park over Labour Weekend. RWC2011 will deliver strong economic benefits to the region and will put Auckland on an international stage, broadcasting to a global audience. The delivery of RWC2011 is much broader than just Eden Park and will involve the activation of the whole region and promotion of Auckland as a vibrant and sophisticated region. RWC2011 has been included in the draft One Plan as a signature project and the Regional Sustainable Development Forum (RSDF) provides the venue for decision-making at that level.
2. The vision, outcomes and actions for RWC2011 are broadly:
 - Maximise economic return for the region;

- Assist in delivery of the “Auckland” experience;
- Leave a positive legacy for all Aucklanders;
- Maintain service levels during the event;
- Enhance Waitakere/Auckland’s reputation as an event friendly City/region;
- Develop and enhance regional cohesion around major events.

DECISION MAKING

Issues

3. Infrastructure, services and operations for RWC2011 will be delivered by a wide variety of organisations, including Rugby New Zealand 2011 Limited (RNZ2011), the joint venture partnership between Central Government and the New Zealand Rugby Union, regional, city and district councils, tourism agencies and commercial organisations.
4. In mid-July 2008, the Auckland region will be required to submit a bid to RZN2011 as part of the Match and Team Allocation process. In this process, regions will bid for the right to host RWC2011 matches and act as host locations for training bases and other lead-up activities. While it is certain that Eden Park will host the RWC2011 final, and likely the semi-finals as well, the other components of the scheduling and team hosting are all open to the bid process, and strong competition is likely from other regions.
- A21-A26* 5. Work has commenced to identify potential RWC2011 operational and capital expenditure requirements. In addition, proposed regional projects have been identified and a report will be presented to the next meeting of the RSDF, on 11 July 2008. A copy of the report presented to RSDF on 27 June 2008 is attached for information at pages A21 to A26. Once again, any funding required from this City for regional projects will be subject to approval through the LTCCP process.
6. Key regional projects identified are:
 - **Destination Marketing and Visitor Services:** includes destination marketing in the lead-up to the tournament and visitor services during the tournament;
 - **Economic Development:** includes projects to maximise the benefits for the region including local procurement, international partnerships and skills and training, as well as ensuring regional businesses are prepared and informed of the event impacts;
 - **Communications:** consistent resourcing, messaging and collateral for the event;
 - **Presentation and theming (e.g. banners):** ensuring a consistent look and feel across the region for the event, including coordinated procurement opportunities;
 - **Regional GIS Mapping:** creation of a central portal for mapping requirements and the ability to share information across the region during the planning of the event and as a long-term legacy;
 - **Regional event research:** includes monitoring and measurement of economic impact, transport and travel information, satisfaction research, media and communications and post-event research to measure the longer term benefits for the region;
 - **Environmental sustainability programme:** sustainability is the key theme for the event and the programme provides the region with an opportunity to showcase local sustainability initiatives.

7. For this City, Council officers have held a number of workshops and studies of the likely requirements and areas of spending which will be required to be undertaken prior to RWC2011. Examples of some of those capital projects are:

Universal Drive Extension Stage II	(2008/2009)
Henderson Park n' Ride	(2009/2010)
Central Park Drive Extension	(2009/2010)
Road Maintenance	(2009/2010)
Lincoln Road Interchange	(2009/2010)
Sunnyvale Park n' Ride	(2011/2012)
8. As well as supporting the successful delivery of RWC2011, these projects will provide long-term outcomes for Waitakere, particularly in the area of improved passenger transport and roading infrastructure.
9. Other projects for consideration are:
 - Preparation of training venue/s for international teams;
 - Public space upgrades.
10. Training venues that reach the standard required by the International Rugby Board are essential to tournament success. Provision of training facilities will also determine the allocation of international teams across New Zealand. It is intended that any capital funding commitment by Council for training venues must be able to clearly demonstrate a long-term legacy benefit for the whole community.
11. In the operational area it is envisaged that there will be costs related to:
 - Preparing the City to cope with additional visitors. This may include enhancement in service delivery such as cleaning and waste management.
 - Traffic and transport management, communications and media services, emergency management, and community engagement.
 - Showcasing Waitakere and the Auckland region and leveraging returns for the city and community. This may include the delivery of free participation celebrations, dressing the City, business investment and trade programmes.
12. Detail around these operational requirements is currently being scoped, with attention given to what activities/projects can be reprioritised within existing programmes and what activities/projects may require additional funding provision from 2009/2010 to 2011/2012. However, below are some examples of activities that may be undertaken:
 - Extra security around transport hubs;
 - City Ambassador programme;
 - Live sites;
 - Free shuttle buses from transport hubs to public training sessions and live site(s);
 - Additional cleaning (berms, footpaths, public spaces etc);
 - Community engagement programmes (e.g. "Adopt a team").

13. RNZ2011's intention is to establish contracts for each phase of the tournament. A "Venue Agreement" is proposed to be established between RNZ2011 and each venue and a "Host Region Agreement" is proposed between RNZ2011 and a local authority in each host region. In Auckland's case this is complicated by the number of territorial local authorities and other parties which together make up the "host region" (e.g. trusts that own and manage some venues). This presents obvious challenges around determining a primary contracting partner for the Auckland region. It is therefore recommended that Waitakere be a party to a multi-party agreement with RNZ2011 to assist RNZ2011 to deliver RWC2011. The agreement will be developed in a manner which ensures that each individual council is liable only for delivery of the works and activity that it has agreed to provide (i.e. what they have committed to through the LTCCP) and will not be responsible if another council fails to deliver what it has promised.

Consideration of Community Views

14. No consultation has been undertaken with the community on their support of Council's involvement in RWC2011. That opportunity will arise during consultation on the LTCCP.

STRATEGIC CONTEXT

15. The successful delivery of a mega-event such as the RWC2011 can positively contribute to a number of priority areas including economic and town centre development, creating a "fun", vibrant City and increased use and awareness of passenger transport,

CONSULTATION

16. No formal consultation has been undertaken with the community at this stage.
17. A number of internal workshops, including with Councillors, have been held to scope the size and scale of Council's contribution to the overall delivery of RWC2011.
18. Discussions have also been held with The Trusts Stadium, who will form an integral part of the regional bid.

RESOURCES

19. Council officers are involved in cross-regional working groups tasked with delivery specific parts of the RWC2011.
20. The Long Term Council Community Plan and Annual Plan Committee committed \$85,000 to fund regional activities (such as an economic impact assessment) in 2008/2009. Financial implications for "other years" will be fully reported through the LTCCP process.

IMPLEMENTATION ISSUES

21. Any decisions made by the Council will have implementation issues around level of involvement with the RWC2011 and will be reported upon during the LTCCP process.

Report prepared by: Wally Thomas, Director: Public Affairs and Barbara Cade, City Events Manager.



PART E - REPORTS FROM THE SUBCOMMITTEES

13 TENDERS SUBCOMMITTEE

THE SUBCOMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON FRIDAY, 30 MAY 2008 AND FRIDAY, 13 JUNE 2008

MATTERS CONSIDERED

A27-A37

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 A27 to A37.

The Subcommittee Recommends:

That the Meeting report of the Tenders Subcommittee held on Friday, 30 May 2008 and Friday, 13 June 2008 be received.

RI CLOW
CHAIRMAN



14 CREATIVE COMMUNITIES SCHEME ALLOCATION SUBCOMMITTEE

THE SUBCOMMITTEE SUBMITS THE FOLLOWING REPORTS OF ITS MEETINGS HELD ON TUESDAY, 3 JUNE 2008 AND RECONVENED ON THURSDAY, 12 JUNE 2008

1 CREATIVE COMMUNITIES SCHEME ALLOCATION – SECOND ROUND 2007/2008

The Subcommittee recommends to the Finance and Operational Performance Committee:

- a) Raising of the maximum amount that can be applied for under the \$5,000 allocation that the Waitakere Central Community Arts Council and Titirangi Community Arts Council manage, from \$500 to \$750 per application.
- b) The 2007/2008 Second Round Creative Communities Scheme Allocation funding as set out below, be approved:

App No	Applicant	Funds Requested	Funds Allocated
825	WEST AUCKLAND MENTAL HEALTH SUPPORT TRUST	739.00	739.00
827	STARFISH	1,964.45	1,964.45
829	ANTIQUÉ FABRIC & LACE -Anzac Day 2009 exhibition	3,786.10	0.00
830	ANTIQUÉ FABRIC & LACE - Cemetary photography	1,675.00	0.00
832	PACIFIC CULTURE & ART EXCHANGE CENTRE	1396.00	1,396.00

App No	Applicant	Funds Requested	Funds Allocated
839	ROYAL ROAD PRIMARY SCHOOL	5,000.00	4,200.00
841	CHINESE NEW SETTLERS SERVICES TRUST	2,982.85	2,200.00
843	LOPDELL HOUSE SOCIETY	4,400.00	3,400.00
844	NGA KAKANO O TE KAIHANGA TRUST	4,259.59	0.00
845	WAITAKERE ARTS & CULTURAL DEV TRUST	2,710.00	2,200.00
847	TITIRANGI COMMUNITY ARTS COUNCIL	3,950.40	2,450.40
848	PRIMAL YOUTH TRUST	1,543.00	1,543.00
849	FILIPINO SOCIETY INC	5,000.00	3,800.00
854	WAITAKERE CITY ORCHESTRA	4,083.00	4,000.00
855	Y Goh	5,000.00	4,000.00
857	J S Bradshaw	5,000.00	4,000.00
858	MCCAHOON HOUSE TRUST	764.45	0.00
859	P Whitehead	2,000.00	2,000.00
860	M Toms	5,000.00	4,000.00
861	M Turner	1,587.00	1,587.00
863	TOI ORA LIVE ART TRUST	3,193.00	2,722.19
864	LATINZ CULTURAL TRUST	1,802.40	1,802.40
865	N Z NICHE IMAGES	5,000.00	0.00
867	D M Sarten	4,862.78	3,949.60
868	OPERATUNITY CLASS ACT OPERA	5,000.00	4,000.00
869	FLICKS @ TITIRANGI	3,515.60	3,100.00
851	A C Neshama		0.00
856	GLEN EDEN TAGATA MATUTUA		0.00
866	LATINZ CULTURAL TRUST		0.00
	TOTAL	87,610.62	59,054.04

2 OTHER MATTERS CONSIDERED

A38-A43

The Subcommittee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meetings held on Tuesday, 3 June 2008 and reconvened on Thursday, 12 June 2008 are attached at pages A38 to A43.

The Subcommittee Recommends:

That the Meeting report of the Creative Scheme Allocation Subcommittee held on Tuesday, 3 June 2008 and reconvened on Thursday, 12 June 2008 be received.

AK CORBAN, OBE, JP
CHAIRMAN



PART F - PUBLIC EXCLUDED MATTERS

15 DELTA AVENUE, NEW LYNN – ACQUISITION OF LAND FOR A FUTURE PROPERTY DEVELOPMENT

16 TE ATATU PENINSULA – ACQUISITION OF LAND FOR FUTURE PROPERTY DEVELOPMENT

These items will be considered in the Confidential Supplement of the agenda, and has been circulated to members separately with this agenda.

PROCEDURAL MOTION TO EXCLUDE THE PUBLIC

That the public be excluded from the following parts of the proceedings of this meeting, namely, Delta Avenue, New Lynn – Acquisition of Land for a Future Property Development and Te Atatu Peninsula – Acquisition of Land for Future Property Development.

The general subject of the matters to be considered while the public is excluded, the reasons for passing this resolution in relation to each of the matters and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of the matters to be considered.	Reason for passing this resolution in relation to the matters.	Grounds under Section 48(1)(a) for the passing of this resolution.
Delta Avenue, New Lynn - Acquisition of Land for a Future Property Development	The withholding of information is necessary in order to: <ul style="list-style-type: none"> • Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). 	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.
Te Atatu Peninsula - Acquisition of Land for a Future Property Development		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 7(2)(i) of that Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public as follows:

- *These reports contain information which if released could affect the Council's negotiations.*

