



## NOTICE OF MEETING

# PROJECTS SPECIAL COMMITTEE

I hereby give notice that an Ordinary Meeting of the Projects Special Committee will be held on:-

**DATE:**        **Wednesday, 2 October 2002**                      **TIME:**                      **9.30 am**

**VENUE:**        **Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City**

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

26 September 2002

N Delamere  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8552

### **MEMBERSHIP:**

Councillors	RP	Dallow, QPM, JP (Chairperson)
	JP	Lawley (Deputy Chairperson)
	DQ	Battersby, JP
	BA	Brady, JP
	JM	Clews, QSO, JP
	AC	Fenton
	GW	Russell

Mayor, Bob Harvey, QSO, JP (ex officio)

Deputy Mayor, CA Stone (ex officio)

(Quorum 4 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 AN ORDINARY MEETING OF THE PROJECTS SPECIAL COMMITTEE  
TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,  
WAITAKERE CITY, ON WEDNESDAY, 2 OCTOBER 2002  
COMMENCING AT 9.30 AM.**

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**1 APOLOGIES**



**2 URGENT BUSINESS**

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

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

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

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



**3 CONFIRMATION OF MINUTES**

Ordinary - Wednesday, 4 September 2002

**RECOMMENDATION**

That the minutes of the Ordinary Meeting of the Projects Special Committee held on Wednesday, 4 September 2002, as circulated, be taken as read and now be confirmed.



**4 HERITAGE BUILDINGS: 2002/2003 WORK PROGRAMME UPDATE**

**PURPOSE OF THE REPORT**

This report updates the Projects Special Committee on funding and operational issues around the heritage buildings owned by the City.

**BACKGROUND**

Council owns a number of properties around the City where a predominant goal of ownership is to ensure that heritage buildings and heritage values are retained. Some of these buildings provide particular challenges in their management due to the nature of buildings, their age and condition, and lack of clear end use.

Council is currently exploring purchase of Old New Lynn Hotel. This has been included in this report on the expectation of Council's ongoing interest.

**STRATEGIC CONTEXT**

Waitakere City is well known for the quality of its natural heritage, but it also has a built heritage that reflects the history of the people who have lived in the City. Maintaining and making this built heritage accessible is important for the sense of identity for those who live in the City today as well as for future generations.

A heritage strategy is being developed in the current financial year. This is expected to be drafted for review by Council by December 2002, with a view to seeking consultation on any flagged issues as part of the 2003 Annual Budget process. It is expected that this will set the strategic framework for the management of heritage properties, the goals that Council hopes to achieve, and a framework for acquisition divestment, leasing and ongoing usage.

The work programme set out below was planned to match the budget availability as set out in the 2002/2003 budget planning process, other than where specific issues have arisen since then or additional information has arisen.

**ISSUES**

**Work Programme 2002/2003**

The table below sets out the current work programme and specific operational issues.

Building	Work Programme	Operational Issues	Planned Start Date
McLeod Cottage	Council's purchase of the property is subject to the owner successfully gaining a resource consent.	Once purchased, work programme will consist of preparation for move and physical move to a storage site. Long term future use of site for the building is yet to be agreed.	In progress
Colin McCahon's House	Health & Safety audit report and minor works that result from any recommendations.	A Heritage Report has been undertaken for this building. We are currently reviewing this alongside the proposed work programme to ensure works do not detract from any heritage values.	To be agreed

Building	Work Programme	Operational Issues	Planned Start Date
Old New Lynn Hotel	Council currently negotiating for purchase of the property. A range of options under consideration.	Due to retirement of Mr Wakefield negotiations on this property have been transferred to Council's legal advisors. A verbal update may be available on the date of the Committee meeting.	To be agreed
Lopdell House	2002/2003 budget based upon : repaint of stairs and floor. Partial re-roof, disabled access arrangements, minor electrical work, carpet replacement.	The Lopdell House working group is a cross-council grouping of staff and elected members who are currently reviewing Lopdell House and the associated precinct. Details of the work programme will be finalised by review with that group. Councillor Lawley is the elected representative on that group.	To be arranged
	Restaurant tenant has recently relinquished the lease, as a result of the business becoming uneconomic. Work programme to make good and prepare for any future tenant currently under investigation.	Lopdell House working group has a role of advising on any future uses and tenants.	October 2002
Sexton's House	Kitchen renewal and switchboard replacement.		December 2002
Herald Island Fire Station	Removal of fire tower.	Requirement of Environment Court decision.	November 2002
Corban Estate Homestead	Repaint exterior.	Extent of repainting and any work in wake of preparation for it will be limited to the available budget.	October 2002
Corban Estate	Significant stormwater problem has been identified within the last two months as a result of investigation of slumping/erosion on the stream bank. Subsequent CCTV investigation of the storm-water pipe indicates remedial work may require expenditure of the order \$40-50,000.	Significant unbudgeted item.	January 2003
Glenview Road House	Kitchen refurbishment.		December 2002
St Michael's Church	No current work programme, no budget 2002/03.	Henderson Heritage Trust currently investigating taking ownership of this building and its restoration and possible re-siting.	
Chapel of Faith in the Oaks	Leased by Trust who are responsible for maintenance. No works programmed by Council.		
Falls Hotel	Leased by Trust who are responsible for maintenance. No works programmed by Council.		

Building	Work Programme	Operational Issues	Planned Start Date
Glen Eden Railway Station	Owned by Council, leased by Trust who are responsible for maintenance. No works programmed by Council.		
Herald Island Post Office	Currently leased by Herald Island Resident & Ratepayers. No works programmed by Council.		
Mill Cottage	Leased by a Trust, maintained by Council. No works programmed by Council.		
Old Kiln - Ambrico Place	No current leaseholder, currently mainly used for storage. No planned work programme by Council.		
Tui Glen Motor Camp	No specific work programme. Main activity and call on funds is repairs in wake of vandalism and security.	Awaiting finalisation of the Reserve Management Plan then long-term use of the buildings can be determined.	
Ex Massey CAB	Work programme mainly consists of re-roof.	Short-term leaseholder in place. Long-term usage to be agreed.	January 2003
19 Longbush Road, Brick Villa	No specific work programme. Currently exploring possible options for usage and leaseholders.		
Ockelston House, Hobsonville	Currently owned by Council, managed by Waitakere Properties. All costs associated with its relocation are expected to be covered by Transit New Zealand as part of the Resource Consent for their designation.	The property has been identified as having "heritage" values but is not currently designated in the District plan.	

**Table 1: Current Work Programme and Specific Operational Issues**

### Budget

The 2002/2003 approved budget for these buildings is set out below:

Funding	Current Projects	Budget
Funded from capital	McLeod Cottage	16,000
Funded from depreciation	Colin McMahon's House	3,000
Funded from operational	Old New Lynn Hotel	9,500
Funded from depreciation	Lopdell House	80,000
Funded from depreciation	Sexton's House	12,000
Funded from operational	Herald Island Fire Station	3,000
Funded from depreciation	Corban Estate Homestead	70,000
Funded from depreciation	Glenview Road House	10,000
<b>TOTAL</b>		<b>\$203,500</b>
Operational	Insurance	19,570
	Consultancy Services	34,000
	Building Compliance	14,725
	Cleaning	8,000

Funding	Current Projects	Budget
	Power	22,500
	Property Maintenance	36,439
	Rates	5,400
	Response Maintenance	36,600
	Security	11,450
	Water	5,000
	Depreciation	74,500
	Rent	-196,000
<b>TOTAL</b>		<b>\$72,184</b>

Table 2: 2002/2003 Approved Budget

### Some Specific Unbudgeted Items

#### Corban Estate:

Recent discovery of significant stormwater problem - currently expected to cost \$40,000 to \$50,000. This item has not been allowed for in the Annual Plan. Current investigation is underway to determine the likelihood of short term failure of the stream bank. If this is unlikely, the site will be monitored and the remedial works proposed for the 2003/04 Annual Plan. Should the works become more urgent, they will be reported back to Council as part of the half yearly review.

#### Lopdell House:

Current uncertainty about the future usage of the upper floor space is hoped to be clarified shortly. In the meantime, the precaution has been taken of offering to purchase some portion of the previous tenant's chattels, with a view to maximising the opportunities of types of future usage and reduce future entry costs of prospective tenants. If successful, retention of these chattels would be on very good terms to Council and would retain the operational functionality of the rooms for short term leases and occasional users.

### Operational Issues

#### Response Maintenance:

This has always been a challenging service to provide in a planned manner for such a diverse range of properties, which are older and are often on sites that are not always controlled by Council or a tenant. Response maintenance costs are often being incurred as a result of vandalism and the increased "wear and tear" that occurs when there is no clear single tenant. Half of the annual budget has already been incurred in the first two months of the financial year, most of which relates to services on Corban Estate.

#### Management Costs:

Staff costs are managed transparently through the agency of Consultancy Services Business Unit. Again these are difficult to manage to a planned budget due to the reactive nature of a large number of the activities that result from ownership of these buildings. These assets often engender substantial community interest or have unforeseen tenancy management issues that can take up large amounts of staff time.

Rent:

The recent loss of the upstairs tenant for Lopdell House is expected to have a substantial adverse affect on the income. It seems likely that there will be a substantial delay before the ongoing use of the facility is clarified and a suitable tenant is installed in the facility.

**CONCLUSION**

Council's heritage buildings have a limited but focused work programme that is expected to be delivered in the current year. A number of unbudgeted items that Council was unaware of at the start of the financial year have already arisen and are likely to result in a budget shortfall in this area (in the order of \$80,000). This will be quantified and reported to Council as part of the budget review process.

**RECOMMENDATION**

That the information be received.

Report prepared by: Ken Clive, Manager: Consultancy Services.

