

**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, 4 JUNE 2003,
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

Special - Friday, 9 May 2003

RECOMMENDATION

That the minutes of the Special Meeting of the Projects Special Committee held on Friday, 9 May 2003, as circulated, be taken as read and now be confirmed.



4 LIMEBURNERS BAY HERITAGE AREA

PURPOSE OF THE REPORT

The purpose of this report is to update the Projects Special Committee on issues relating to the Limeburners Bay heritage area, and to seek approval for the establishment of appropriate protection measures.

BACKGROUND

The Carder Brothers site in Limeburners Bay is an historic place of considerable heritage value. The site was home to one of Auckland's earliest industrial operations, focussed around the clay industry. Archaeological investigations have identified a number of historic structures on the site, including brick wells, tanks and flues, which clearly identify the importance of this area as an industrial heritage site.

This significance is recognised in the Council's District Plan, which specifically protects the site, and through the provisions of the Historic Places Act. The Council has prepared a draft Conservation Plan to assist in the ongoing protection and preservation of the heritage site.

A1

A plan attached at page A1 indicates the location of Limeburners Bay, and identifies the main heritage site within this area.

STRATEGIC CONTEXT

Protection and management of heritage sites is an important strategic objective of the Council.

The Council has a responsibility to preserve the cultural heritage of Waitakere City, in order to provide a historic context for current and future generations. Existing heritage sites of significance should be afforded adequate protection to ensure their long-term conservation.

ISSUES

In recent times, two potential threats have emerged in relation to the heritage site at Limeburners Bay.

Unauthorised Vehicle Access

The area to the north-east of the main heritage site has become popular with four-wheel drive enthusiasts and off-road motorcycle riders. This activity is giving rise to some concern, as these vehicles may inadvertently damage some of the artefacts that are found throughout this area.

A1

The majority of the land that contains the heritage sites is privately owned. Access to this land is generally gained from the paper road that extends from Scott Road down to the Limeburners Bay foreshore. It is proposed to erect a low barrier and signage at this location to prevent unauthorised access and to advise the public of the historical significance of the area. The location of the paper road and proposed barrier are shown on the plan attached at page A1.

Discussions with the landowner have been held to gain agreement for the establishment of the barrier. At this stage, it appears that the landowner will accept in principle the establishment of a barrier at this location, subject to consideration of the specific location and design of the structure. A final design of the barrier has yet to be developed.

It is anticipated that the establishment of the barrier and the signage can be completed in the near future.

Subdivision

A2

Council has recently issued a subdivision consent for land immediately to the west of the historic site. A plan of the subdivision is attached to this report attached at page A2. The subdivision consent provides for the development of one of the last remaining blocks of residential land within the local area.

Given the proximity of the subdivision to the heritage site, the Council has taken steps to ensure that the historic remains will not be disturbed in any way by the development works that are proposed in the surrounding area. In order to achieve this, the Council required that the plan of subdivision was amended by realigning the boundary of the proposed reserve (lot 101 on the subdivision plan) to the extent that all known artefacts will be contained within either existing or proposed reserve.

In addition, the Council has required that protective covenants be registered on the titles of proposed lots 69, 72 and 76 to preserve the existing vegetation that covers the historic site and the surrounding land. The land subject to restrictive covenant is identified on the subdivision plan. The effect of this restriction will be to confine future dwellings to building platforms that are well removed from the historic site. No development work or site modification can occur in the covenanted area on each site. This will provide an effective buffer around the known historic remains, sufficient to preserve the site even if it were subsequently determined that the historic remains extend significantly further than is currently recorded through archaeological survey.

RESOURCES

It is estimated that the establishment of a vehicle barrier and signage would be completed for less than \$5,000.

Funding for heritage protection works at Limeburners Bay was previously approved by the Council at its meeting of 25 July 2001, on the basis that the works would only be established if there was a demonstrated need. The resolution was as follows:

- “2. *That the Council undertake to fund security fencing and other protection works at the Carder Brothers Heritage Site, at Limeburners Bay, Hobsonville, on an interim basis from short term borrowing which will be repaid from the Transit New Zealand Heritage Fund when received.*”

1727/2001

However, the relatively low cost of the works currently proposed mean that they can be accommodated within existing budgets that will not be fully spent within the current financial year. It will therefore not be necessary to raise the money separately through a loan.

It is proposed that the works would be completed using unspent funds in the 'Street Lighting Main Street Development' budget. Expenditure from this budget was reliant on a joint funding approach with United Networks that has not occurred within the current financial year. Sufficient funds are available from this source to establish the barrier and signage.

No other unbudgeted resources are required.

CONCLUSION

Two potential threats have been identified in relation to the Limeburners Bay heritage site, being subdivision of adjoining land and unauthorised vehicle access.

Careful consideration of a recent application for subdivision consent has ensured that future residential development in the vicinity will not pose a significant threat to the site. Unauthorised access of vehicles can be controlled through the establishment of a barrier and signage at the main point of access to the land that contains the heritage site.

RECOMMENDATIONS

1. That the information be received.
2. That approval be given for the establishment of an appropriate barrier structure and signage at the southern end of the paper road that leads from Scott Road to the Limeburners Bay foreshore, sufficient to prevent unauthorised access of vehicles into the land containing the Joshua Carder and Carder Brothers heritage sites.
3. That the matter be referred to the Finance and Operational Performance Committee with a request that funding for the barrier and signage be reassigned from proposed savings in the 'Street Lighting Main Street Development' budget.

Report prepared by: Philip Brown, Group Manager: Planning and Community Services.



5 WEST WAVE MARKETING PLAN

PURPOSE OF THE REPORT

The purpose of the report is to update the Projects Special Committee on the status of the West Wave marketing plan.

BACKGROUND

The original Aquatic centre was built for the 1990 Commonwealth Games. Although the City inherited a valuable asset that was heavily used, and was the regional aquatic facility for Auckland, it was basically a competition venue not fully suitable for the more casual leisure demands and expectations placed upon it by the wider community.

This was addressed by the re-development project, which was opened in November 2002 by the Rt Hon. Helen Clark. This redevelopment included the construction of:

- a leisure/wave pool
- a hydro slide
- a remodelled reception area and changing facilities
- a hydrotherapy pool; and
- a new fitness centre

As part of this redevelopment a new position was created within the centre. The purpose of the Project Leader (Programmes and Marketing) position is to develop, implement, market and promote programmes, activities and events at West Wave Aquatic and Recreation Centre that meet the needs of customers and maximises space utilisation and revenue.

At the completion of the redevelopment the centre was rebranded as West Wave and is now the major recreation and leisure attraction in Waitakere City. West Wave is a community facility, which caters for a broad range of user groups through both casual use and programmed activities. In addition to this the centre has in excess of 1400 members.

The centre is also "home" to two local swimming clubs, one masters swimming club, two water polo clubs, one multi sport club, one diving club, and New Zealand's first Water Polo Academy.

Following the chlorine incident, which occurred on 23 November 2002, the Centre was immediately evacuated and subsequently closed. Evacuation of the facility was also required following a further chlorine incident that occurred on 11 February 2003, although the Centre was fully operational again within 12 hours of the incident.

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.

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

West Wave Aquatic Centre is a public facility that provides a safe and enjoyable venue for people to relax and play, linking into two of Council's strategic platforms, namely Urban & Rural Villages and Strong Communities. A key consideration for the facility is the level of use by the community.

Maintaining a high level of safe community use will ensure that, via this facility, Council is able to meet its commitments in respect of four of its priorities (Sustainable Development; First Call for Children; Safe City; Lifelong Learning).

ISSUES

A broad based marketing plan has been implemented utilising a variety of media in order to effectively reach the centres key target markets. The components of this plan are as follows:

Marketing Objectives:

- to position West Wave as a safe, family friendly recreation option of choice;
- to maximise patronage and related revenue streams;
- to ensure the public perceives West Wave as a high quality and safe leisure option;
- to raise public awareness of the affordable nature of the facilities;
- to increase facility use during off peak times, through bundled services and products;
- to increase the use of the facility by youth (aged 13-18 years).

Strengths:

- West Wave Aquatic Centre has many established user groups and members who continue to frequent the complex;
- ACC PoolSafe award (logo in all advertising and throughout the facility);
- High quality of product, with state of the art facilities and qualified and skilled staff;
- High quality filtration and disinfection means a more healthy environment for clients;
- Facilities are demonstrably better than those of our competitors;
- A significantly cheaper family option when compared to other leisure facilities and activities.

Target Markets:

- All Waitakere City residents, with a particular emphasis placed on those within 10km of the Aquatic Centre;
- Existing facility users;
- Parents of children aged 0-12 years, particular emphasis on mothers;
- High youth emphasis (particular emphasis on those currently not attending, 13-18 years age group).

Action Programmes:

A number of specific targeted campaigns have been implemented to increase the patronage of the facility and improve the level of service provided. These have included:

- Cinema advertising within Waitakere City;
- Targeting of tourist groups via specific media;
- Superdocket advertising throughout Auckland;
- Youth events (re-introduction of Splashnight);
- Direct Marketing to school, clubs and businesses;
- Mall marketing within Westfield West City;
- Off peak product bundling;
- Added value and branding campaigns in local media (Western Leader, West Weekly);
- Water Safety pilot (in conjunction with Watersafe Auckland);
- New service development (such as hydrotherapy);
- Implementation of a comprehensive customer retention and feedback scheme;
- Co-promotion with Waitakere based McDonalds restaurants.

Results:

A number of extenuating circumstances (including the 2 chlorine incidents) and the planned maintenance shutdown have had a significant impact on public perception.

However, there is little doubt that increased marketing, publicity and promotion reduced this impact and has contributed to an 83% increase in overall attendance (3rd Quarter 2002/2003).

The areas of the facility which have been largely unaffected by the above are the Swim School and the Fitness Centre.

Swim School:

The Swim School has been performing well against the financial model. The financial model forecast \$220,000 in income for nine months of operation. At the end of the 2002/2003 financial year the Swim School will have been operating for seven months with a projected income of \$182,000 against a pro rata expectation of \$172,000.

Fitness Centre:

The Fitness Centre opened in July 2002 and was forecast to turn over \$250,000 in its first full year. The current forecast, for year ending 30 June 2003 is for turnover of \$334,000, or 33% above that projected.

Customer Satisfaction Surveys:

The overall centre has been performing well in customer satisfaction surveys conducted to date. The latest survey conducted in the April school holidays found the following:

- that 100% of respondents would come to West Wave again;
- that 100% of respondents would recommend West Wave to others.

Overall Attendance:

The 3rd quarter (January, February, March) for the 2002/2003 financial year has provided the longest period of uninterrupted service since the opening of the redevelopment, with the complex being fully open for all but the first two weeks. During this quarter the centre had in excess of 125,000 visits over the 11-week period. When extrapolated out to 13 weeks (to include the two weeks where the facility was closed due to the first chlorine incident), it would give an attendance of approximately 148,000 visits. For the same quarter in the 2001/2002 financial year the Aquatic Centre had 80,440 visits. The comparative increase in attendance is approximately 67,560 visits or 83%. Whilst the two years are not directly comparable, this does give a clear indication of the significant increase in overall users of the facility.

In addition, the 2001/2002 third quarter attendance made up 26.8% of that year's total visits. Applied to a full uninterrupted financial year in the redeveloped facility total visits could be expected to reach 552,000. This represents an improvement of approximately 200,000 visits (or 57%) over the previous best attendance of 352,265 in the 1996/1997 financial year.

Future Directions:

The same broad based marketing strategy is planned for the 2003/2004 financial year, to build on the excellent results that have been achieved to date. There will be some minor changes to the marketing mix, and the types of media that are utilised. The centre will work collaboratively with a number of organisations (McDonalds, Waitakere Libraries and Mai FM) to target youth for the promotion of the facility.

RESOURCES

Funding of \$110,000 and staff time (Project Leader, Programmes and Marketing) have been included in the Draft 2003/2004 Annual Plan to develop and implement the West Wave marketing plan further.

CONCLUSION

West Wave Aquatic Centre has had an excellent year in providing unique and innovative services and programmes for a broad range of user groups through both casual use and programmed activities such as Aqua Aerobics, Fitness Squad, Learn to Swim, Water Safety, Water Walking, Kayaking and much more.

A broad based marketing plan has been implemented utilising a variety of media in order to effectively reach the Centre's key target markets.

In the areas where the impact of the marketing plan can be accurately gauged, these being the Fitness Centre and the Swim School, the plan has been demonstrably successful with these areas performing above the expectations set down in the financial model.

In the 2003/2004 financial year West Wave will implement a refined version of the same broad based marketing plan, to build on the 2002/2003 results.

RECOMMENDATION

That the information be received.

Report prepared by: Paul Evans, Project Leader (Programmes and Marketing).



6 AQUATIC CENTRE OPERATIONAL REPORT

PURPOSE

The purpose of this report is to evaluate the decision to upgrade the Aquatic Centre and to review the current operation against those factors that triggered the decision. It is particularly relevant now to evaluate this decision as one of those factors being the forecasted financial plan for the new facility has proven to be unachievable.

INTRODUCTION

Strategic Perspective

The report to the Community Facilities and Recreation Committee in July 1999 identified 3 key strategic goals that could be achieved with the upgrade of the Aquatic Centre. These are:

1. *The relationship with other projects "...linkages it has to other projects in Henderson such as Indoor Stadium, Henderson Creek Corridor..."*
2. *the regeneration of Henderson city centre "This project is part of the larger picture being developed which could consolidate Henderson as a major activity centre and build on strengths, such as West City Shopping Centre..."*
3. *build better and healthier communities "The benefits of leisure & recreational activities are well accepted as having positive effect on communities...from improved health, reflect favourably on levels of illness and safer city policies, as well as the enhancement of city's image and prestige".*

Taking a broader strategic perspective the report also highlighted 2 key issues, which were identified from initial community consultation. These are:

- **Youth** - an increasing need for activities in youth orientated locations as a significant number of our population is under 20 years of age;
- **Community** - there is a need to recreate a sense of community, to cater for an aging population, and to support the volunteers sector.

These issues and the key objectives above were relevant in 1999 and are still relevant today.

BACKGROUND

Council had set down a strategic objective for leisure and recreation in the city back in 1997. The strategic options were initially considered by the Leisure Establishment Special Committee. In October 1999 the Community Facilities & Recreation Committee (CFARC) endorsed the concept of a lifestyle pool for the aquatic centre on the basis that it met Council's strategic objectives for leisure in the city.

Reasons for the Aquatic Centre Development

The original complex was specifically constructed to provide an international competitive facility for the 1990 Commonwealth Games. Since these games, the pool had not been developed further to meet the growing recreational fitness demands of the general public. This was reflected in the high club sports use of the facility with recreational swimming being catered for on a limited basis within the confines of the existing facilities. This sector of the market was often disrupted due to competition which closed the complex to all recreational and fitness users.

It was recognised through customer surveys that the old centre was not capable of serving the needs of the wider community due to lack of appropriate facilities.

Financially the original complex was not sustainable. Due to the aging of the facility and increasing operating costs the centre would require a 10% price and usage increase per annum over five years to reach a break-even point. This was unachievable as existing capacity could not support increased usage.

It was clearly identified that the development of the Aquatic Centre was necessary if Council was to achieve any of its strategic goals.

Decision Triggers for the New Aquatic Centre Development

In evaluating the strategic options a number of considerations, including social and financial impacts were taken into account before approval was given for this project to proceed. (These are detailed in the Community Facilities and Recreation Committee report of October 1999).

The option selected for new facility focussed around the concept of a lifestyle pool, which was a complex appealing to a broader cross section of the community for a longer time span. This included leisure facilities, fitness activities, rehabilitation programmes, socialising and holistic health programmes. The focus on a lifestyle pool was primarily driven by trends in New Zealand and overseas for catering to peoples demand for greater flexibility and assist in satisfying health and fitness recreational needs.

Non Financial

Social benefits from improved health impact favourably on levels of well-being within the City and also contribute to the implementation of the safe city policies regarding water. Other benefits include the enhancement of the city's image and prestige. As the new development focussed on attracting a broader cross section of the community there was also significant potential for the project to draw more people into the Henderson Town Centre and to go some way towards achieving strategic objectives for a sense of community.

Financial

The financial objectives of the new development were to improve financial viability and to improve the alignment with the Funding Policy with user charges covering operational costs. *"The project has the potential to substantially reduce the level of rate funding required to operate the facility"* (CFARC Agenda 13 October 1999).

A significant driver of the financial model was the revenue taken from casual admittances. The assumptions providing the basis for this model were presented at that Community Facilities and Recreation Committee meeting of 13 October 1999. These are summarised as follows:

Admittance revenue from casual users was calculated by taking Waitakere City population at the time and multiplying it by an attendance factor as follows:

Details	2002/2003	2003/2004
Multiplier "within 15kms" (visits)	5.00	5.00
Multiplier "outside 15 kms" (visits)	2.50	2.50
Population within 15 kms	110,000	111,760
Population outside 15 kms	70,000	71,120
Expected Visits	725,000	736,600

"A conservative number has been deliberately used to reduce the margin for error in the overall projected revenue..." (CFARC Agenda 13 October 1999).

This projection was optimistic and it would appear that there was no "reality check" on the results of the calculations. When we consider the existing pool saw approximately 200,000 visitors maximum in a given year under the existing operation, it would have been appropriate to review the forecast of almost triple this number with caution. The assumption that every person within a 15 km radius would visit five times a year was benchmarked against other facilities throughout New Zealand. However, a face value benchmarking ignores regional factors such as competition and natural facilities in the area. The 15km radius applied is a significant land area and it reaches almost Royal Oak to the East, including the Philip's Centre within the radius and Onehunga Aquasport on the fringe. This radius assumes then that people are prepared to ignore two similar facilities geographically convenient to the customer.

It has also been acknowledged by Manager: Aquatic Centre that there was an error due to double counting those customers who do not pay as a casual admittance but pay by account via memberships, clubs and associations. It is estimated this counts for 150,000 customers in the original planning.

CURRENT OPERATIONS

The Henderson Aquatic centre has been operational now for four months. The new complex has been faced with a number of problems since its original opening back in November 2002. A chlorine leak on 23 November 2002 forced a shut-down for an extended period and a subsequent chlorine leak on 11 February 2003 caused another evacuation; however, operations were back to normal within 12 hours. Both incidents attracted significant media attention and the negative publicity from both incidents must have had an impact on visitor numbers. A faulty alarm in April 2003 caused the evacuation of the complex however, the complex was fully functional again in hours rather than days. Apart from these latter two incidents, the pool has been fully functional since 16 January 2003 after the original close down.

Early visitor numbers are not meeting expectations and revenue forecasts for 2002/2003 and 2003/2004 budgets have been revised downwards accordingly. It is difficult to say whether the chlorine leaks are the cause of the reduced visitor numbers, as there has been no customer survey to date. Due to the chaos of the original opening day numbers at the pool in November 2002, capped sessions have been introduced. Sessions are three hours and are capped at 400 heads. These restrictions have been implemented to overcome capacity and operational issues.

Casual Admittance numbers

The original budget assumption provided for an average daily attendance of 2000 casual visitors per day. However, there have been no days to date where this target has been met. Even if capped sessions had not been implemented this target is well in excess of actual. Waitangi Day has seen the most visitors with 1528. The daily average from 16 January 2003 to 30 March 2003 (pre-maintenance shutdown of old area) is 691. The average from 16 January to 11 May (including old area shutdown) is 619. This average will rise as there are still more peak days to encounter. To this date we have only had two public holidays and the tail end of a school holiday. There is a comprehensive marketing programme to attract more customers.

Visitor numbers are not meeting original expectations of 725,000 visits but early indications are that it will take between 250,000 - 300,000 visits which is still 50,000-100,000 better off than the original pool complex.

Casual Admittance Revenue

Current year forecasts (2002/2003)

The reduced numbers have resulted in a forecasted deficit for the Aquatic Centre operations in the 2002/03 financial year of \$1.0 million and a revision of the casual admittance model which has impacted upon the 2003/04 budget. The actual user categories have remained fairly consistent with the model and the revenue reduction is therefore solely due to a decline in numbers.

We are now in a position where we can establish some benchmarks for casual admittance revenue

Average Monthly Casual Revenue	
Prior to redevelopment	\$40,000
Original financial model of new facility	\$200,000
Revised financial model of new facility	\$70,000

Current (2002/2003) Results and Forecast

Revenue Totals	Nov	Dec	Jan	Feb	Mar	Apr *	May *	Jun *
Original Model	145,598	203,530	235,827	218,474	217,992	147,613	173,402	201,362
Actual/Revised Model	43,451	33,778	74,517	70,295	84,252	62,114	70,000	70,000
Variance	102,147	169,752	163,310	148,179	133,740	85,499	103,402	131,362

* Pool (old area) shut down for maintenance

Future year forecasts (2003/2004)

The total operational budget for the 2003/2004 year is \$1.5 million. If the original model was correct the operational budget for the 202004 year would have been in credit by \$0.09 million. The difference of \$1.6 million is largely due to the downward revision in casual admittances.

Overall Evaluation

The evaluation of the options concerning the future of the Aquatic Centre was summarised by the Leisure Establishment Special Committee as follows:

Financial And Strategic Ranking (1 = best, 4 = worst)

	Maintain Status Quo	Specialisation	Aquatic Centre Development	Exit / Contract Out
Financial Evaluation	3	4	2	1
Strategic Evaluation	2	3	1	4

In retrospect, if we did the evaluation now given what we know about the financial situation the Aquatic Centre Development option would be given a four for the financial evaluation. In this case the Aquatic Centre development would reflect equally with Maintain Status Quo and Exit/Contract out. In evaluating these options further, the Maintain Status Quo option would not have had any long-term prospects and the Exit/Contract out option may have impeded on Council's long term strategic vision for leisure and community in Henderson.

CONCLUSION

The decision to proceed with the revitalised Aquatic Centre has resulted in a complex that is visually spectacular, encourages families (especially with small children) to use the facility, caters for the diverse user groups, complements the other sport and leisure projects and is in keeping with Council's visions for the future of Henderson. Financially it hasn't delivered the promised lucrative revenue stream. However, in spite of this it is still delivering a better deal for the citizens of Waitakere City with better long term prospects than any of the other options.

RECOMMENDATION

That the information be received.

Report prepared by: Stephen Drumm, Group Manager: Service Management and Philip Brown, Group Manager: Planning and Community Services.



7 WEST WAVE AQUATIC CENTRE - ALTERNATIVE DISINFECTION SYSTEM

PURPOSE OF THE REPORT

The purpose of this report is to inform the Projects Special Committee of alternative disinfection systems available to the West Wave Aquatic Centre. It also seeks approval for funding from the Long Term Council Community Plan and Annual Plan Special Committee to convert the existing gas chlorination system to a sodium hypochlorite system during the course of the 2003/2004 financial year.

BACKGROUND

Disinfection of swimming pools must use chlorine in some form, either as the primary disinfectant or providing a secondary residual. The West Wave Aquatic Centre uses an ozone gas system for *primary* disinfection of the main and dive pools. The wave and learners pools use separate ultra violet radiation systems to provide primary disinfection. In the future, the existing obsolete ozone system will be progressively replaced by the more cost effective ultra violet systems, subject to the satisfactory performance of the newly fitted units servicing the wave and learners pools.

Secondary disinfection, in the form of a chlorine residual is necessary to maintain a safe swimming environment during the "turn around" period when the water is in the pool and prior to its re-circulation via the primary disinfection system. The chlorine residual, essentially a safe dosage of chlorine, provides "point of contact" disinfection by dealing with unsafe organisms introduced into the water by bathers. The *secondary* disinfection system at the West Wave Aquatic Centre relies upon the use of chlorine gas, which when dissolved in water provides the necessary chlorine residual for secondary disinfection.

Prior to the completion of the construction of the new wavepool complex, Council had not experienced any significant problems with the gas chlorination system. During the installation of the new plant at the complex, there was a minor gas incident. This was immediately resolved and did not require the evacuation of the complex.

Since the opening of the West Wave Aquatic Centre to the public on 11 November 2002, there have been two chlorine gas incidents at the centre, one on 23 November 2002 and one on 11 February 2003. Both incidents required the evacuation of the centre, the first incident being more serious than the second. The first incident resulted in 39 people being taken to hospital, but all were discharged within a few hours. The second incident occurred when a regulator developed a fault and gas vented to the atmosphere. All systems functioned as designed and the building was evacuated in accordance with standard operating procedures. There were no injuries.

Both of these incidents were investigated and reported on by CH2M Beca, a multidisciplinary consultancy firm with significant expertise in water treatment. In their report dated December 2002, CH2M Beca included a section on the "Review of Disinfection Technology for Swimming Pools" and stated that "there has tended to be a transition away from the use of chlorine gas to the use of sodium hypochlorite within the New Zealand swimming pools industry because of the inherent risks associated with the storage and use of a toxic gas".

A3-A9

CH2M Beca was subsequently engaged to provide further information in respect of a sodium hypochlorite based (secondary) disinfection system together with cost estimates for the conversion of the existing chlorine based disinfection system. A copy of their report is attached at pages A3 to A9.

STRATEGIC CONTEXT

West Wave Aquatic Centre is a public facility that provides a safe and enjoyable venue for people to relax and play, linking into two of Council's strategic platforms, namely Urban and Rural Villages and Strong Communities. The key consideration of the facility is safety, requiring a forward looking focus that will consider, and where appropriate integrate, future technologies that will enhance its safety. Maintaining a high standard of safety will ensure that, via this facility, Council is able to meet its commitments in respect of a number of its priorities, eg. Safe City, Sustainable Development, First Call for Children, Lifelong Learning.

ISSUES

Conversion To A Sodium Hypochlorite Disinfection System

Risks and Benefits

Trends within the New Zealand pools industry suggest that there is a move away from chlorine gas based disinfection systems with some 60 - 75% of pools using sodium hypochlorite. This trend appears to be based on the perception that alternatives are safe and that gas systems are not. However, it should be noted that sodium hypochlorite is not a risk-free alternative, and is reported to be responsible for 30-35% of all chlorination incidents. Nevertheless, it is the view of CH2M Beca that the risks associated with sodium hypochlorite disinfection systems are of a lesser nature and are more manageable than those associated with chlorine gas. Chlorine gas and sodium hypochlorite are chemically identical when dissolved in water at the same pH. Hence there is no difference in the disinfection level provided. The main differences relate to general health and safety issues and operational issues. These are summarised below:

SAFETY ISSUES			
Chlorine Gas		Sodium Hypochlorite	
Advantages	Disadvantages	Advantages	Disadvantages
Simple system	Highly toxic, strong oxident	Easy to handle	Highly caustic, strong oxident
Staff familiar with safety systems	Inhalation hazard	Liquid form, spills can be easily contained	Burn (ie. skin) hazard
	High level of staff training required	Lower level of staff training required	
	Can affect large area	Hazard does not generally disperse over large area ¹	
		Lower long term H&S cost	
OPERATIONAL ISSUES			
Chlorine Gas		Sodium Hypochlorite	
Advantages	Disadvantages	Advantages	Disadvantages
Dosing equipment slightly more reliable	Requires base addition for pH correction	Better control characteristics for smaller pools	Increased handling due to more frequent deliveries
Less storage space required	Legislative requirements for storage are more onerous		Large storage volumes
Fewer deliveries			Requires acid dosing for pH correction
Lower annual cost			Decomposes with time
			Increased M&E equipment
			Dosing equipment slightly less reliable

1. If inadvertently mixed with an acid, chlorine gas will rapidly come out of solution, creating a hazard similar to a chlorine gas leak

The main benefits of converting to a sodium hypochlorite system include:

- in its liquid form (i.e. as delivered and stored) spill can easily be contained and dealt with;
- the main hazards posed by this system are generally of a very localised nature;
- a lower level of staff training is required.

The risks associated with the operation of the existing chlorine gas based disinfection system are not considered sufficient to warrant immediate action in respect of a conversion to a sodium hypochlorite system. However, this work will be scheduled for early in the new financial year.

Costs

The estimated cost of converting to a sodium hypochlorite system is \$375,000.00, broken down as follows:

• Specialist Consultant:	\$ 50,000
• Peer Review Consultant:	\$ 15,000
• In-house Project Management:	\$ 30,000
• In-house training:	\$ 15,000
• Construction:	\$200,000
• Initial delivery of chemicals:	\$ 5,000
• Contingencies:	<u>\$ 60,000</u>
• Total	\$375,000

Note that the high contingencies are a reflection of the level of uncertainty of costs, especially in the light of certain of the “other issues” raised below.

Other Issues

There are a number of other issues raised by CH2M Beca that will need to be considered and addressed. These include:

- service interruption and associated costs;
- loss of staff car parking;
- contract implications in respect of Aquatic Centre Upgrade contractor;
- access requirements for bulk deliveries;
- potential impacts on current equipment installations and performance;
- retraining of plant operators.

IMPLEMENTATION STRATEGY

It is proposed that the work be undertaken and completed during the 2003/04 financial year.

The services of a single multi-disciplinary consultant will be procured for the project management, design, supervision, commissioning and training elements associated with the conversion to a sodium hypochlorite system. An important component will be a HAZOPs study aimed at identifying and avoiding potential impacts/clashes with existing plant and systems and ensuring that failsafe systems are built into the new disinfection system.

An independent consultant will be appointed to undertake peer reviews at important milestones in the project.

Consultancy Services will be appointed as Client Representative with responsibilities for budget control and client-side project management.

The project will be broken down into a number of sequential stages, with flexibility to terminate the project at the end of any stage. The first stage is a more detailed study that will give greater clarity on risks and impacts as well as improved definition of extent and scope of works and associated costs. It is proposed that the outcome of the first stage will be presented to the Projects Special Committee for further consideration.

Later stages will include preliminary and detailed design followed by construction and commissioning.

RESOURCES

The 2003/2004 Annual Plan has no provision for the above work.

Authority is sought from the Projects Special Committee to seek funding from the Long Term Council Community Plan and Annual Plan Special Committee for the conversion of the secondary disinfection system at the West Wave Aquatic Centre to a sodium hypochlorite system during the 2003/04 financial year. The estimated cost of this work is \$375,000.00.

In terms of the funding policy the works is of a capital nature and should be funded by loan.

RECOMMENDATIONS

1. That the information be received.
2. That it be recommended that the Long Term Council Community Plan and Annual Plan Special Committee consider and approve the provision of funding of \$375,000.00 in the 2003/2004 Annual Plan for the conversion of the existing gas chlorination disinfection system at the West Wave Aquatic Centre to a sodium hypochlorite system.
3. That the funding be sourced by way of a loan.

Report prepared by: Chris Thomas, Acting Business Manager: Environmental, Consultancy Services.



8 AQUATIC CENTRE MAINTENANCE SHUTDOWN - DIVE POOL REMEDIAL WORKS

PURPOSE OF THE REPORT

The purpose of this report is to inform the Projects Special Committee of defects that have been discovered in the dive pool and to seek the Committee's approval to refer the matter to the Finance and Operational Performance Committee for funding of remedial works.

BACKGROUND

The original Aquatic Centre was constructed on a fast track timescale for the Commonwealth Games in 1989. Poor performance by the main contractor during construction resulted in their replacement prior to completion. Another contractor completed construction.

The dive pool has a history of tiling problems and the cause of this has never been satisfactorily resolved. These tiles will be replaced under the Aquatic Centre Maintenance Shutdown project which is currently underway. A contingent allowance has been made under this project for limited surface preparation of the existing concrete beneath the tiles.

The existing tiles have been removed, enabling an inspection of the concrete surface to be undertaken. The following has been observed:

- the location of expansion joints in the tiles did not match those in the concrete;
- sealant in the tile expansion joints had become rigid;
- there were insufficient expansion joints in the tiling;
- in places, the surface finish of the concrete wall to which the tiles were fixed was extremely smooth, adversely affecting the adhesion of tiles to the surface;
- the wall faces are not true (vertically and horizontally) requiring the extensive use of plaster prior to installation of the tiles;
- there are numerous cracks in the walls of the dive pool. These extend right through the walls. There is evidence of "weeping" at some of these cracks. Some of the cracks are significant enough to warrant concern;
- openings created in the wall for a planned submerged speaker system (that was never installed) have been sealed, but some of the reinforcement is exposed;
- a number of she-bolt holes used in the shuttering were poorly sealed (She-bolts are essentially special spacers that maintain a specified distance between shuttering faces and also hold the opposite shuttering panels together).

The above matrix of problems is thought to have contributed to the tiling problems in the dive pool.

The cracks and condition of the joints are a cause for concern. A preliminary inspection by a structural engineer from CH2M Beca indicates that remedial works will need to be undertaken before tiling can proceed. Due to its current workload and resource availability, CH2M Beca has advised that it is unable to assist with a more detailed assessment of the problem.

Sinclair Knight Merz, a specialist consultancy firm with substantial experience in water retaining structures and concrete has been appointed to review the problems, establish the extent of these, identify remedial works required and ensure that these take cognisance of tiling and pool dimension requirements.

STRATEGIC CONTEXT

West Wave Aquatic Centre is a public facility that provides a safe and enjoyable venue for people to relax and play, linking into two of Council's strategic platforms, namely Urban & Rural Villages and Strong Communities. A key consideration of the facility is safety, requiring a forward looking focus that will consider, and where appropriate integrate, future technologies that will enhance its safety.

Maintaining a high standard of safety and continuity of service will ensure that, via this facility, Council is able to meet its commitments in respect of a number of its priorities, eg. Safe City, Sustainable Development, First Call for Children, Lifelong Learning.

ISSUES

Impact On Aquatic Centre Shutdown Project

As a consequence of the problems encountered it has been necessary to temporarily suspend works on the tiling of the dive pool. The potential impacts on West Wave Aquatic Centre are:

- delay in the re-opening of the dive pool to the public and user groups. The delay may be two to three months or longer depending on the remedial work required. This will have an adverse effect on organisations that are planning to use the facility for swimming meets and could potentially affect the revenue stream;
- increased costs for the shutdown project as a result of the disruption of the works. This will impact two contracts - tiling and scaffolding;
- increased costs associated with the investigation and implementation of remedial works.

In order to minimise the delay in the re-opening of the dive pool and thus the impacts on the shutdown project, Sinclair Knight Merz has already been appointed to investigate and recommend remedial works. The appointment of suitable contractors to undertake the remedial works will be made as quickly as possible once funding is approved.

Remedial Works

Despite the negative impact on the West Wave Aquatic Centre, the shutdown project has provided a window of opportunity to address and resolve the defects in the dive pool. This window of opportunity will not re-occur within the next 20 years and hence it is important that the defects are properly and adequately addressed at the current time.

At the time of publishing of this report, the extent and cost of remedial measures was not fully defined. However, initial indications of the likely extent of the remedial works and the best estimate of associated costs is given below:-

- | | |
|--|--------------------|
| • application of glass reinforced plaster over cracks: | \$ 5,000.00 |
| • vertical wall construction joint repairs: | \$ 15,000.00 |
| • horizontal wall construction joint repairs: | \$ 5,000.00 |
| • floor control joint repairs: | \$ 10,000.00 |
| • she-bolt hole repairs: | \$ 1,000.00 |
| • internal plastering of concrete surface: | \$ 40,000.00 |
| • pressure grouting of cracks: | \$ 10,000.00 |
| • temporary scaffolding for remedial works: | \$ 20,000.00 |
| • temporary barricading of dive pool: | \$ 5,000.00 |
| • treatment of exposed reinforcement: | <u>\$ 2,000.00</u> |
| • total estimated cost (physical works only): | \$113,000.00 |

The estimated full cost of remedial works, including professional fees and increased costs arising out of delays to current maintenance contracts under the Aquatic Centre Maintenance Shutdown project is broken down as follows:

Notwithstanding the above it is emphasised that these estimates are based on the limited information available at the time of writing this report and the final costs could be as high as \$250,000.00.

Implementation Strategy

It is proposed that the remedial work be undertaken immediately in order to minimise the impact of delays.

Sinclair Knight Merz will assess the problem and report on the nature and extent of the remedial works that will be required.

The remedial works will be of a specialised nature and there are very few specialist contractors able to undertake this work. Due to the varied nature of the remedial works, it is anticipated that a number of separate contracts will be let. Specialist contractors will be identified as soon as possible and will be contacted to establish their availability and to brief them of the remedial works required. This will take place in advance of any decision on funding for this work. Award of any contract, however, will be dependent upon the prior authorisation of funds by the Finance and Operational Performance Committee.

Project Management of the tender process and implementation of remedial works will be undertaken by Octa Associates Limited, Council's appointed project managers for the Aquatic Centre Maintenance Shutdown project. This will enable the works to be coordinated with other maintenance contracts and will ensure that impacts on these can be managed and where possible, be mitigated.

Consultancy Services will act as Client Representative with responsibilities for budget control, client-side project management, health and safety of the works site and supervision under the direction of the specialist consultant.

The proposed timeline for the re-opening of the dive pool is as follows:

RESOURCES

Funding amounting to \$250,000.00 is required to undertake the remedial works on the dive pool. The 2002/2003 Annual Plan has no provision for this work.

It is anticipated that \$65,000.00 will be expended this financial year, and that the balance will need to be carried forward.

Although there is an element of repair work being undertaken the significant portion is considered to be renewal. As such it is appropriate that this is funded from surplus depreciation funds.

CONCLUSIONS

Defects discovered in the dive pool will have to be repaired before new tiles are laid in the pool. This will delay the re-opening of the dive pool and will result in additional costs. Remedial works should be implemented as soon as possible to minimise the delay in re-opening the pool.

Whilst the initial estimate of the costs associated with the repair of defects is \$190,000.00, it is expected that the final cost could be up to \$250,000.00. Hence funding of \$250,000.00 is sought for the work. The 2002/2003 Annual Plan has no provision for this work, which should be funded from surplus depreciation funds.

RECOMMENDATIONS

1. That the information be received.
2. That the matter of remedial works to the dive pool be referred to the Finance and Operational Performance Committee for the approval of funding of \$250,000.00, drawn from surplus depreciation funds.

Report prepared by: Chris Thomas, Acting Business Manager: Environmental, Consultancy Services.



9 YOUTH EVENT INITIATIVES

PURPOSE OF THE REPORT

The purpose of the report is to update the Projects Special Committee on recent and upcoming youth events in Waitakere City.

BACKGROUND

Consultation with youth over the past two years has identified a strong need to increase the provision of youth events and activities throughout the City.

The consultation has been undertaken through several mediums; the Waitakere Youth Leisure Needs Analysis, Annual Plan submissions, Strategic Review - Community Consultation, and on a regular basis with the Waitakere Secondary Schools Youth Council and Te Roopu Rangatahi. The consultation has highlighted a strong need regarding the provision of youth based initiatives, in particular leisure events, activities and services.

Consultation undertaken during some of the recent youth events has indicated a strong demand for an increased provision of these types of events and programmes in future. Comments captured include "da bomb! I think we should have more of these", "great atmosphere, I like the emphasis on drug and alcohol free" and many to the effect of "awesome, more please". It is anticipated that the consultation process will continue to ensure a constant flow of information from the youth is captured to identify further initiatives.

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.

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

Through adoption of First Call for Children, Council has also stated its commitment to proactively supporting children, young people and their families in Waitakere City.

ISSUES

To address the key issue of increased need for youth events, a range of events have been supported and initiated by Leisure Services over the past 6 months, with more planned over the next twelve months.

Recent Youth Events

A number of citywide youth events have been held in the first six months of the 2002/2003 financial year. These included:

- Hip Hop Nation - Friday night youth socials held during the school holidays;
- Teen West Festival - Friday, 6 and Saturday, 7 September 2002;
- Waitakere Battle of the Bands - staged by CLC (Christian Life Centre) and supporting organisations in July 2002;
- Variety of art and literary events held at Corban Estate Art Centre;
- FLEX - National Children's Day Event - held at Aotea Square on Sunday, 27 October 2002.

More recently, since January 2003, a number of successful youth events have been staged, with Leisure's support and funding assistance. These include:

- **Wild Out West** - held at Corban Estate Art Centre on Saturday, 15 February 2003.

This was hosted by Waitakere City Council and primarily organised by the City Event Co-ordinator. A range of local talent performed a mix of musical melodies, with the star attraction being Decepticons (a well-known South Auckland band). Attendance numbers were estimated at around 1500, with a range of service providers also in attendance. Basketball and Skateboarding also featured on the day. Consultation with youth on the day indicated a strong level of satisfaction.

It is anticipated that Wild Out West will become an annual youth event, with a partnership between Leisure and Public Affairs established for the 2004 event (date yet to be ascertained). Joint funding has been allocated in the draft 2003/2004 annual budget.

- **Hip Hop Nation** - held at Te Atatu Peninsula and Kelston Community Centres, and the Massey Leisure Centre.

Hip Hop Nation, Friday night socials held primarily during the school holidays, continue to be popular with the 13 - 18 year olds. To date in 2003, five events have been held, with attendance numbers averaging at about 250 per event. The Massey Leisure Centre held its first Hip Hop Nation on Friday, 2 May, and had a record attendance of 500 youth. All involved enjoyed a successful evening. Ongoing consultation with youth at these events indicates a high level of enjoyment and satisfaction, with the constant request to hold more. The level of enquiries to the Call Centre about future dates, from both parents and youth, also indicates a strong need to stage more of these kinds of events.

Safe Communities Council continue to be involved, through the funding of Neighbourhood Support Watch and Maori Wardens as additional security.

- **Youth Week 2003** - 5 to 10 May 2003

New Zealand Association for Adolescent Health and Development (NZAAHD) held Youth Week in May this year, instead of September when it is usually held. It is uncertain if this is a permanent move on their part. Due to significant resources already spent on Youth Week in September 2002, Leisure Services was limited in its resources for the May 2003 celebrations.

A collaboration of service and activity providers in Waitakere City came together to stage a series of events to celebrate Youth Week, including Waitakere City Council and Te Roopu Puawai O Waitakere (Maori Youth Council). Other key stakeholders included Te Whanau O Waipareira Trust, Pacific Island Safety and Prevention Project, Waipareira Pacifica, West Auckland Youth Services, Te Waka Ora, James Family Trust and Hoani Waititi Alternative Education.

A series of activities were undertaken during the April 2003 school holidays, including a Health Promotion day at Te Atatu Peninsula Community Centre. A selection of youth spent their time giving back to the community - performing at Rest Homes and Shopping Malls, community projects, and more.

The main focus of Youth Week was placed on two events held on Saturday, 10 and Sunday, 11 May 2003. These were Youth Top Town on Saturday, and a Free Youth Concert on the Sunday. Over 150 youth participated in the Top Town, with anticipated numbers reduced due to the weather. Sunday's free concert drew a crowd that was more family orientated, with audience numbers estimated at around 500. This was below the target of 1500, and it has been identified that participation was lower than expected due to inadequate promotion; however, those in attendance enjoyed a variety of local performers that was of an excellent standard.

It is the desire of those organisations that formed the collaboration to develop this into an annual celebration for Youth Week, with Youth Top Town potentially held earlier in the year when the weather is more suitable to outdoor events.

Future Youth Events

Leisure Services in collaboration with other Council departments plan to continue developing a variety of youth events in Waitakere City, some that are staged on an annual basis and others as one-off events.

There has been no definite calendar of events planned at this stage as it is desired that to effectively utilise our financial resources, consultation with the youth of Waitakere City be undertaken first to identify the needs and wants of our youth. This will be undertaken through a variety of mechanisms, the foremost being consultation with our two Youth Councils - Waitakere Secondary Schools Youth Council and Te Roopu Puawai O Waitakere. Other avenues that will be followed are consultation with youth at the various activity programmes currently undertaken around the city, discussions at the various Youth Service Provider Forums, and potentially through the upcoming Annual Plan submissions.

Initial ideas at this stage include a summer Beach event (as identified by the Waitakere Secondary Schools Youth Council in 2002), a series of outdoor events held at various parks around the city that includes skateboarding, basketball, touch/rugby/soccer and music, and some form of event that celebrates 10 years of First Call for Children. These ideas will be explored through the consultation process.

Hip Hop Nation youth events will continue, with a demand identified from the youth of Waitakere to increase the frequency of when these are held. This will depend upon resources available, both staff and financial.

As mentioned previously, Wild Out West and Youth Week events are planned for 2004.

It is the intention of Leisure Services to submit a report to this Committee in August 2003 with a draft calendar of youth events for the upcoming financial year.

RESOURCES

Staff resources for Leisure services are sufficient to adequately manage the programmes outlined above. Proposed 2003/2004 Annual Plan budgets have been adjusted to meet the funding levels required to meet growing demand for youth events.

CONCLUSION

Consultation with youth over the past two years has identified a strong need to increase the provision of youth events and activities throughout the City.

A variety of successful youth events have been held over the past six to nine months, including: Hip Hop Nation, Teen West Festival, Waitakere Battle of the Bands, a variety of art and literary events at Corban Estate Art Centre and FLEX - a National Children's Day Event, Wild Out West and Youth Week 2003 celebrations.

Extensive consultation with youth and youth providers will be undertaken to develop a calendar of youth events for the 2003/2004 financial year, to be brought back to this Committee in August 2003.

RECOMMENDATION

That the information be received.

Report prepared by: Jo-Anne Inancsi, Leisure Planner: Leisure Services.

