

**AGENDA FOR A MEETING OF THE PROJECTS SPECIAL COMMITTEE TO BE HELD AT
WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,
ON WEDNESDAY, 1 NOVEMBER 2006, COMMENCING AT 9.30 AM.**

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1 APOLOGIES



2 URGENT BUSINESS

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

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

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

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



3 CONFIRMATION OF MINUTES

Meeting Minutes - Wednesday, 4 October 2006

RECOMMENDATION

That the minutes of the Meeting of the Projects Special Committee held on Wednesday, 4 October 2006, as circulated, be taken as read and now be confirmed.



4 **WAITAKERE CENTRAL TRANSPORT INTERCHANGE - CONSTRUCTION STATUS
SEPTEMBER / OCTOBER 2006**

PURPOSE OF THE REPORT

The purpose of this report is to provide a monthly construction status update to the Projects Special Committee on the Waitakere Central Transport Interchange Project. The period for this report covers September / October 2006.

BACKGROUND

The Waitakere Central Transport Interchange was last reported to Projects Special Committee on 4 October 2006 in a report entitled "Waitakere Central Transport Interchange - Construction Status August/ September 2006."

DESIGN ISSUES LINK BRIDGE PROJECT

No design issues are outstanding.

PROGRESS LINK BRIDGE PROJECT

Construction Status

During the report period, the following activities have taken place:

- The escalator to the central platform has had the glazing completed and final levelling and testing are underway;
- Construction of the Railside Avenue escalator concrete and block work is complete. The escalator has been installed;
- 3M plastic film protection to windows is underway;
- The landscaping works on Stevies Reserve is progressing;
- The art work is completed and installed;
- The bridge is in daily use 24 hours per day. Music is piped in the bridge and has had a favourable reaction;
- Access to the new central platform is approved.

A1-A7 Status of construction is further reported in the following reports attached as pages A1 to A7:

- Architect's Report No. 11 covering the link bridge and the streetscape works;
- Canam Construction's report for the period to 19 October 2006.

Timeline Status

No formal claims for extensions of time have been received from Canam, although the Project Team believes that a claim may be forthcoming due to access problems in the rail corridor and interface requirements through opening part of the Link Bridge to public use. The Project Team will only concern itself with such a claim in the event that one arises.

The anticipated completion date of separable portion 1 has slipped to 17 November 2006 due to late supply of the shelf glass from overseas. This delay has no material effect on the performance of the bridge as the bridge has already been in successful daily use since late July 2006. The shelf glazing can be installed easily while the bridge is in use.

The current timeline status is provided in Table 1 below:

TIMELINE STATUS LINK BRIDGE			
Key contract dates / times	As at contract award 12 December 2005	Change	As at September 2006
Contract Commencement Date	12 December 2005	-	-
Target Contract Completion - separable portion 1 Link Bridge structure	17 August 2006	13 weeks *	17 November 2006
Target Contract Completion - separable portion 2 escalator structure on Railside Avenue	22 December 2006	-	22 December 2006
Extensions of Time approved to date	-	-	-

Table 1. Timeline Status

Note * due to late supply of escalator, steelwork, interface problems with Ontrack and late supply of shelf glazing from overseas.

Financial Status

The total expenditure on the contract to date has been \$4,035,822 including \$453,576 for this period consisting of the Exeloo toilets, glazing, block work, the concrete deck slab, steelwork and preliminary and general items. The approved contract variations total \$228,662 and comprise repairs to uncharted sewer and water mains, additional water proofing measures to the glazing and minor changes to lighting, conduits, Exeloo toilets, the landscaping of Stevies Reserve, 3M film and works undertaken on Sundays.

Summarised financial status for the construction project is provided in Table 2 below.

FINANCIAL STATUS LINK BRIDGE			
Project Costs	As at contract award 12 December 2005	Change	As at September 2006
BUDGET COMMITMENT			
Contract Sum Awarded	\$4,725,228	-	\$4,725,228
Contract Variations Approved from contingency	-	\$228,662	\$228,662
Contingency Sum	\$750,000	\$228,662	\$521,338
Total Construction Cost (incl. contingency)	\$5,475,228		\$5,475,228
EXPENDITURE TO DATE			
Contract Sum		85%	\$4,035,822
Contingency		-	-
Total Construction Expenditure To Date			\$4,035,822

Table 2. Financial Status

Project Risks

The following risks are currently being managed in order to mitigate unfavourable impacts on the project outcomes:

- Tagging of the lift to Rainside Avenue has occurred a number of times and the Project Team is now proceeding with the installation of security cameras to prevent or reduce tagging;
- The tiled floors were found to be slightly slippery after recent heavy rainfall and a minor complaint was received from the public. Upon investigation it emerged that the cleaning contractor had applied a polish to the tiles shortly before the function held on 1 September 2006, and the residue film was slippery in the wet. This film has now been removed. Friction measurements done on the tiles show compliance with the specification. Once the shelf glazing to the upper bridge height is completed, ingress of rain will reduce almost entirely, leaving dry walking surfaces.

Quality

Ongoing quality audits are being conducted by the Architect, Consulting Engineers and the Council's project manager. Quality of construction audited to date has been of a high standard and no significant quality issues have been reported.

Quality audits undertaken to date confirm that the Contractor's general attitude to maintenance of quality construction practice on site is good.

Health and Safety

During the report period no health and safety incidents were reported. Audits to date confirm that the Contractor's general attitude to maintenance of health and safety on site is good.

STREETSCAPE, BUS STOPS, TAXI RANK AND LANDSCAPING

Design

The redesign of the streetscape to "design out" the impact of the APN Outdoor hoardings is underway and revised retaining wall alignments are to be issued shortly.

Recently the Project Team met with the Group Manager: Asset Management to review the balance of the west side streetscape project works, between Pioneer and View Roads. This section of work should have been included in the original brief and the Architect has been requested to provide a quote for the design of this section. It is anticipated that the physical works will be tendered. The funding of this work (both design and construction) is able to be carried out under the overall project budget.

This work will complete the "gap" between the streetscape works south of the old heritage station and the new roadworks at the View Road roundabout. It will also be possible to upgrade the existing park and ride area and neaten up the approaches to the old steel pedestrian overbridge. This will result in new walkways and landscaping extending from Stevies Lane, along Rainside Avenue to View Road, a distance of about 550 metres.

PROGRESS STREETScape, BUS STOPS, TAXI RANK AND LANDSCAPING

Construction Status

During the report period, the following activities have taken place:

- Construction of the retaining wall is ongoing;
- Telecom has completed the protective works to their cables;
- Exposure of tree roots by hand excavation has been carried out;
- Preparatory road foundation and drainage works has commenced;
- Kerbing has commenced.

A8 Status of construction is further reported in the following report attached at page A8.

- HEB Smithbridge Limited's (HEBS) report for the period to 19 October 2006.

Timeline Status

As reported last month, HEB Smithbridge Limited's were unable to complete separable portion 1 by 24 October 2006 due to the interface problems with the hoardings, with Canam's site and safe guarding work of the Telecom cables. The progress of the works has consequently shifted to the area south of the old heritage station and once Telecom have completed their safe-guarding works, the construction of the streetscape should proceed with more vigour and urgency. Further difficulties may arise due to the redesign of the works around the old hoardings. It is not clear what impact this will have on the project yet, but a delay is anticipated to the completion of the project because of the existing hoardings remaining in their current locations.

The current timeline status is provided in Table 3 below:

TIMELINE STATUS RAILSIDE AVENUE STREETScape			
Key contract dates / times	As at contract award 18 August 2006	Change	As at September 2006
Contract Commencement Date	28 August 2006	-	-
Target Contract Completion - separable portion 1 northern Bus Bay	24 October 2006	8 weeks *	22 December 2007
Target Contract Completion - separable portion 2 balance of the works.	31 January 2007	4 weeks*	28 February 2007
Extensions of Time approved to date	-	-	-

Table 3. Timeline Status

Note * due to access constraints at the APN Outdoor Hoardings, Telecom protective works and part of the site occupied by Canam for constructing the Railside escalator and redesign of works around the old hoardings.

Financial Status

The total expenditure on the contract to date has been \$96,538 consisting of excavation, concrete work, steel reinforcing and preliminary and general items.

Summarised financial status for the construction project is provided in Table 4 below.

FINANCIAL STATUS RAILSIDE AVENUE STREETSCAPE			
Project Costs	As at contract award 18 August 2006	Change	As at September 2006
BUDGET COMMITMENT			
Contract Sum Awarded	\$1,329,960	-	\$1,329,960
Contract Variations Approved from contingency	-	-	-
Contingency, Engineering and Supervision	\$264,778	-	\$264,788
Total Construction Cost (incl. contingency)	\$1,594,738		\$1,594,738
EXPENDITURE TO DATE			
Contract Sum		7%	\$96,538
Contingency		-	-
Total Construction Expenditure To Date		-	\$96,538

Table 4. Financial Status

Project Risks

The following risks are currently being managed in order to mitigate unfavourable impacts on the project outcomes:

- As reported verbally last month, a business case has been prepared analysing the impact of the APN Hoardings on the project. The business case was approved with the option that the existing hoardings remain in their current locations and the Architect is redesigning the works accordingly. This will cause some delay to HEB Smithbridge Limited's and quantification of this delay is still awaited;
- Should the street works be delayed it will still be possible for bus operators to use the bus bays as it will be feasible to construct these ahead of the balance of the works surrounding the old hoardings. Passenger access to the bus bays would continue as is currently being done on a Temporary Traffic Management basis until the sidewalks and shelters are completed.

Quality

Ongoing quality audits are being conducted by the Architect, Consulting Engineers and the Council's project team. Quality of construction audited to date has been of an acceptable standard and no significant quality issues have been reported.

Quality audits undertaken to date confirm that the Contractor's general attitude to maintenance of quality construction practice on site is good.

Health and Safety

HEB Smithbridge Limited's have initiated a protective barrier along Railside Avenue in order that rail commuters and pedestrians can safely walk beside the construction works. Once the new platform goes live on 24 October 2006, the number of pedestrians walking along Railside Avenue should reduce substantially.

PARK AND RIDE FACILITY WEST OF THE RAILWAY LINE

It is planned to construct a 120 bay park and ride facility for the use of rail commuters, on the western side of the rail tracks.

As reported previously, Ontrack require this site for the rail double tracking staging works and until such time as this land is leased to Council, commuters will be required to park their cars in the surrounding on-street parking.

CONCLUSION

The Waitakere Central Transport Interchange link bridge component of the project is nearing completion. Upon reflection, when the works commenced, there was a great deal of uncertainty surrounding interfacing with Ontrack, Auckland Regional Transport Authority, Western Cabs, street traffic, surrounding retailers and the general public.

A good team approach from Canam, the Professional Team and Council's Project Team has resulted in the resolution of project issues and risks to the extent that the Link Bridge was opened for public use two months ahead of the original schedule.

The Link Bridge has attracted a lot of positive comment since opening which is reflective of the Council's vision and commitment to this project as well as the dedication of the "Team" involved.

The Project Team is confident that the streetscape project can be completed by the end of February 2007.

RECOMMENDATION

That the Waitakere Central Transport Interchange - Construction Status September / October 2006 report be received.

Report prepared by: Alan Tresadern, Group Manager: Project Services.



5 HENDERSON HERITAGE STATION

PURPOSE OF THE REPORT

The purpose of this report is to confirm the Council's position on the future of the Henderson Railway Station (the Station), and outlines the next steps to secure the long term preservation of the Station.

BACKGROUND

The historic Station is listed in the District Plan as a Category I building and is also scheduled by the Historic Places Trust (HPT) as a Category II building. The Station is associated with the early development of rail, passenger transport and the growth of Waitakere City. The expansion of the western line as far as Henderson was completed in 1881 and the growth and development of early settlements is closely linked with the development of the "main trunk line." The first original station at Henderson comprised a timber structure with a shelter shed, a ladies waiting room and a toilet. In 1892 Henderson became a flag station. By 1897 the Station comprised a passenger platform complete with shelter shed, a cart dock and goods shed. The Falls Hotel was built in 1875 and by 1902 a suburban workman's train between Henderson and Auckland was operating. From 1907-1912 rapid growth in suburban traffic meant that the station was enlarged in 1909 and by December 1912 it was completed as a Class B station.

Over the next 80 years support for rail waxed and waned. In the mid 1980s New Zealand Rail planned to remove the Station. However, the Henderson Borough Council and the West Auckland Historical Society ensured its retention. The Station ceased to operate as a railway station building in 1987 when it was decommissioned. The building was later remodelled and opened as a café in 1993 and later was used as a furniture outlet.

In 2004 the Council passed a resolution to apply for resource consent to relocate the Station from its original site to the Corban Estate to enable the new transport interchange and double tracking project to occur without any constraints.

“That the City Development Committee approves the proposed relocation of the Henderson heritage Rail Station building to the Corban Estate Arts Precinct, and the seeking of a resource consent to enable that to occur.”

1663/2004

The Council entered into a Memorandum of Understanding with the Henderson Heritage Trust which outlined that Council would meet the relocation expenses. However, following an interim decision by the Commissioner considering the associated resource consent application, it was determined that the Station should remain in the rail corridor. The Henderson Heritage Trust owns the Railway Station building and has a two year lease over its immediate environs from New Zealand Railways Corporation (ONTRACK). That lease is due to expire in May 2007.

At the time the Station was required to be relocated due to a proposed pedestrian bridge (Bridge 56A), which was planned by the Auckland Regional Transport Authority to be sited directly over the existing Heritage Station building. Auckland Regional Transport Authority has since removed this funding (and the requirements for this bridge) from its funding application to Land Transport New Zealand.

The historic Station no longer needs to be relocated as part of the passenger transport interchange. Therefore, the Council has withdrawn its resource consent application to relocate it to the Corban Estate. However, the building forms an important part of the City's social fabric. The Station is one of the last few remaining Class B stations that are still standing in the Auckland Region and was designed by Sir George Troup, New Zealand Railways architect and engineer. Troup stations were classified as Class A, B or C stations, Class A having a lean-to roof and Class B and C both having gable roofs, but being 17ft wide and 20ft wide respectively. The period that the current Station was designed in is acknowledged as a high point in the architectural design of railway buildings.

STRATEGIC CONTEXT

The Council has nine strategic platforms in its Long Term Council Community Plan (LTCCP). The Urban and Rural Villages platform aims to:

“Protect and celebrate the City's cultural diversity and heritage. Work in partnership with the many cultures of the City. Plan for the protection and celebration of all kinds of heritage in the City, e.g. Maori, industrial and environmental.”

The Station building is an important link between the City's past and present. It provides a context for the community today to compare the achievements of today with those of the Victorian era.

Support for arts and culture has a significant positive effect on the community, particularly its social and cultural wellbeing. One of the prime aspirations of work done around arts and culture is for Waitakere City to demonstrate that it is a culturally inclusive city and that arts and culture is integral to life, to the economy and the environment – both built and natural.

ISSUES

The proposed double tracking of the rail lines is able to proceed with the Station in its current location and the resource consent to relocate the station has been withdrawn. This would mean that the building could remain, although the platform and the canopy would need to be cut back to enable future electrification and a ballast tamping machine to pass. The bus stops, taxi ranks and car drop off points will be able to operate adequately with the Station remaining in its current location.

Council officers have contacted the key stakeholders involved and their views are outlined in the following bullet points:

- ONTRACK is about to lodge an Outline Plan of Works for Stage 2 double tracking. The proposed works will include cutting back the platform along the section that is “sandwiched” between the existing and new stations. However, the canopy will not be cut back (similar to the Glen Eden Station works). This will only require an outline plan of works from Council, which must be granted and an authority from the HPT;
- Auckland Regional Transport Network Limited (ARTNL) has no plans to do anything with the lease, given that ARTNL is being wound up;
- Auckland Regional Transport Authority has no current plans for the Station as it does not yet have the lease on which it is located, nor the sublease;
- The Henderson Heritage Trust would appreciate Council's advocacy for an extension of the lease in support of the Trust. There is a greater chance that the lease will be extended with the Council's assistance. A long term lease will enable the Trust to secure funds to restore the building and rent it;
- The HPT has been advised that the consent to relocate the station has been withdrawn and understand that modifications to the platform and canopy as required by ONTRACK under its designation. Historic Places Trust would support any group that wished to lease and restore the Station building.

The Station is owned by the Henderson Heritage Trust and occupies land leased by the Trust from ONTRACK (through a sublease from Auckland Regional Transport Network Limited). The term of this lease expires in May 2007, and ONTRACK may extend the lease if Council supports the Trust in its endeavours. It is considered that Council has worked constructively with the Henderson Heritage Trust and Falls Preservation Trust in the past to successfully restore and adapt buildings for modern commercial uses. The Henderson Heritage Trust has an excellent track record in restoring historic timber buildings. The Council has obligations under Section 6(f) of the Resource Management Act to treat historic heritage as a matter of national importance and Section 10 of the Local Government Act 2002 states that the purpose of local government is to:

“Enable democratic local decision-making and action by, and on behalf of, communities; and

Promote the social, economic, environmental, and cultural wellbeing of communities, in the present and for the future.”

The ICOMOS New Zealand Charter (International Convention on Monuments and Sites) sets out the purpose of conservation of sites of cultural heritage value where they:

- Have lasting values and can be appreciated in their own right;
- Teach us about the past and the culture of those who came before us;
- Provide the context for community identity whereby people relate to the land and to those who have gone before;
- Provide variety and contrast in the modern world and a measure against which we can compare the achievements of today;
- And provide visible evidence of the continuity between past, present and future.

Decision Making Process

Options have been arrived at in accordance with Section 77 of the Local Government Act 2002 and a review undertaken to ensure that the economic, social, cultural and financial implications have been taken into account. A cost-benefit analysis of the situation relating to the Railway Station identified the following options and implications:

Option	Benefits/costs social wellbeing	Benefits/costs Economic wellbeing	Benefits/costs Cultural wellbeing	Benefits/costs Environmental
<p>1. Council has nothing more to do with the station project.</p>	<ul style="list-style-type: none"> • Building is likely to be vandalised as building has little future use, will not contribute to civic pride in Henderson. • No financial cost in terms of staff time/contributions. 	<ul style="list-style-type: none"> • Council saves money in the short term but may have to deal with another proposal from alternative groups seeking to use building e.g. artists, cultural groups that require subsidy. 	<ul style="list-style-type: none"> • A building of heritage value will remain at risk in the City Centre and detract from Council's support for the arts and heritage. • No added cost to ratepayer. 	<ul style="list-style-type: none"> • Building remains an eyesore, at risk of vandalism. • No financial cost for Council but may distract investors to the City centre. • Health and safety risk that may need to be fenced off.
<p>2. Advocate for extension of lease and if successful, grant \$50,000 towards the Restoration fund (conditional on there being a wider fund raising strategy.</p>	<ul style="list-style-type: none"> • First stage only requires Council staff time in advocacy. Supporting the Henderson Heritage Trust important to show good faith with significant restoration agency in the City. • \$50,000 is a relatively small cost to achieve a restoration. 	<ul style="list-style-type: none"> • Small cost in first phase for staff time. • Relatively small cost if lease granted compared to other public goods Council supports e.g. recreation centres, twin streams, libraries. 	<ul style="list-style-type: none"> • A significant building in the City centre may be preserved for future generations. • Link between past and present. • Retain City's heritage. 	<ul style="list-style-type: none"> • Council's expenditure costs limited to \$50,000 only, no ongoing risks or liabilities. • Building should be restored and become a "feature" rather than an eyesore.

Option	Benefits/costs social wellbeing	Benefits/costs Economic wellbeing	Benefits/costs Cultural wellbeing	Benefits/costs Environmental
<p>3. Council purchases building from Trust for nominal fee and negotiates a lease directly with ARTA/ ONTRACK</p>	<ul style="list-style-type: none"> Public good outcome would be same/similar for purchase of arts related properties and other "at risk" heritage buildings. However, cost implications not budgeted for in the LTCCP. 	<ul style="list-style-type: none"> Economic wellbeing would be detrimentally affected unless the building was sub-leased to a Trust that could raise its own funding. Council would carry financial risk and loss of income while building was renovated. Criticism from ratepayers if Council takes financial risks with no policy basis for intervening in heritage properties. 	<ul style="list-style-type: none"> Positive effect on Cultural wellbeing but at the cost of other smaller projects. 	<ul style="list-style-type: none"> Building most likely to be preserved for the long term.

The analysis outlined above identifies that option 2 – advocacy and a financial contribution from the Council to a Restoration fund is the most desirable in terms of limiting Council’s exposure to commercial risk whilst still supporting the Henderson Heritage Trust in their negotiations for a long-term lease and restoration. The \$50,000 is only payable if a long term lease agreement is reached between the parties.

It is considered that the development of the new transport precinct has been achieved for the benefit of the wider community and the retention and preservation of the Station building would enable a unique piece of Waitakere’s heritage to remain in its original position and be integrated into the town centre. If the Henderson Heritage Trust can secure a long term lease of the land with Council’s support, then it is recommended that Council provide \$50,000 as a seeding fund for the restoration of the building from the 2007/2008 heritage projects budget. This would demonstrate good faith by Council to follow through with its original intention of protecting the City’s heritage and to fulfil its statutory obligations under the Resource Management Act and Local Government Act 2002. However, this \$50,000 seeding funding would be a one-off payment only and Council would not be responsible for funding or project managing the restoration of the historic railway station. The seeding fund would enable the Henderson Heritage Trust to attract funding from other sources.

RESOURCES

There are no resources other than staff time required to liaise with the Henderson Heritage Trust and ONTRACK to negotiate a long term lease of the Station and its immediate environs. If the Trust is able to negotiate a 20 year lease of the Station then it is recommended that Council provide the Trust with \$50,000 towards the restoration project once the necessary consents are in place. This \$50,000 is available from the 2007/2008 Heritage Projects Budget approved in the Long Term Council Community Plan 2006-2016.

CONCLUSION

The resource consent has been withdrawn as the historic railway station no longer needs to be removed. The planned double-tracking and electrification can occur provided that the platform is cut back.

The Council also has responsibilities under the RMA 1991 and Local Government Act 2002 to protect historic heritage and provide for cultural wellbeing. It would be appropriate in the circumstances to support the Henderson Heritage Trust in its negotiations with ONTRACK for a long-term lease of the building. If this can be achieved then it is considered that Council should also offer the Trust \$50,000 financial support as a "one-off payment" from its heritage budget approved for 2007/2008 to assist with the restoration project.

RECOMMENDATIONS

1. That the Henderson Heritage Station report be received.
2. That the Council's heritage staff and Legal Services Manager work with ONTRACK and the Henderson Heritage Trust to advocate for a long term lease of the Henderson Heritage Station.
3. That, if the Henderson Heritage Trust can secure a long-term lease of the station, then Council provide the Trust with a contribution of up to \$50,000 to assist with the restoration of the Henderson Heritage Station, providing that:
 - a) the Trust has a plan for raising the balance of the funds to complete the project; and
 - b) the necessary regulatory consents are obtained.

Report prepared by: Alina Wimmer, Principal Advisor: Heritage.



6 **HENDERSON YOUTH FACILITY PROJECT UPDATE AND RENEWAL WORK FOR WEST WAVE RECREATION CENTRE**

PURPOSE OF THE REPORT

The purpose of this report is to update the Projects Special Committee on the progress to date on the development of the Henderson Youth Facility (the Facility) project and to seek approval to expand the scope of the project to include the renewal and upgrading work required at West Wave Recreation Centre (the Centre).

BACKGROUND

The Projects Special Committee confirmed its commitment to the development of a Henderson youth facility at its May 2006 meeting by recommending to the Long Term Council Community Plan and Annual Plan Special Committee that funding be brought forward. Subsequently a total of \$2,598,000 million was approved.

The Projects Special Committee also resolved the following at their May 2006 meeting:

- “2. That the Projects Special Committee endorses the concept of retro-fitting the former Henderson Library space for a Youth Facility.
3. That the Projects Special Committee endorses the delivery model of a Council owned Youth Facility fitted out and managed by a service supplier.
4. That the Projects Special Committee recommends to the Long Term Council Community Plan and Annual Plan Special Committee that \$200,000 be allocated in 2006/2007 for modernising the West Wave Recreation Centre.
5. That the Projects Special Committee recommends to the Long Term Council Community Plan and Annual Plan Special Committee that \$500,000 be allocated in 2009/2010 for renewal funding for the West Wave Recreation Centre.
6. That the Projects Special Committee endorses the consequential relocation of Council’s Information Management Project Team by January 2007 to allow a Youth Facility to be developed on the lower level of the former Henderson Library site, and recommends to the Long Term Council Community Plan and Annual Plan Special Committee that appropriate provisions be made within the 2006-2016 Long Term Council Community Plan for relocation and operational costs.
12. That Corban Revell be advised that there will be no extension to their lease at Alderman Drive beyond their current term of lease being either 14 July 2007, or the date at which they relocate to a building at the Waitakere Central complex should they commit on or before 14 October 2006 to moving to Waitakere Central.”

922/2006

A report clarifying the concept of the Facility and updating the Committee on proposals received from organisations interested in becoming a service provider was presented to the Projects Special Committee in September 2006. The Committee resolved the following:

- “2. That the concept of providing for youth in the Youth Facility as a place that is accessible by as many young people (in the 13-25 age group) as possible, who are willing to participate in social and cultural activities and events such as dance music and creativity programmes, and also those who find a focal meeting area for their community, be approved.
3. That Council officers conduct a second stage of negotiations and interviews with the YMCA, Primal Youth Trust, Unitec and Zeal for the service provision of the Youth Facility.
4. That Council officers notify Merlin Studio that they would not be taking their proposal for the service provision of the Youth Facility further at this stage.

5. *That the results from negotiations with YMCA, Primal Youth Trust, Unitec and Zeal for the service provision of the Youth Facility be brought back to the Tenders Subcommittee for their approval.*
6. *That the results from negotiations with YMCA, Primal Youth Trust, Unitec and Zeal for the service provision of the Youth Facility be brought back to the Youth Council for their feedback.*
7. *That the Projects Special Committee endorses the relocation of the Information Management Project Team to the upper level of the former Henderson Library and approves the subsequent retrofitting of the upper level."*

1720/2006

STRATEGIC CONTEXT

Overall, the proposed Facility project primarily seeks to advance the Council's strategic priority of First Call for Children by giving consideration to the needs and rights of young people in Council activities and planning. Council advocates and supports the wellbeing of young people, and achieves community outcomes through the following strategic platforms:

- **Strong Communities:** People are active, informed, healthy and content. They feel safe and there is a strong sense of community. Our city is a great place for children and youth. We enjoy our diversity of lifestyles and people.
- **Urban and Rural Villages:** Town Centres are thriving places, providing exciting options for people to live, work and play. Public facilities, places and spaces teem with people; the streets are alive and busy.

An additional strategic priority is "Lifelong Learning", whereby the vision is "A city where everyone can access flexible, creative, inspirational and affordable learning and participate in city life."

It may also have an indirect application to the Strong Innovative Economy to which these promising and talented young people might contribute through the creative and entertainment industries.

ISSUES

Service Providers

At the May 2006 Projects Special Committee meeting it was resolved:

- “3. *That the Projects Special Committee endorses the delivery model of a Council owned Youth Facility fitted out and managed by a service supplier.*”

922/2006

The Project Advisory Group and Project Control Group developed criteria for the selection of an appropriate service provider. Both groups agreed the best method would be to conduct a process similar to that of a public tender. In early August 2006 advertisements were placed in the New Zealand Herald and Western Leader asking for interested parties to submit a proposal.

Proposals were measured against their experience in the operation of music/recording studios, their track record and management, their methodology for delivery and their financial support. A total of 12 proposal documents were requested by various parties however only five proposals were submitted (YMCA, Primal Youth Trust, Unitec, Zeal and Merlin Studio).

The Project Advisory Group, Project Control Group, and the Youth Council felt that no one proposal met the attributes listed above to a sufficient standard for the service provision of the Facility. It was therefore inappropriate to make a decision about the management of the Facility.

The Project Advisory Group, Project Control Group, and the Youth Council developed stage two criteria, which involved the requirement to submit a full business proposal, the presentation of a proposal to a Council panel followed by a formal interview process. Stage two criteria consisted of evaluating proposals on:

- organisational performance;
- their vision and management;
- methodology;
- financial capacity, and
- building design.

After submitting stage one proposals YMCA, Primal Youth Trust, Unitec and Zeal were asked to confirm their interest in progressing to stage two. YMCA and Unitec have since chosen to withdraw from the process. Unitec have expressed a desire to enter into a lease agreement or similar, for ongoing long term use of the space but can not commit to the management of the entire Facility.

Organisations were given until Friday, 13 October 2006 to submit their proposals. At the time of writing this report proposals had not been submitted. Presentations and interviews will be carried out during late October 2006.

Stage two proposals will be reviewed by the Youth Council, the Project Advisory Group and the Project Control Group.

After collating the feedback, officers will present recommendations to the Tenders Subcommittee at its November meeting. The results of which will be presented to the Youth Council at a special workshop held in either December 2006 or January 2007.

The September 2006 report to this Committee also made the comment that "this process may cause delays to the detailed design. It is important that the correct service provider(s) be chosen and that time is allowed to follow due process". By carrying out stage two negotiations there is a delay to the project of approximately 6 weeks to date. However, it is expected that construction will commence in June 2007.

West Wave Recreation Centre Renewal Project

In a report to the Projects Special Committee in May 2006 officers recommended that Council consider the long term use of the Centre. At that time, no allowance had been made in the draft Long Term Council Community Plan for major renewal work. This was due to the uncertainty of the building's future whilst awaiting a decision on the potential development of a youth facility. Because of the deferred maintenance there is now a large amount of work to be carried out. The nature of the work is such that it will require the shut down of the Centre. Officers have been investigating the possibility of carrying out renewal work at the same time as physical works are being undertaken for the Facility, to deliver process efficiencies and cost savings. The intention is to minimise the effect to users of the precinct and to ensure that the Centre is only closed down once, instead of on two separate occasions. The shut down will reduce the income generated by the Recreation Centre over the shut down and this reduction has been reflected in the LTCCP 2007/2008 income projections.

Budget

Capital Funding in Long Term Council Community Plan 2006-2016				
Details	2006/2007	2007/2008	2008/2009	2009/2010
Recreation Centre	200,000	0	0	542,000
Youth Facility	2,394,000	154,000	0	0
Rates Impact of Depreciation (Youth Facility)	Depreciation not funded			50,960
Rates Impact of Depreciation (Recreation Centre)	Depreciation not funded		10,000	10,000
Debt Servicing	42,153	171,113	178,620	187,428
Operating Grant	0	154,000	159,000	163,000
Total existing rates Impact	42,153	325,113	347,620	411,388

Existing percentage increase on rates	0.04%	0.29%	0.28%	0.31%
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Funding Requested / Adjustments				
Details	2006/2007	2007/2008	2008/2009	2009/2010
Recreation Centre	700,000	1,600,000		(542,000)
Youth Centre Cash Flows	(1,594,000)	1,594,000		
Rates Impact of Depreciation (Recreation Centre)	Depreciation not funded		115,000	115,000
Increased Running Costs	0	0	95,000	98,000
Debt Servicing	(14,528)	(6,208)	149,500	140,693
Loss of Revenue from Recreation Centre	25,000	50,000	0	0
Less estimated increased revenue from operations	0	0	(525,000)	(537,000)
Total impact of changes on rates	10,473	43,793	(375,500)	(396,308)

Percentage increase of changes on rates	0.01%	0.04%	-0.31%	-0.30%
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Overall percentage impact of changes on rates	0.05%	0.33%	-0.02%	0.01%
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With confirmation of Council's commitment to the retro-fitting of the former Henderson Library space into a youth facility a total of \$742,000 was allocated for renewal work of the Recreation Centre. In 2006/2007 \$200,000 is allocated for the replacement of the floor with a further \$542,000 allocated in 2009/2010 to cover general renewal work.

Upon further investigation it has been discovered that there is a large amount of work that needs to be carried out to upgrade Health and Safety and compliance issues. It is estimated that \$1,150,000 is required, for the removal of the remaining asbestos from the roof and ceiling cladding, the installation of a new roof, along with the relocation of the main switch board which is currently exposed in the middle of the main floor and the rewiring required to bring the Centre up to required standards.

The additional renewal work is estimated to cost \$650,000 (with a further \$1,150,000 required for compliance issues as mentioned above). In addition Council has allocated \$742,000 in the Long Term Council Community Plan. As referred to above \$200,000 is in the 2006/2007 year and \$542,000 of this is currently allocated to the 2009/2010 year in the Long Term Council Community Plan, which will need to be brought forward if approval is given to carry out the renewal work at the same time as the Youth Facility project. The renewal work will cover items such as the repair of floor surfaces, the upgrade of the toilet/changing room facilities, an upgrade of the activity rooms/storage areas, painting the interior and improving the lighting and ventilation of the Centre.

Timing

Such work will require a complete close down of the Centre for a number of months, possibly up to six months. Management of West Wave have suggested the best time would be to close the Centre after the first term holiday programme (which would be in the end of April 2007). This is slightly ahead of the proposed timeline for construction of the Facility (in June 2007) however work to remove the asbestos needs to be completed prior to the start of the Youth Facility project due to the joint areas in the ceiling/roof.

Gym Capacity

An expanded gym area is required to keep up with the demand for space in the fitness centre. Currently the West Wave Aquatic Centre has 2291 members, exceeding Council's previous expectations and meaning that the upstairs gym is at maximum capacity. To facilitate demand the aerobics timetable was expanded and Les Mills aerobics was introduced. As membership continues to grow, a more permanent solution is needed. Council is faced with two options:

- a) close membership to the West Wave gym and declare it at capacity;
- b) include an expanded gym area in the renewal work being carried out in the Centre.

The use of the expanded gym should see an increase of approximately \$500,000 revenue per year in the long term with a modest rise in expenses of approximately \$90,000 pa. Consequently this would decrease the Council subsidy to operate West Wave.

Therefore it is proposed that an overflow gym area be created to alleviate the strain in the main gym. The placement of an expanded gym area would reduce the main floor space in the Centre from approximately 1680m² to 1180m². The majority of users that currently hire the floor space where the proposed gym would be located could use other areas within the Centre as there are very few users that require the entire 1680 m². The exception is the City of Waitakere Roller Sports Club who hire the main floor four times a week.

Community Group Issues

It is recommended that the Waitakere City Roller Skaters (the skaters) be notified that at the completion of the upgrade work to the Centre that they will no longer be permitted to skate on the floor at the Centre for a number of reasons. The skaters currently hire the entire main floor space (which is made up of four hireable spaces) and kitchenette during peak times with minimal club members participating. Officers believe that the Centre can be better managed by offering greater use of the floor space to other community groups which will see an increased in participation, range of activities, revenue and annual visitor numbers to the Centre.

The creation of an expanded gym as part of the upgrade will reduce the main floor space will also impact on the space currently utilised by the skaters and may therefore make it impossible to both expand the gym which will benefit the majority, contribute to a healthy City and will also generate greater revenue return.

Currently the skaters pay a nominal fee of \$25 per hour. If each space was charged out separately the space would be hired out at \$110 per hour. In addition a supplementary clean of the floor is provided at a cost to the Centre of \$80 plus GST per week. The other two standard cleans have also been arranged to occur prior to the skaters utilising the Centre. Prior to arranging for additional cleaning the hirer was frequently refusing to pay invoices commenting that the floor was not up to a suitable standard and that due to dirt and spills on the floor their members were having numerous falls. When comparing the revenue from hireage of the floor space to the skaters with the costs to the Centre to provide the space it is not considered a viable option and Council is subsidising the club significantly more than other Centre users.

Furthermore there is concern that the roller skates and inline skates used by the user group often leave marks and indents in the floor which can only be removed by re-sanding the floor. Originally the skaters were allowed to skate on the floor because it was thought the floor would be demolished. With a change in direction and the commitment by Council to maintain the Centre the continued use by the skaters could result in further deterioration of the floor, reducing the life and increasing the ongoing maintenance work required. Furthermore the manufacturer has said that the use of chalk (which is sometimes used by the skaters) will null and void any warranty. Other facilities within the City, such as The Trusts Stadium have and expressed concern about potential damage to flooring caused by skating.

Officers have also received a request from the Judo club on behalf of a large number of martial arts clubs that use the Centre to lay permanent matting on the floor. Currently the martial arts room floor is made from flooring board. A large number of the regular Centre night users are martial arts clubs; hence the development of a specific room.

The clubs that use matting are required to lay and pack away their matting after each use. This is taking clubs up to 45 minutes in set up time (for which they are charged). The clubs have requested that they can have their mats laid permanently on top of the existing flooring. Many groups have now out grown the size of the existing room and use the main floor area. Officers do not believe it is practical to use the main floor area as this would impact on other users, particularly shows. However, if the martial arts room was expanded by moving one wall approximately 2 metres towards the main floor there would be sufficient space for the mats to be laid permanently in a room that could be closed off. This in effect would create the ability to have multiple users in the Centre at one time with minimal disturbance between the groups.

If laid permanently other community groups could also use the mats for activities such as pre-school gymnastics. If such work was to be carried out it would need to be included in the scope of the project.

The renewal project provides an opportunity to design and develop a Centre which is better suited to the needs of the users.

User Impact

The Centre has an average of 50,000 visitors during a six month period (made up from approximately 46 different user groups/users). Along the Centre walls there are also four main lease groups; Plunket, Music Education, West Auckland Arts Council and Council's parking wardens. All of the groups named would be impacted by the Project. The tenants pay a nominal sum to Council (with the exception of Council's parking wardens) for the use of their spaces in recognition of their importance within the community. It is proposed that Council does not commit to finding alternative locations for user groups/tenants as this would set a precedent for finding accommodation for all users of Council buildings when renewal work is being carried out. (Some groups have indicated they will be requesting that Council fund their relocation and find them a suitable alternative space).

However, officers will be giving their best endeavours to locate suitable alternatives. Alternatives being investigated include the following:

- the use of local schools;
- the possibility of hiring space from the Trusts Stadium;
- the possibility of hiring space from Hobsonville Land company who own the Hobsonville Airbase;
- the possibility of utilising the former Te Atatu South library temporarily (an agenda report is being presented at the Henderson Community Board November meeting);
- the possibility of relocating the West Auckland Arts Council to Corban Estate.

However, even with alternative venues it is unlikely all users will be able to find suitable space and it will be the responsibility of the user groups to find alternative locations. Council is required to give tenants 90 days notice of the need to relocate and Centre hirer/users have to apply annually for bookings. No bookings have been taken for 2007 to date. However, many users carry over their exact same bookings and have been at the Centre for a number of years. A letter was sent in October 2006 to all users of the facility notifying them that Council will be considering whether to carry out the upgrade and renewal work at the Centre and that they will be notified of the outcome in mid November 2007. The letter mentioned that the work is likely to take several months starting in mid 2007.

RESOURCES

There is currently a capital budget of \$2,598,000 for the development of a Henderson youth facility allocated between 2005-2008 in the Long Term Council Community Plan. A further \$150,000 per financial year before BERL adjustments, is allocated as an operational subsidy for a service provider starting in 2007/2008.

The fit-out of the top level at the current Corban Revell site for Information Management is included in the Information Management budget.

In the Long Term Council Community Plan \$200,000 was allocated in 2006/2007 for the installation of a new floor for the West Wave Recreation 42,000 allocated in 2009/2010 be brought forward into 2007/2008.

To complete the required renewal and upgrading work for the Centre a further \$1,800,000 is required in the 2006/2007 and 2007/2008 Annual Plan as per the funding chart.

CONCLUSION

At the May 2006 meeting the Projects Special Committee resolved for the Facility to be operated by a service provider. Officers called for proposals from interested parties. No one proposal met all the required attributes to a sufficient standard. It was therefore inappropriate to make a decision about the management of the Facility and further information was requested from the YMCA, Primal Youth Trust, Unitec and Zeal. The YMCA and Unitec have since chosen to withdraw from the process. At the time of writing this report proposals had not been submitted to Council. Presentations and interviews will be carried out during late October 2006. After collating the feedback officers will present recommendations to the Tenders Subcommittee.

Officers have been investigating the possibility of carrying out renewal work required on the West Wave Recreation Centre at the same time as physical works are undertaken for the Youth Facility to deliver critical mass efficiencies. The intention is to minimise the effect to users of the precinct and to ensure that the Centre is only closed down once, instead of on two separate occasions. In 2006/2007 \$200,000 is allocated to replace the floor with a further \$542,000 allocated in 2009/2010 (which will need to be brought forward) to cover general renewal work. Upon further investigation it has been discovered that a large amount of compliance and upgrading work needs to be carried out. It is estimated that the total project will cost \$2,542,000 and the report seeks a further \$1.8 million to complete the work. Such work will require a complete close down of the Centre for up to six months which will impact a number of users.

RECOMMENDATIONS

1. That the Henderson Youth Facility Update and Renewal Work for West Wave Recreation Centre report be received.
2. That the renewal and upgrading work for the West Wave Recreation Centre be carried out as part of the Henderson Youth Facility project in 2007.
3. That it be recommended to Council that \$542,000 (berl adjusted) allocated in the Long Term Council Community Plan in 2009/2010 for the renewal of the West Wave Recreation Centre be brought forward to 2006/2007 as per the funding chart.
4. That it be recommended to Council that a further \$1.8 million be allocated in the 2006/2007 and 2007/2008 Annual Plan for the upgrading and compliance work required for the West Wave Recreation Centre as per the funding chart.
5. That the Projects Special Committee endorse the development of an expanded gym area as part of the West Wave Recreation Centre renewal project.
6. That all users and tenants of the West Wave Recreation Centre be given notice of the upcoming work.
7. That all users and tenants of the West Wave Recreation Centre be requested to temporarily relocate by May 2007 at their own expense.
8. That the Projects Special Committee resolve for Council to notify the Waitakere City Roller Skaters that they will not be able to continue to skate in the main floor of the West Wave Recreation Centre after the upgrade is complete.
9. That the Projects Special Committee approve the martial arts club's request to have permanent matting laid on the floor with the extension of the martial arts room as part of the West Wave Recreation Centre work.

Report prepared by: Clare Dwyer, Leisure Planner.

