



Waitakere City Council  
*Te Taiao o Waitakere*

## NOTICE OF MEETING

# PROJECTS SPECIAL COMMITTEE

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

**DATE:**            **Wednesday, 5 September 2007**            **TIME:**            **9.30 am**

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

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

*C Fernandes*

30 August 2007

Carmen Fernandes  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8887

### **MEMBERSHIP:**

Councillors	RP	Dallow, QPM, JP (Chairman)
	AK	Corban, OBE, JP (Deputy Chairman)
	DQ	Battersby, JP
	JM	Clews, QSO, JP
	LA	Cooper
	C	Harding, JP
	PA	Hulse

Mayor RA Harvey, QSO, JP (ex officio)  
Deputy Mayor CA Stone (ex officio)

(Quorum 4 members)

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

**AGENDA FOR A MEETING OF THE PROJECTS SPECIAL COMMITTEE TO BE HELD AT  
WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,  
ON WEDNESDAY, 5 SEPTEMBER 2007 COMMENCING AT 9.30 AM.**

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ON WEDNESDAY, 5 SEPTEMBER 2007 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 CONFLICTS OF INTEREST**

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



**4 CONFIRMATION OF MINUTES**

Meeting Minutes - Wednesday, 1 August 2007.

**RECOMMENDATION**

That the minutes of the Meeting of the Projects Special Committee held on Wednesday, 1 August 2007, including the public excluded minutes as circulated, be taken as read and now be confirmed.

The public excluded minutes are attached to the Confidential Supplement.



5 **APPROVAL OF DETAILED DESIGN FOR THE WEST WAVE RECREATION CENTRE UPGRADE, GLOBAL CAFE (HENDERSON YOUTH FACILITY) AND INFORMATION MANAGEMENT PROJECT TEAM OFFICE SPACE**

**GLOSSARY**

Henderson Youth Facility	(Global Cafe)
West Wave Recreation Centre	(Recreation Centre)
Information Management project team office space	(IM office space)
Financial and Operational Performance Committee	(FOP)
Long Term Council Community Plan	(LTCCP)
Project Control Group	(PCG)

**PURPOSE OF THE REPORT**

The purpose of this report is to present the detailed designs for the West Wave Recreation Centre (Recreation Centre), the Henderson Youth Facility (Global Cafe) and Information Management project team office space (IM office space) and seek approval from the Projects Special Committee to progress with tendering the works.

**BACKGROUND**

In 2006, Council committed to retro fitting the former Henderson Library located at Alderman Drive, to develop a youth facility. Global Cafe will cater for youth aged 13-25 with a focus on music, performance and art. Global Cafe will have recording rooms, meeting spaces, a cafe, performance areas and a community room.

As a consequence of approving the development of Global Cafe Council's Information Management project team were required to relocate. Officers recommended that the upstairs space located at Alderman Drive be utilised. However, to make the site suitable a large amount of remedial work was required to make the site both compliant and suitable as office space.

To create efficiencies officers recommended carrying out upgrade work on the Recreation Centre at the same time as developing Global Cafe. Very little work had been carried out on the Recreation Centre due to the uncertainty of the building's future whilst awaiting a decision on the potential development of a youth facility. By carrying out the work as one project the intention was to minimise the effect to users of the precinct.

All three sub projects have been combined under the umbrella of the Youth Facility project. A budget of \$5,948,000 has been approved, however estimates done in July (that have not been put out to tender) to complete the project total \$6,597,687, creating a budget shortfall of approximately \$650,000, reduced by savings to \$400,000.

Council officers are proposing that surplus from the Waitakere Central project be utilised to cover the shortfall which will be quantified when tenders are received.

**STRATEGIC CONTEXT**

Council's leisure facilities and activities contribute to the well being of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Draft Leisure Strategy Plan guides the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and provided efficiently. Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

To improve the well being of the City's people and communities, the Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding and support of activity initiatives. Through the Strategic Plan Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop a City where: "People are active, healthy and content. They feel safe and there is a strong sense of community".

## ISSUES

### Detailed Design

In January 2007, the Projects Special Committee passed the following resolutions:

- “2. That concept layout “Z4” for the Henderson Youth Facility as presented at the meeting be endorsed.
3. That the Director: City Services be delegated authority to sign off any minor changes to the design concept arising from the community youth services workshop.
4. That approval be given to commence detailed design for the Henderson Youth Facility based on concept layout “Z4” as presented at the meeting.
5. That Council officers bring back to the Projects Special Committee a detailed design for the Henderson Youth Facility for approval.”

23/2007

A1-A3

In January 2007, the architects presented three concept designs for Global Cafe for Council to choose one to progress. Council officers and Project Advisory Group (PAG) have worked through changes to the concept to increase the functionality. Officers now have a detailed design concept ready for cost estimates and tendering. Updates have been presented to the Projects Special Committee regularly throughout the process. Attachments at pages A1 to A3 show the detailed design drawings for Global Cafe.

Since the last design was presented to the Projects Special Committee in August 2007, the following changes have been made:

- The reception bench has been altered to provide accessibility for people in wheelchairs;
- The double pivot doors between the art display area and art space has been replaced by a single pivot door. This change was made to reduce the costs;
- One of the projectors has been moved from the art space into the art display area. Officers believe there will be greater use of the projector for displays than in the teaching space;
- The kitchen has been redesigned. This was requested by Zeal as they felt the proposed design had a number of fittings and fixtures that they did not require. The layout has also been re-ordered to increase operational functionality as requested by Zeal. The curved bench is a design change for aesthetics.

A4

There have been no updates to the design for the IM office space since it was presented to the Projects Special Committee in August. Attachment at page A4 shows the detailed design for the IM office space.

A5

There have been no updates to the design for Recreation Centre since it was presented to the Projects Special Committee in August. Attachment at page A5 shows the detailed design for the Recreation Centre.

All three detailed design components will be put out to public tender in October 2007 and a report will be presented to the Tenders Subcommittee following the evaluation of the tenders.

### **Budget**

In June 2007, Council officers presented a report to the Long Term Council Community Plan and Annual Plan Special Committee outlining that several design items were under estimated in the original concept phase. As at June, the quantity surveyor estimated all three projects (creating Global Cafe, the Recreation Centre upgrade and creating office space for the Information Management project team and making the site compliant) to cost \$6,597,897. This created a budget shortfall of \$650,000. The savings identified reduce this difference to \$400,000. Officers have been through a process of reducing costs but reducing the scope further poses significant risks and the potential of leaving Council with a "white elephant". In the report Council officers recommended using a portion of the surplus from the Waitakere Central project to fund the shortfall which was generally accepted. At the time Council officers did not seek a resolution to support the use of the surplus as Council officers were unclear of the amount required to fund the shortfall, if any and recommended waiting until the tenders come in.

A report is being presented to the Financial and Operational Performance Committee (FOP) later this month seeking delegation to be given to the Tenders Subcommittee to approve at their discretion to fund (if any) shortfall up to the value of \$650,000.

Tenders will be reviewed and presented to the Tenders Subcommittee in October 2007, at which time Council officers will have an accurate cost for completing the project. By the FOP Committee authorising the Tenders Subcommittee to approve any additional budget required further delays in the project will be eliminated.

### **RESOURCES**

For all the Projects (Global Cafe, the Recreation Centre upgrade and the creation of office space for Council's Information Management project team) the approved budget is \$5,948,000.

The budget comprises of \$2,548,000 approved for Global Cafe. With a further \$3,400,000 for the Recreation Centre upgrade, the relocation of Information Management and to make the site compliant was approved.

The current estimate (that has not been put out to tender) to complete the project is \$6,597,687, creating a budget shortfall of approximately \$650,000, reduced by savings to \$400,000.

Council officers are proposing that surplus from the Waitakere Central project be utilised to cover the shortfall which will be quantified when tenders are received.

### **CONCLUSION**

A1-A5

Detailed design for the Global Cafe, the Recreation Centre and IM office space is now complete. Attachments at pages A1 to A5 show the latest drawings. Council officers have previously reported that estimates done by the quantity surveyor in June 2007 estimated all three projects (Global Cafe, the Recreation Centre upgrade and creating office space for the Information Management project team and making the site compliant) to cost \$6,597,897. This created a budget shortfall of \$650,000. The savings identified reduce this difference to \$400,000. Council officers recommended using a portion of the surplus from the Waitakere Central project. A report is being presented to FOP later this month seeking delegation to be given to the Tenders Subcommittee to approve at their discretion to fund (if any) shortfall up to the value of \$650,000.

## RECOMMENDATIONS

- A1-A5
1. That the Approval of Detailed Design for the West Wave Recreation Centre Upgrade, Global Cafe (Henderson Youth Facility) and Information Management Project Team Office Space Project report be received.
  2. That the Projects Special Committee approve the detailed designs of the West Wave Recreation Centre, Global Cafe and the Information Management project team office space as shown in attachments at pages A1 to A5 to the Agenda.

Report prepared by: Clare Sarney, Leisure Planner



## 6 HOUSING FOR OLDER ADULTS - REVITALISATION PROJECT UPDATE

### GLOSSARY

Housing for Older Adults (HFOA)  
Housing New Zealand Corporation (HNZC)

### PURPOSE OF THE REPORT

The purpose of this report is to update the Projects Special Committee on the progress of the revitalisation project for Council's Housing for Older Adults (HFOA) Villages and the application for Housing Innovation Fund administered by Housing New Zealand Corporation (HNZC).

### BACKGROUND

Council has accepted the offer from HNZC for \$1.5 million from its Housing Innovation Fund. This approval was granted at the Council meeting of 27 June 2007.

1. *That the Housing for Older Adults Revitalisation – Suspensory Loan Documentation report be received.*
2. *That the Council approve the giving of first mortgage security to secure repayment of the \$1.5 million suspensory loan for upgrading purposes over the following properties:*

<i>Flagstaff Village – 6 Flagstaff Place Massey</i>	<i>Lot 71 DP 76425</i>
<i>Jack Smyth Village – 14 Royal Road, Massey</i>	<i>Lot 1 DP 84282</i>
<i>Kaurilands Court – 18 Kaurilands Road, Titirangi</i>	<i>Pt Lot 3 DP 34220</i>
<i>North Karaka Court – 19 Karaka Street, New Lynn</i>	<i>Lot 33 DP 10124</i>
	<i>Lot 10 DP 43957</i>
<i>Kaumatua Village – 11 Kaumatua Place, Te Atatu</i>	<i>Lot 10 DP 59308”</i>

*1158/2007*

The funding for HNZC, together with Council funding, will be used to upgrade five of the twelve HFOA villages owned by Council, with improvements planned to enhance safety, security, design and health living in the villages. The remaining villages will be upgraded in subsequent years.

The last report to the Projects Special Committee on the Housing for Older Adults Revitalisation update was 2 May 2007 and, at that meeting, it was resolved:

*“That the Housing for Older Adults Revitalisation Update Project be received.”*

*861/2007*

## STRATEGIC CONTEXT

Sustainable Development and Safe City. Of further strategic importance when considering Council's provision for housing in the city are the following platforms:

### ***Urban and Rural Villages & Integrated Transport and Communications:***

- By ensuring people have choices in their housing and have accessibility to transport and communication links.

### ***Strong Communities:***

- By supporting the health and wellbeing of the Community.

## ISSUES

### **Housing Innovation Fund Application**

Preparation work for a new application for funding from the Housing Innovation Fund is under-way for the 2007/2008 Year. Due to the amount of work involved in the preparation, the finalisation of this application will not be until the end of the financial year. This will have no impact on the current year's work programme, as sufficient funding is available with Council's contribution as well as the recent \$1.5 million obtained from HNZC.

The second application will be for a similar amount (\$1.5 million) and will cover upgrades in 2008/2009 to the following units:

- Kaumatua Part 2;
- 10 Karaka;
- Tane;
- Westview;

with Godley, Harmony and Hutchinson remaining for 2009/2010.

Two issues have yet to be resolved:

1. The potential for Godley Road and/or Harmony to become an expanded "Wilsher" type development.
2. Additional claims beyond the second application of \$1.5 million, amounting currently to a value of \$0.5 million, will be made to the Housing Innovation Fund to fund general cost increases since this project was envisaged and also the external grounds' developments.

### **Pilot Programme**

Pilot programmes have been prepared for Kaurilands, Jack Smyth, Flagstaff, Kaumatua and 19 Karaka. This involves the development of one vacant unit as a demonstration model prior to the main revitalisation. At the time of writing this report, all consents (apart from 19 Karaka) have been lodged.

19 Karaka is experiencing some time delays due to the completion of the detailed design drawings, which have encountered some issues with the existing unit layouts and difficulty in ensuring that these units meet the minimum standards. However, these issues will be overcome and it is likely that these delays will not have any impact on final timelines.

Tenders have been received for the initial pilot programme at Kaurilands, and work was commenced in early August 2007. A verbal update will be provided for the remainder of the units, as works had not yet begun for the remaining units at the time of writing this report.

An area of risk is the cost of the units, with the pilot tenders coming in over their expected costings. It is likely that we will get economies on scale once the full revitalisation project is tendered.

### **Main Upgrade Project (2007/2008)**

The main project consists of upgrades to Kaurilands, Jack Smyth, Flagstaff, Kaumatua and 19 Karaka. It is envisaged that works will commence in October 2007 and will be completed by March and April next year.

Due to the differing layouts and asset conditions in each village, the type of work being undertaken varies on a village to village basis. Some units have been renovated in the past few years, and will only require minor works, whereas other units have not had any internal renewal undertaken for a significant period of time.

Sustainability and eco-friendly options have been incorporated at a basic level into the design features of the revitalisation standards. The most significant contribution will be the reduction of condensation and heat loss through insulation, draught stopping and ventilation, and the installation of low-flush toilets. More advanced sustainability features are being investigated and a renewal will be carried out in a manner which will allow future retrofit once the best options for funding sources are identified.

A6

A summary of the timing and scope of works to be undertaken for each village is attached at page A6.

Plans for the unit upgrades in the villages, currently being undertaken, will be presented to this Committee for approval.

### **Wilsher Village**

Interim refurbishment for Wilsher Village will be undertaken in November. Some insulation work has already been carried out involving the replacement of the louvre windows. Further plans to provide for more insulation into the units has been stalled through technical difficulties with the design of the buildings. The upgrading planned work in November 2007 as an interim measure prior to the village redevelopment will be carried out only on those units currently occupied. No further tenant placements will be carried out in Wilsher Village due to the proposed development programme.

### **Tenant Welfare & Temporary Relocations During The Construction Phase**

Tenants have been visited and relocation has been discussed, as well as information gathered as to their preferred placements when the renovation programme takes place. Most have opted for a temporary relocation within the same village, others have opted to stay with family for the period and others have opted for a transfer where possible to other villages. Most are happy to move; however, there are two instances where the tenants have advised that they are comfortable where they are and do not want to move, even temporarily at all. A further round of visits is currently under way in order to ascertain any particular moving requirements, such as Sky Television connections, etc. to ensure that these are all covered in advance.

Recently issues have arisen through some tenants requesting significant modifications to their individual units from current designs. However, this will increase the cost and delay the project whilst design approvals are sought from HNZA. In some cases such as requests to leave units as bedsits rather than creating a separate bedroom are not possible as this is a prerequisite for HNZA grants. In any case, Council must take a long term view of the renewal programmes to improve the units for current and future tenants.

There have also been requests to remain where they are with no upgrade or modification. Again, the upgrades are being carried out not just for the benefit of the tenants but also to mitigate future maintenance costs due to obsolete design and inadequate ventilation, etc.

### **Risks Summary**

There are a number of risks managed throughout this project. As with most construction projects, there is always a risk around the tenders and the prices they will yield and this has been particularly highlighted by the prices received for the pilot tenders. As noted, it is envisaged that economies of scale should give pricings closer to the estimates for the main developments.

The other major risk which is being managed throughout this project is tenancy issues. Planning and communication are essential to ensure that this risk is mitigated

### **RESOURCES**

Current costings indicate that this project will be in the region of \$5.5 million. This includes some allowance for external upgrades. There may be a further revision on this figure once the main tenders are received.

Capital funding has been provided for in the LTCCP totalling \$2 million. In addition, Council has received \$1.5 million from HNZA for 2006/2007 and is applying for a further \$1.5 million in 2007/2008. The remainder of the funding will also be sought from HNZA. This total sought will still be under the upper limit amounts as set by HNZA; however, there is no guarantee that this funding will be provided.

### **CONCLUSION**

The overall construction of the refurbishment programme has been delayed primarily due to the delay in receiving the HNZA funding which has been reported in previous Committee Agendas. The works are scheduled to commence in October 2007 and to be finalised in March and April next year. The pilot projects are under way and planning for the temporary relocations and external improvements of unit premises, together with communications, are on schedule. Further funding will be required in the future and will be sought from HNZA, to cover cost escalations and external works.

### **RECOMMENDATIONS**

1. That the Housing for Older Adults Revitalisation Project Update Report be received.
2. That the plans for the unit upgrades at the Housing for Older Adults villages presented at this meeting be approved.
3. That requests for modifications to approved plans or exclusion from upgrade be considered and that decisions to grant these requests which will be only under exceptional circumstances, be delegated to Project Advisory group.

Report prepared by: Stephen Drumm, Group Manager: Service Management and Tina Hemsworth, Manager: Property Assets.



## 7 WORLD NETBALL CHAMPIONSHIPS - NETBALL VILLAGE UPDATE

### PURPOSE OF THE REPORT

The purpose of this report is to update the Project Special Committee on the organisation of the Netball Event Village to support the 'New World' Netball World Championships to be held at The Trusts Stadium in November 2007.

### BACKGROUND

A report was presented to the Long Term Community Council Plan and Annual Plan Special Committee outlining a proposed village concept to support the New World Netball World Championships to be held at The Trusts Stadium in November 2007 and funding of \$100,000 was allocated through that process.

A report on the proposed revised village concept was presented to the Project Special Committee at its meeting on Wednesday, 1 August 2007, the following resolutions were passed:

1. *That the Netball World Championships – Event Village Concept report be received.*
2. *That the revised World Netball Championships – Event Village Concept, with a cost of \$100,000 be approved.*
3. *That Waitakere Enterprise prioritises their support for promoting business opportunities in conjunction with this and any future events and that a meeting be held between representatives from the Council, Event organisers and the Waitakere Enterprise Board.*
4. *That the information contained in the World Netball Championships – Event Village Concept report and the associated resolutions remain confidential until such time as any contracts are negotiated and let.*

3210/2007

### STRATEGIC CONTEXT

The events portfolio is seen as supporting Council's Strong Communities platforms, supporting the promotion of social, economic, environmental and cultural well being of communities, as defined through the Local Government Act and Council's own Long Term Council Community Plan.

In 2006, the City adopted an events strategy which was developed to:

- Capitalise on the city's existing events infrastructure;
- Leverage the city's proximity to other support services and facilities of an international standard;
- Promote the attributes of Waitakere's culture and environment that differentiate the city as an event destination;
- Contribute to the city's economic development strategy by positioning Waitakere as a great place to live, work and play.

### ISSUES

The August 2007 meeting of this Committee endorsed a revised village scheme and since that time Council officers have been working on negotiating and securing the services required to run the village. A request for catering services has been sent to a number of potential caterers asking them to present a plan and pricing structure for catering within the village. Discussions are now underway with the preferred supplier, a local company.

Council officers are looking at other ways to source new income streams for the village to offset some of the costs to be incurred. These will mainly be around fees for stalls. Sponsorship is a limited option because of the clean stadia requirements, and because of this we are unable to offer potential sponsors anything in return around brand profiling etc.

Work is underway on the Tourism/Information Booth to be located in the village. This will be a partnership between Council, Tourism Auckland and Enterprise Waitakere.

A workshop for tourism operators, hotels/motels and retail establishments within Waitakere will be held in late September. The workshop is designed to inform the tourism and retail sectors of the major upcoming events, including the Netball World Championships.

A7

The village layout has now been confirmed, and a copy is attached at page A7.

Marketing of the event and the village will begin with pole banner flags appearing in and around the immediate area of the venue, and a 4 page special lift-out is planned for the Waitakere News's October edition. The special pullout will also feature information on public transport and encourage people planning to attend to use public transport and the free shuttle service. Print over-run copies of this pull-out will be delivered to all hotels/motels in the Auckland region to promote the public transportation and tourism opportunities that will exist during the championships period.

Council officers will continue to work with the internal working groups on certain aspects of the event, such as:

- Community involvement;
- Marketing and communication;
- Traffic management;
- Business and tourism opportunities;
- Ancillary events;
- Event precinct operations (Parks).

A verbal update will be provided to the Project Special Committee on the outcome of the decision by World Netball Championships 2007 Limited on where the championship final will be held.

## **RESOURCES**

Council has approved funding of \$100,000 for the Events Village concept.

## **CONCLUSION**

The success of this event is critical to Waitakere's reputation and ability to attract future major international events. If leveraged correctly, the new concept will still offer sporting, cultural, social, economic and other benefits to Waitakere and the Auckland region.

## **RECOMMENDATION**

That the World Netball Championships – Netball Village Update report be received.

Report prepared by: Barbara Cade, Manager: Events & Special Projects and Richard Attwood, Event Co-ordinator – Youth.



8 **CIVIL DEFENCE EMERGENCY OPERATIONS CENTRE - CONSTRUCTION STATUS  
JULY/AUGUST 2007**

**GLOSSARY**

Civil Defence Emergency Operations Centre	(CDEOC)
Skyward Construction Limited	(SCL)
Certificate of Public Use	(CPU)

**PURPOSE OF THE REPORT**

The purpose of this report is to provide a construction update to Projects Special Committee on the Civil Defence Emergency Operations Centre (CDEOC) Upgrade project.

**BACKGROUND**

The CDEOC was last reported to Projects Special Committee on 1 August 2007.

**DESIGN**

Since the last report to Projects Special Committee the following design issues remain outstanding:

- Design of the storm shutters to the eastern elevation windows.

**CONSTRUCTION STATUS**

During the report period, the following activities have been completed:

- Laying of finished concrete to driveway and rear car park;
- Construction of boundary retaining walls;
- Construction of rain garden beds;
- Connection of mains power;
- Connection of mains water;
- Connection of telephone line;
- Installation of kitchens;
- Installation of floor coverings;
- Installation of sanitary ware;
- Installation of data cabinets;
- Commencement of fire proofing coating to ceiling panels.

**TIMELINE STATUS**

Skyward Construction Ltd (SCL) has submitted two applications for extensions of time relating to amendments made to the gutter design and the instruction to install a fire proof coating on the ceiling panels. The Engineer to Contract has assessed both applications for extensions of time and has determined that the contract period shall be extended by 19 working days. The new contract completion date of 30 August 2007 has been agreed with SCL.

An official opening ceremony has been arranged for 25 September 2007, and a blessing ceremony for 17 September 2007. In order to accommodate these dates the installation of the radio communications equipment and the information technology infrastructure has been brought forward to commence on 20 August 2007.

An application for a Certificate of Public Use (CPU) is expected to be submitted by 27 August 2007.

A summary of the current timeline status is given in Table 1 below.

TIMELINE STATUS			
Key contract dates/times	As at contract award October 2006	Change	As at July/August 2007
Acceptance of Tender	20 October 2006	-	20 October 2006
Contract Commencement	2 November 2006	-	2 November 2006
Contract Period	190 working days	19	209 working days
Extension of Time (at tendered daily rate cost)	-	-	-
Extension of Time (at no cost)	-	-	-
Due Date for Completion (Practical Completion)	3 August 2007	-	30 August 2007
Fit Out and Commissioning (15 working days)	24 August 2007	15	14 September 2007
Blessing Ceremony			17 September 2007
Official Opening Ceremony			25 September 2007

Table 1. Timeline Status

### FINANCIAL STATUS

While recorded contingency expenditure forecast at the time of writing this report amounts to \$167,737 (which is \$27,737 higher than forecast), the project is expected to remain within budget.

The rate of contingency expenditure has risen in comparison to the previous report. This sum exceeds the budget contingency, however sufficient funding has been found from under spending in other areas of the project to cover this. The overall projected cost remains with the approved budget. Aside from numerous items typical of a construction contract, the following more significant items were also reported.

- Fire proof coating to ceiling panels (code compliance requirement) \$15,733
- Extension of time related costs beyond budget allowance \$6,200
- Redesign of window shutters (provisional sum) \$5,500

The current level of forecast contingency expenditure amounts to 9.8% of the original contract sum. Ongoing value engineering will continue to be applied to achieve savings to offset additional costs where opportunities arise.

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

FINANCIAL STATUS			
Project Costs	As at contract award October 2006	Change	As at July/August 2007
<b>Tender Award Value (excl. contingency)</b>	<b>\$1,708,325</b>	<b>(\$3,000)</b>	<b>\$1,705,325</b>
Contract Variations	-	\$167,737	<b>\$167,737</b>
Additional sum from separate fit out budget for fitted furniture and white ware		\$16,200	<b>\$16,200</b>
<b>Contingency Sum</b>	<b>\$140,000</b>	<b>(\$167,737)</b>	<b>(\$27,000)</b>
<b>Total Construction Cost (incl. contingency)</b>	<b>\$1,864,525</b>		<b>\$1,862,262</b>

Table 2. Financial Status

At this stage the project is forecast to come in within the overall budget allowance.

## **PROJECT RISKS**

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

- The revised contract completion date of 30 August 2007 has required the reprogramming of the fit out and move in timescale. Negotiation with SCL has allowed the fit out works to commence prior to Practical Completion and at the time of writing this report sufficient time has been allowed to complete the move in time for the blessing and opening ceremonies;
- In order to occupy the building a CPU will be required. The application for a CPU is due to be submitted on 27 August 2007 and must be granted by 17 September 2007. This allows fifteen working days for processing which is slightly less than the statutory twenty working days stated by Council's Building Consents section. It is hoped that the application will be given priority by Council's Building Consents section due to the importance of this project;
- Complaints from neighbours. As the site is located in a residential area with homes on three boundaries a risk of complaints was identified. No complaints have been recorded since the previous report;
- Graffiti Attacks. Measures that have been introduced to discourage graffiti have proven effective and no graffiti attacks have been reported since the previous report.

## **QUALITY**

Ongoing quality audits are being conducted by the Architect, Consulting Engineers, and 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 significant health and safety incidents were reported. Safety audits to date confirm that the Contractor's general attitude to maintenance of health and safety on site is good.

## **CONCLUSION**

The projected final cost of the construction contract has exceeded the originally allocated contingency budget but under spends in other areas of the over project have been used to offset this additional cost.

A significant portion of the excess contingency expenditure is attributed to the costs associated with the installation of the fire proof coating. This requirement resulted from a design omission.

Currently, the project Quantity Surveyor is working with SCL to produce a final account for the construction contract. Ongoing value engineering will be applied to mitigate additional costs wherever possible and the project is expected to be completed within the over all approved budget.

The radio communication and information technology fit out works have commenced and at the time of reporting are expected to be completed within the required timescale and allocated budget.

Overall, the project is expected to be completed in time for the arranged opening ceremonies and total costs are forecast to be within the approved budget.

### **RECOMMENDATION**

That the Civil Defence Emergency Operations Centre - Construction Status July/August 2007 report be received.

Report prepared by: Steve Burris, Senior Engineer: Special Projects



### **PUBLIC EXCLUDED MATTER**

#### **9 THE WAITAKERE STADIUM GRANDSTAND - CONSTRUCTION STATUS JULY/AUGUST 2007**

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

### **PROCEDURAL MOTION TO EXCLUDE THE PUBLIC**

That the public be excluded from the following part of the proceedings of this meeting, namely The Waitakere Stadium Grandstand - Construction Status July/August 2007.

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

General subject of the matter to be considered.	Reason for passing this resolution in relation to the matter.	Ground(s) under Section 48(1)(a) for the passing of this resolution.
The Waitakere Stadium Grandstand - Construction Status July/August 2007	The withholding of information is necessary in order to: <ul style="list-style-type: none"><li>to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</li></ul>	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

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

- This report contains information which if released could affect the Council's negotiations.*

