

Location of road  
to be stopped

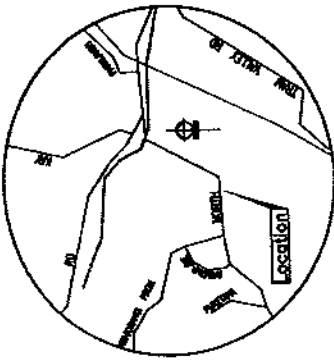
AI

0093

# SCHEDULE

LAND TO BE RELINQUISHED

SHOWN	DESCRIPTION	AREA
(A)	Pt Legal Rd	716m <sup>2</sup>



LOCALITY PLAN  
Scale 1 : 40000

SCENIC DRIVE NORTH

to SWANSONS

New Footpath & Fence  
to be constructed

Extg. footpath

1236-1240

1234

Lot 130  
DP 40870

G. & V.R. Bensemann

1232



Dwg.:\Project Management\Cad\WCC\WC14147.dwg Plotted 02/03/04 3:58 pm

SURVEYED		REVISION		DATE		BY DATE		W A I T A K E R E C I T Y C O U N C I L		ORIGINAL SCALE 1 : 500	
DESIGNED		R1	By amended	10	0/04			SHEET DRAWING No.		1	14147
DRAWN								OF		1	
COMPUTED M. Dawson								CONTRACT No.			
DWG CHK								SHEETS		1	
DGN CHK								CONTRACT No.			
CAD FILE WC14147								REVISION			
								ORIGINAL			A4

1234 SCENIC DRIVE NORTH  
LAND TO BE RELINQUISHED  
PLAN



Waitakere City Council

Financial Summary

October 2004



33.33% of Financial Year

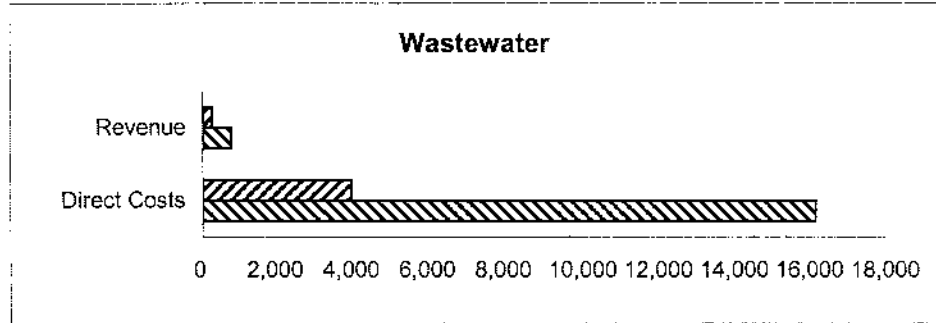
	Actual Cost To Date	%age Spent	Annual Budget
<b><u>Operating Costs</u></b>			
Executive Suite	603,436	31.45%	1,918,763
Public Affairs	994,076	39.45%	2,519,586
Finance	352,653	28.25%	1,248,284
Corporate & Civic Services	6,213,631	37.32%	16,650,913
Strategy and Development	2,359,995	23.64%	9,984,129
<b>City Services</b>			
Asset Management	13,883,869	30.04%	46,222,190
Regulatory Services	-171,703	-3.11%	5,524,361
Planning and Community	2,145,803	28.32%	7,576,068
Project Services	585,211	28.53%	2,050,910
Service Management	1,776,939	31.85%	5,578,766
<i>Total City Services</i>	<i>18,220,119</i>	<i>27.21%</i>	<i>66,952,295</i>
Other Expenses	2,727,166	33.12%	8,234,417
<b>Total Operating Costs</b>	<b>31,471,076</b>	<b>29.27%</b>	<b>107,508,387</b>
<b><u>Capital Expenditure</u></b>			
Executive Suite	0	0.00%	10,000
Public Affairs	2,975	4.96%	60,000
Corporate & Civic Services	1,522,530	15.73%	9,676,500
Strategic Projects	6,746,902	8.98%	75,093,895
<b>City Services</b>			
Asset Management	3,658,790	6.48%	56,455,224
Regulatory Services	10,831	1.10%	985,000
Planning and Community	139,294	3.21%	4,336,556
Project Services	189,777	6.32%	3,001,218
<i>Total City Services</i>	<i>3,998,692</i>	<i>6.17%</i>	<i>64,777,998</i>
<b>Total Capital Expenditure</b>	<b>12,271,099</b>	<b>8.20%</b>	<b>149,618,393</b>
<b>Total Council Costs</b>	<b>43,742,175</b>	<b>17.01%</b>	<b>257,126,780</b>

# Major Direct Costs & Revenue for the 4 months ended 31st October 2004 (\$000s)



(Note: Allocated overheads and recoveries are excluded)

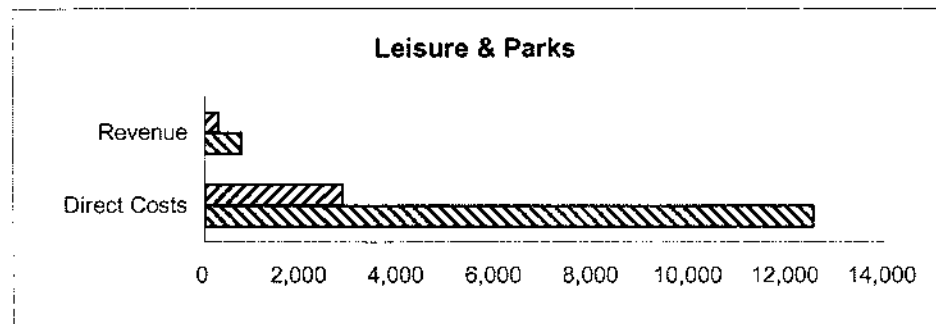
Details		Annual Budget	Year to Date	Balance Remaining	Percentage Remaining
<b>Wastewater (Including Levy)</b>	Direct Costs	16,168	3,912	12,256	75.80
	Revenue	773	234	539	69.69
<b>Total</b>		<b>15,395</b>	<b>3,678</b>	<b>11,717</b>	<b>76.11</b>

 Annual Budget  
 Year to Date





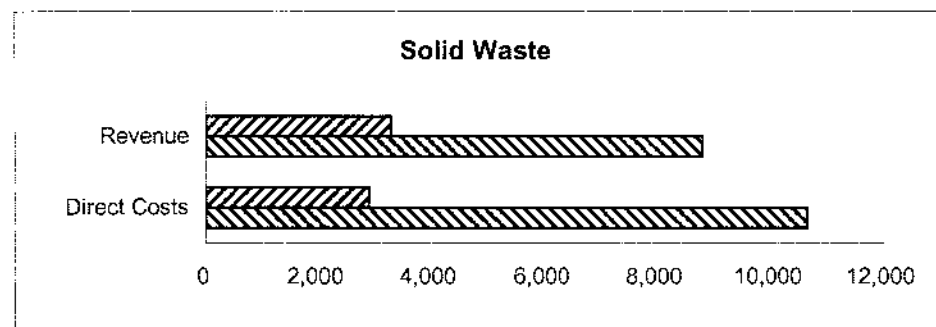
<b>Leisure &amp; Parks</b>	Direct Costs	12,527	2,833	9,694	77.39
	Revenue	769	290	479	62.28
<b>Total</b>		<b>11,758</b>	<b>2,543</b>	<b>9,215</b>	<b>78.37</b>

 Annual Budget  
 Year to Date



<b>Solid Waste</b>	Direct Costs	10,649	2,890	7,759	72.86
	Revenue	8,787	3,282	5,504	62.64
<b>Total</b>		<b>1,862</b>	<b>(393)</b>	<b>2,255</b>	<b>121.08</b>

 Annual Budget  
 Year to Date





A4

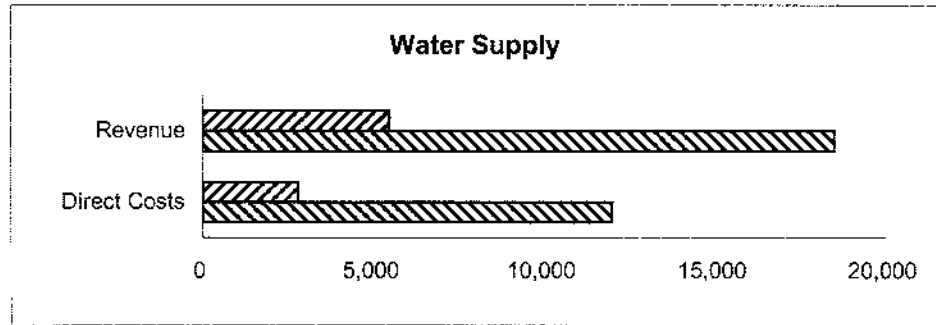
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## Major Direct Costs & Revenue for the 4 months ended 31st October 2004 (\$000s)



(Note: Allocated overheads and recoveries are excluded)

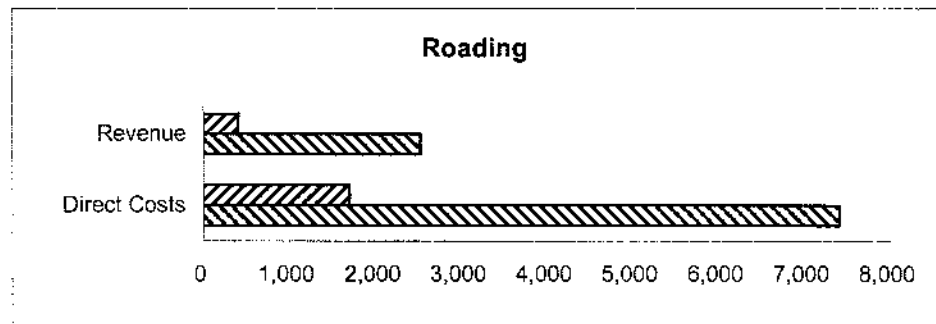
Details		Annual Budget	Year to Date	Balance Remaining	Percentage Remaining
Water Supply	Direct Costs	11,978	2,795	9,184	76.67
	Revenue	18,492	5,443	13,048	70.56
<b>Total</b>		<b>(6,513)</b>	<b>(2,649)</b>	<b>(3,865)</b>	<b>59.34</b>

 Annual Budget  
 Year to Date





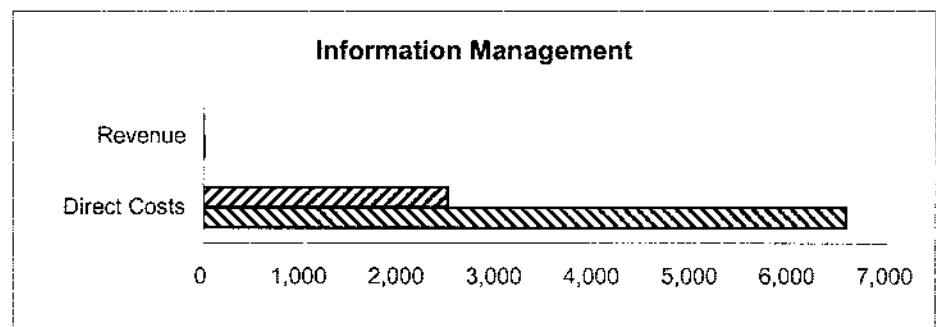
Roading	Direct Costs	7,405	1,694	5,711	77.12
	Revenue	2,517	406	2,111	83.87
<b>Total</b>		<b>4,888</b>	<b>1,288</b>	<b>3,600</b>	<b>73.65</b>

 Annual Budget  
 Year to Date



Information Management	Direct Costs	6,576	2,491	4,086	62.13
	Revenue	11	2	9	79.26
<b>Total</b>		<b>6,565</b>	<b>2,488</b>	<b>4,077</b>	<b>62.10</b>

 Annual Budget  
 Year to Date



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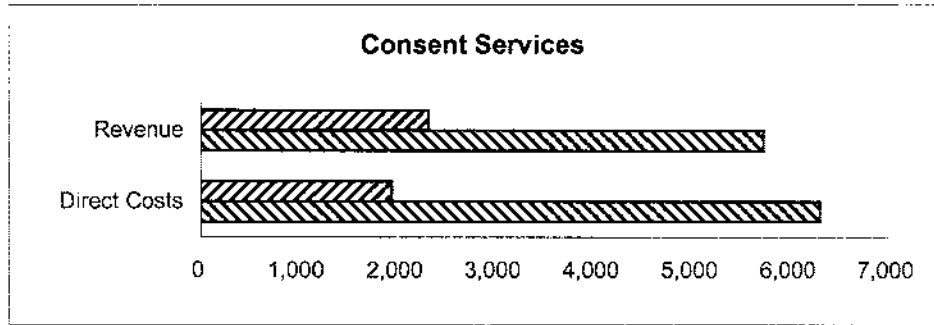
# Major Direct Costs & Revenue for the 4 months ended 31st October 2004 (\$000s)

(Note: Allocated overheads and recoveries are excluded)

Details		Annual Budget	Year to Date	Balance Remaining	Percentage Remaining
<b>Consent Services</b>	Direct Costs	6,297	1,936	4,361	69.25
	Revenue	5,718	2,312	3,406	59.57
<b>Total</b>		<b>579</b>	<b>(376)</b>	<b>955</b>	<b>164.92</b>



**Consent Services**

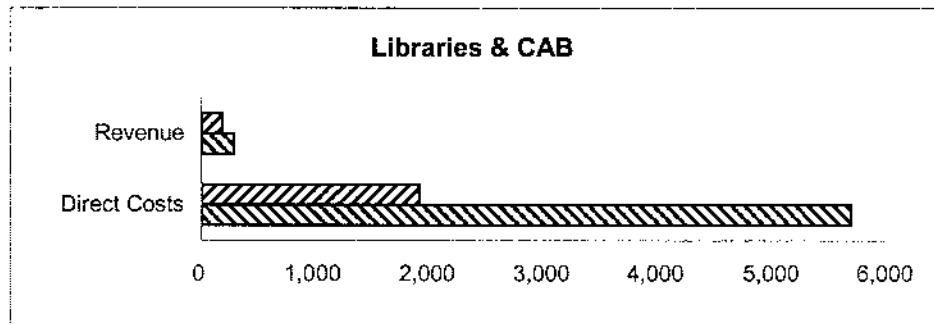
 Annual Budget  
 Year to Date



<b>Libraries &amp; CAB</b>	Direct Costs	5,678	1,903	3,775	66.48
	Revenue	290	186	104	35.79
<b>Total</b>		<b>5,388</b>	<b>1,717</b>	<b>3,671</b>	<b>68.13</b>



**Libraries & CAB**

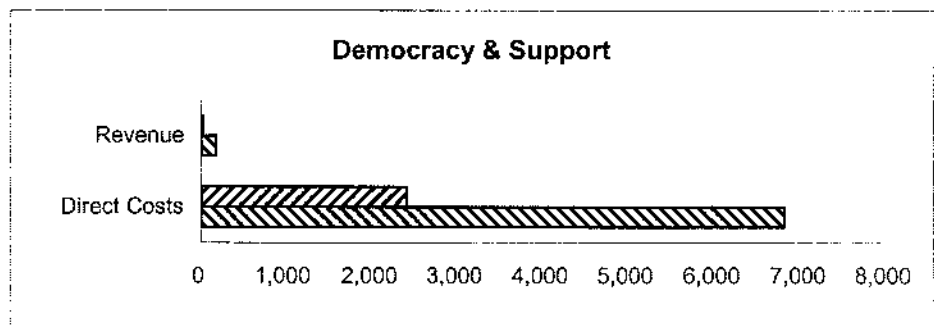
 Annual Budget  
 Year to Date



<b>Democracy &amp; Support</b>	Direct Costs	6,803	2,407	4,397	64.63
	Revenue	174	17	156	89.98
<b>Total</b>		<b>6,630</b>	<b>2,389</b>	<b>4,241</b>	<b>63.96</b>

**Democracy & Support**

 Annual Budget  
 Year to Date



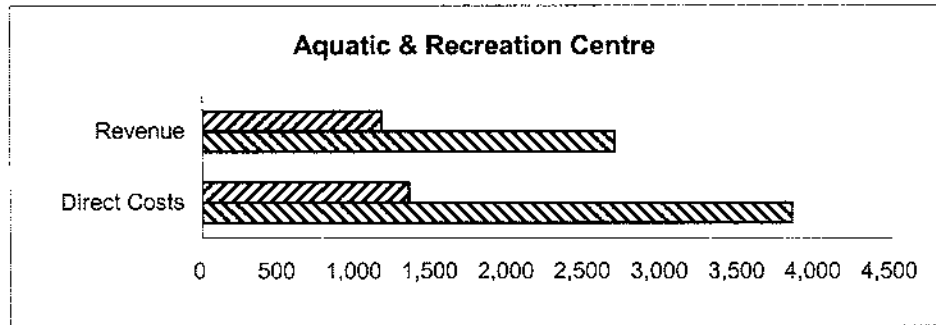
**A6**

0006

**Major Direct Costs & Revenue for the 4 months ended 31st October 2004 (\$000s)**

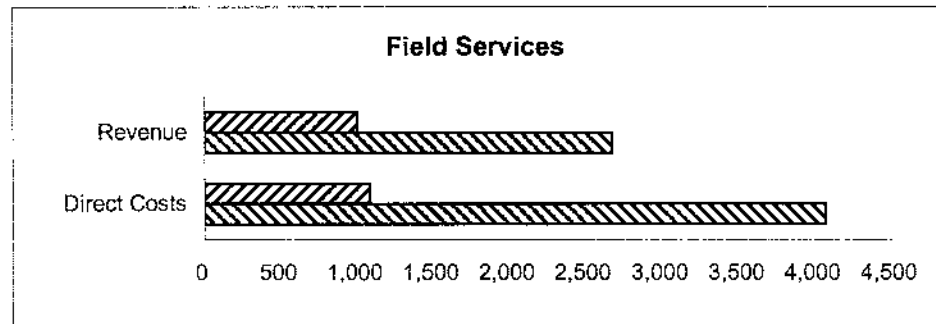
(Note: Allocated overheads and recoveries are excluded)

Details		Annual Budget	Year to Date	Balance Remaining	Percentage Remaining
<b>Aquatic &amp; Recreation Centre</b>	Direct Costs	3,843	1,343	2,500	65.05
	Revenue	2,693	1,164	1,529	56.78
<b>Total</b>		<b>1,150</b>	<b>179</b>	<b>971</b>	<b>84.40</b>



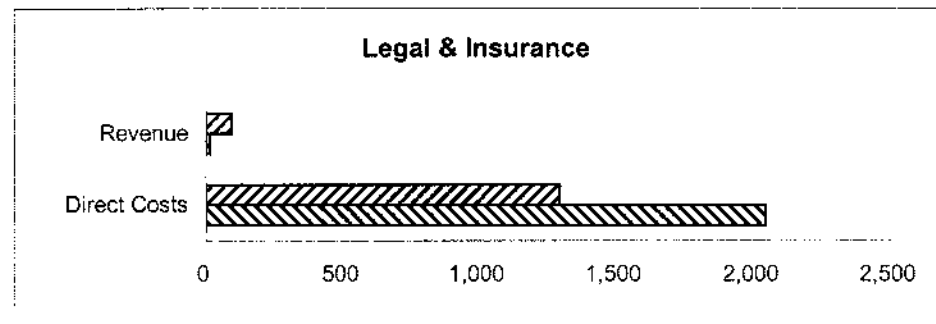
Annual Budget  
 Year to Date

<b>Field Services</b>	Direct Costs	4,065	1,080	2,985	73.44
	Revenue	2,672	994	1,678	62.80
<b>Total</b>		<b>1,393</b>	<b>85</b>	<b>1,307</b>	<b>93.87</b>



Annual Budget  
 Year to Date

<b>Legal &amp; Insurance</b>	Direct Costs	2,043	1,294	749	36.67
	Revenue	15	95	(80)	(536.22)
<b>Total</b>		<b>2,028</b>	<b>1,199</b>	<b>830</b>	<b>40.91</b>



Annual Budget  
 Year to Date



**A7**

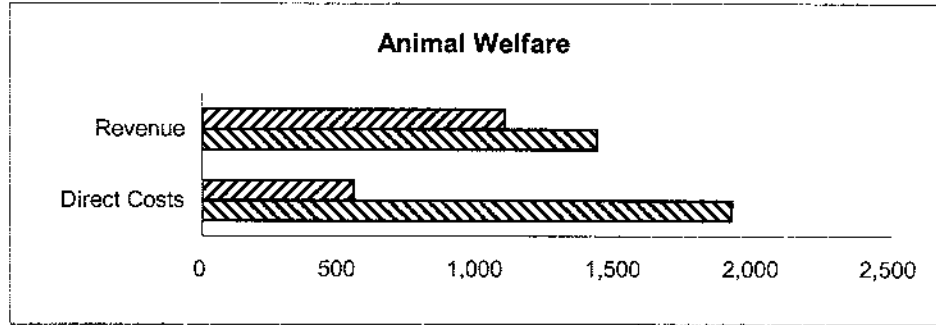
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# Major Direct Costs & Revenue for the 4 months ended 31st October 2004 (\$000s)



(Note: Allocated overheads and recoveries are excluded)

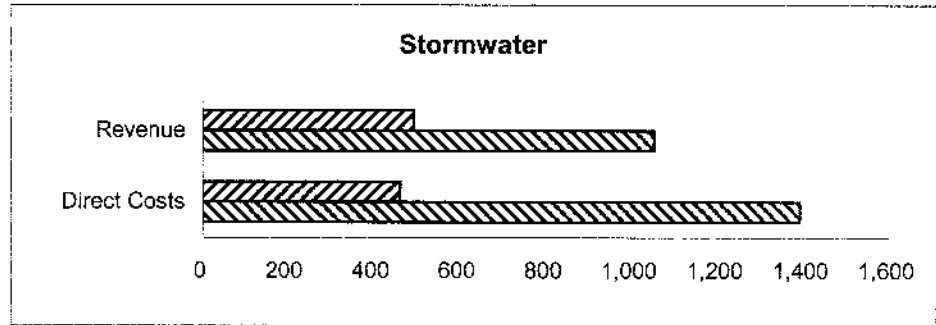
Details		Annual Budget	Year to Date	Balance Remaining	Percentage Remaining
Animal Welfare	Direct Costs	1,921	553	1,368	71.22
	Revenue	1,431	1,100	331	23.16
<b>Total</b>		<b>490</b>	<b>(547)</b>	<b>1,036</b>	<b>211.73</b>

 Annual Budget  
 Year to Date





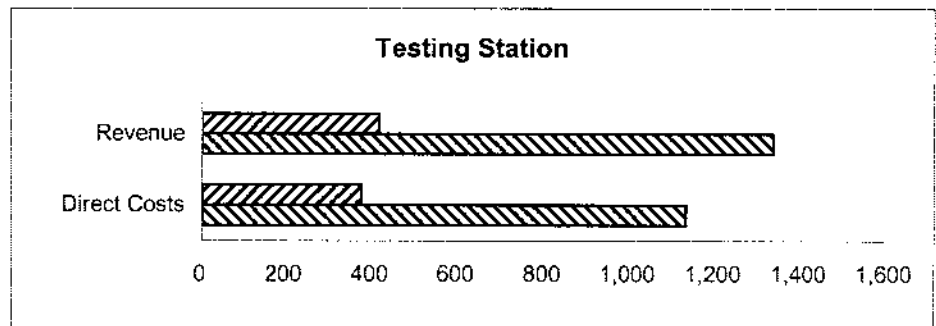
Stormwater	Direct Costs	1,391	461	929	66.83
	Revenue	1,051	493	558	53.08
<b>Total</b>		<b>340</b>	<b>(32)</b>	<b>372</b>	<b>109.33</b>

 Annual Budget  
 Year to Date



Testing Station	Direct Costs	1,130	374	756	66.87
	Revenue	1,333	415	918	68.86
<b>Total</b>		<b>(203)</b>	<b>(41)</b>	<b>(163)</b>	<b>79.91</b>

 Annual Budget  
 Year to Date



A8



# Major Direct Costs & Revenue for the 4 months ended 31st October 2004 (\$000s)

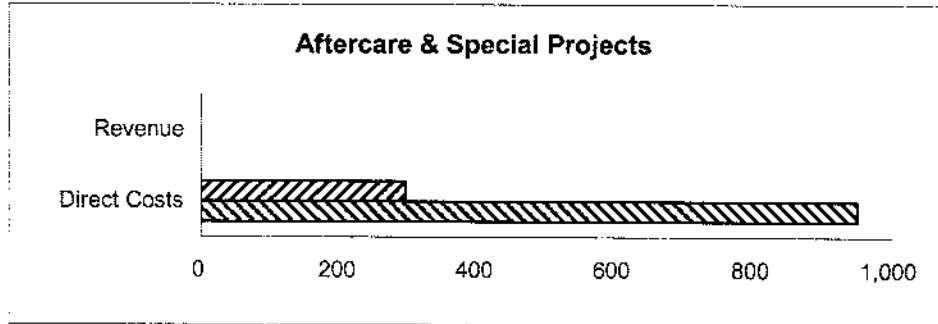
(Note: Allocated overheads and recoveries are excluded)

Details	Annual Budget	Year to Date	Balance Remaining	Percentage Remaining
---------	---------------	--------------	-------------------	----------------------

<b>Aftercare &amp; Special Projects</b>	Direct Costs	950	295	655	68.91
	Revenue	0	0	0	



<b>Total</b>	<b>950</b>	<b>295</b>	<b>655</b>	<b>68.91</b>
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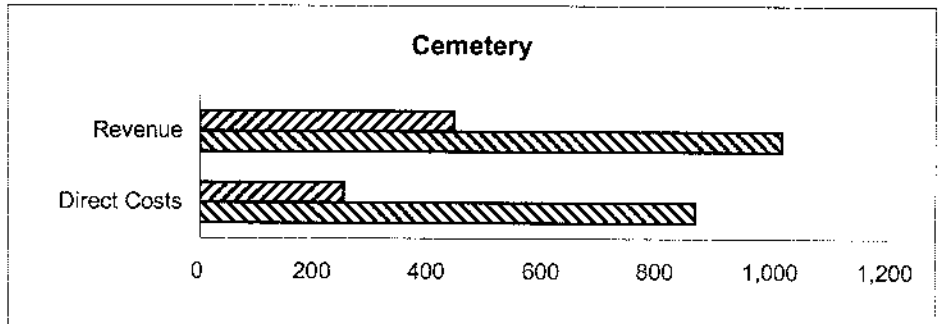
 Annual Budget  
 Year to Date



<b>Cemetery</b>	Direct Costs	864	249	615	71.15
	Revenue	1,015	442	573	56.41



<b>Total</b>	<b>(151)</b>	<b>(193)</b>	<b>42</b>	<b>(28.01)</b>
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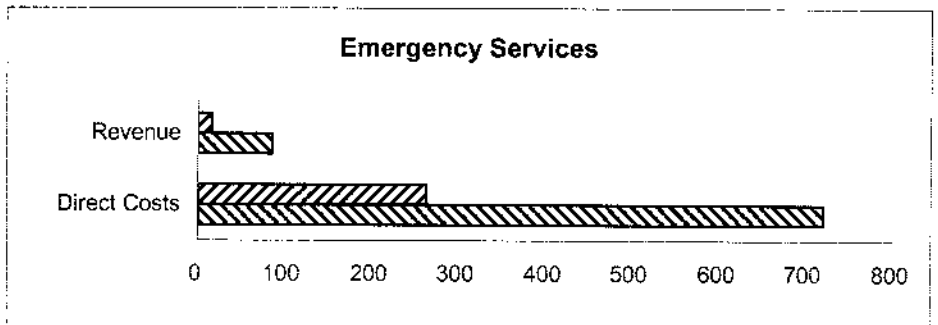
 Annual Budget  
 Year to Date



<b>Emergency Services</b>	Direct Costs	720	263	457	63.48
	Revenue	86	16	70	81.31

<b>Total</b>	<b>634</b>	<b>247</b>	<b>387</b>	<b>61.06</b>
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 Annual Budget  
 Year to Date



AA

0003

Waitakere City Council  
Special Fund Report  
October 2004

	Opening Balance	Receipts	Expenditure	Interest Receipts	Interest Allocation	Closing balance	Expected Income / (Committed Expense)	Available balance Year End
<b>Restricted Funds</b>								
Recreation and Sport Funds	455,038	83,357		9,307	9,929	557,631	354,311	911,942
Auckland Regional Services Trust (Arts)	878,848		-268,000	5,535	16,303	632,686	-553,890	78,796
Land Subdivision Reserve Fund	4,232,086	1,230,395	-101,479		106,277	5,467,279	-2,865,972	2,601,307
Waikumete Cemetery & Park Fund	2,010,805			40,221	40,221	2,051,026	-182,000	1,869,026
Harbourview Orangihina Fund	395,424	430,000	-110,723		15,279	729,980	-587,634	142,346
	7,972,201	1,743,752	-480,202	14,842	188,009	9,438,602	-3,835,185	5,603,417
<b>Non Restricted Funds</b>								
Waitemata Asset Acquisition Fund	93,071					93,071	-93,071	0
New Lynn Asset Acquisition Fund	347,107		-60,337			286,770	-286,770	0
Disaster Recovery Fund	2,497,272					2,497,272		2,497,272
Rural Fire Recovery Fund	9,916					9,916		9,916
Quarry Aftercare Fund	790,173					790,173	-48,000	742,173
Testing Station Plant Renewal Fund	29,400				11,643	29,400		29,400
Community Wellbeing Fund	603,599		-20,000			595,242		595,242
	4,370,538	0	-80,337	0	11,643	4,301,844	-427,841	3,874,003
<b>Total Special Funds</b>	<b>12,342,739</b>	<b>1,743,752</b>	<b>-560,539</b>	<b>14,842</b>	<b>199,652</b>	<b>13,740,446</b>	<b>-4,263,026</b>	<b>9,477,420</b>

**A10**

**WAITAKERE CITY COUNCIL ESTIMATED DEBT PORTFOLIO AT  
30 October 2004**

	TERM DEBT (to fund long term assets)	(\$000's)
<i>Budget year end term debt position per 2004/2005 Annual Plan</i>	Approved Annual Plan term debt	239,468
	Further term debt approved by Council during 2004/2005	-
	<b>Budget 2004/2005 year end gross term debt</b>	<b>239,468</b>
	Less funds introduced from Development Contributions	10,822
	Less Current and future funding for strategic land acquisitions	38,381
	Forecast year end Sinking Fund Commissioner funds	3,809
	<b>Anticipated 2004/2005 Year End Net Term Debt</b>	<b>186,456</b>

		October 04 Estimated (\$000's)	September 04 Estimated (\$000's)
	<b>TERM DEBT PORTFOLIO</b>		
<i>Term debt position at 30 October 2004</i>	Term debt borrowed externally	110,919	107,110
	Special funds (used to reduce Council's external borrowing)	-	-
	<b>Gross term debt</b>	<b>110,919</b>	<b>107,110</b>
	Total Sinking Fund Commissioner assets	4,875	4,849
	<b>Net term debt</b>	<b>106,044</b>	<b>102,261</b>

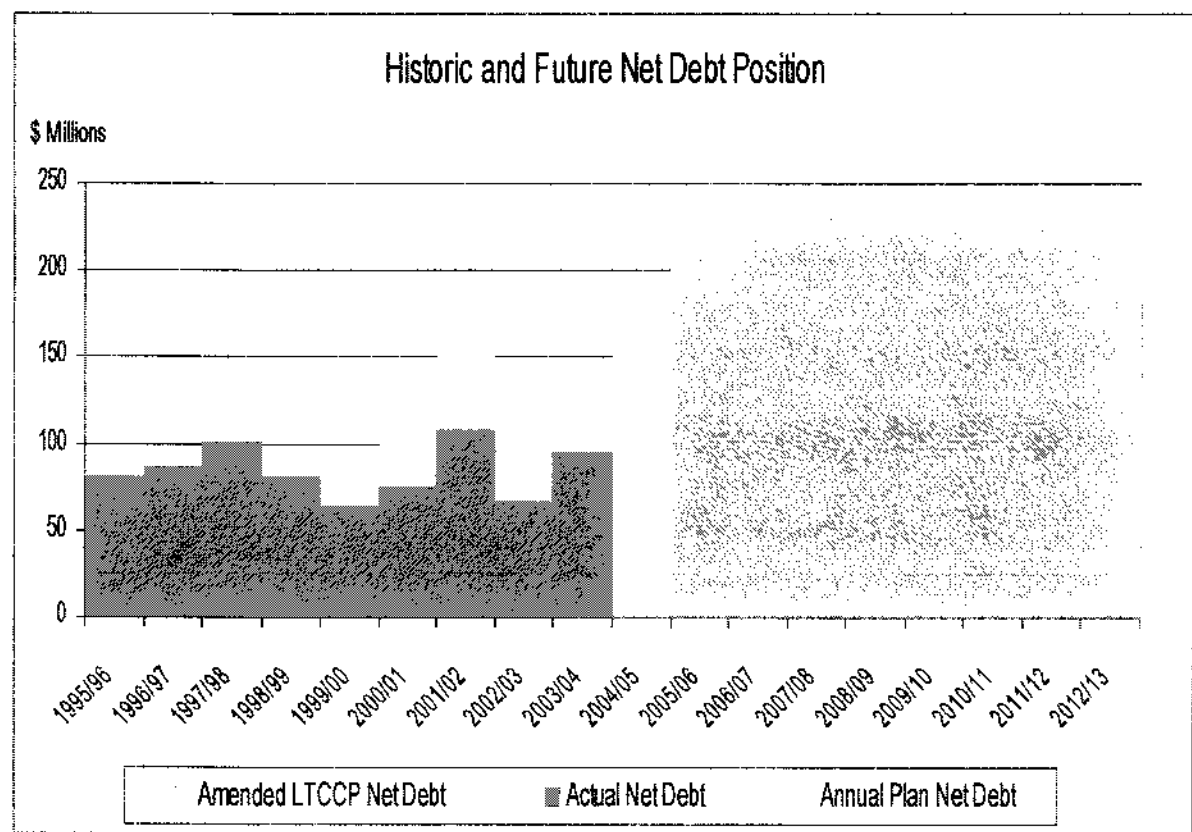
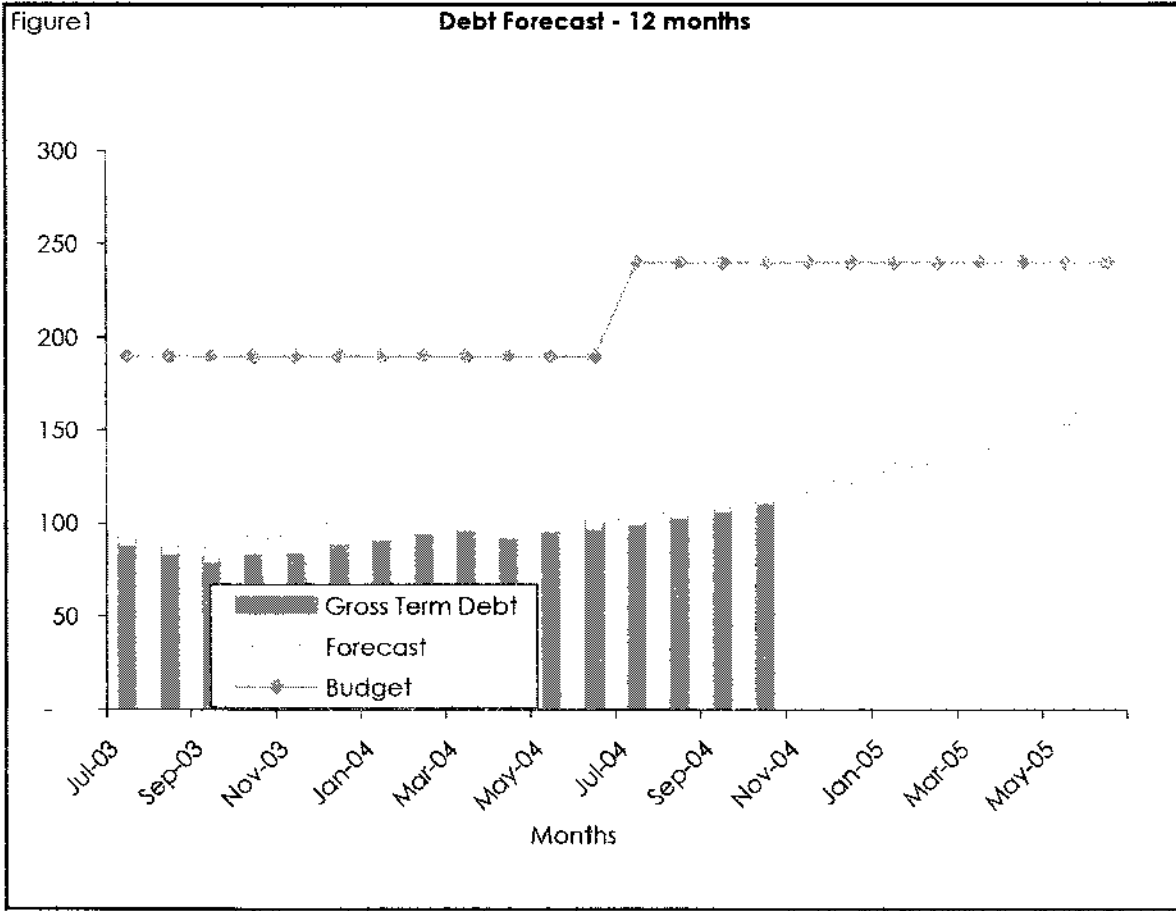
<i>Term debt - source of funds at 30 October 2004</i>	Debenture stock - fixed rate (security: Debenture Trust Deed)	59,681	61,681
	Debenture stock - floating rate (security: Debenture Trust Deed)	42,025	27,000
	Secured bank loans (security: Debenture Trust Deed)	15,000	15,000
	Unsecured bank loans	(5,786)	3,429
	Finance Leases (security: associated asset)	0	0
		<b>External borrowing</b>	<b>110,919</b>
	Special funds (used to reduce Council's external borrowing)	0	0
	<b>Gross term debt requirement</b>	<b>110,919</b>	<b>107,110</b>

		(\$000's)	(\$000's)
	<b>WORKING CAPITAL</b>		
<i>Working capital borrowing at 30 October 2004</i>	Unsecured bank loans / (investments)	7,786	1,721
	Special funds (used to reduce Council's external borrowing)	13,108	11,817
	UNL Share Fund	-	-
	<b>Council working capital borrowing requirement</b>	<b>20,894</b>	<b>13,537</b>

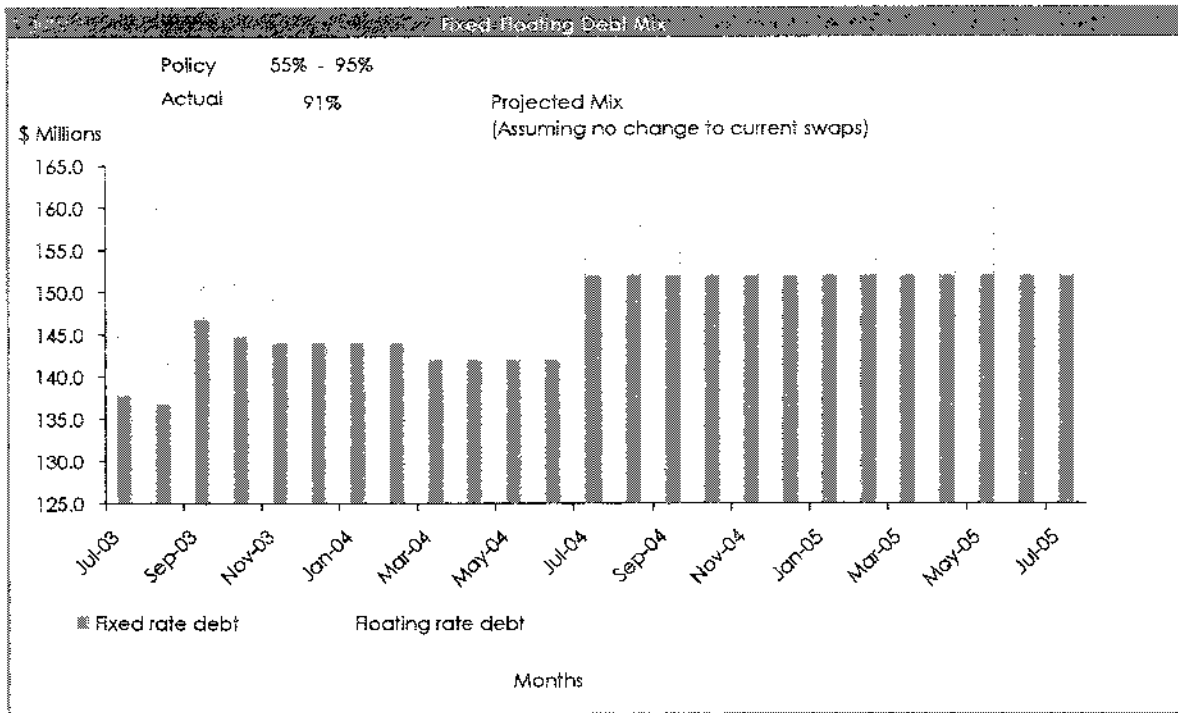
		(\$000's)	(\$000's)
	<b>CASH INVESTMENTS</b>		
<i>Cash investments held 30 October 2004</i>	UNL Share Fund	-	-
	Other Cash Investments	-	-
	ARST fund (excluding fund allocations)	1,241	1,234
	<b>Total cash investments</b>	<b>1,241</b>	<b>1,234</b>
	ARST invested for 60 days - Current investment interest rate	6.51%	6.51%

**All**

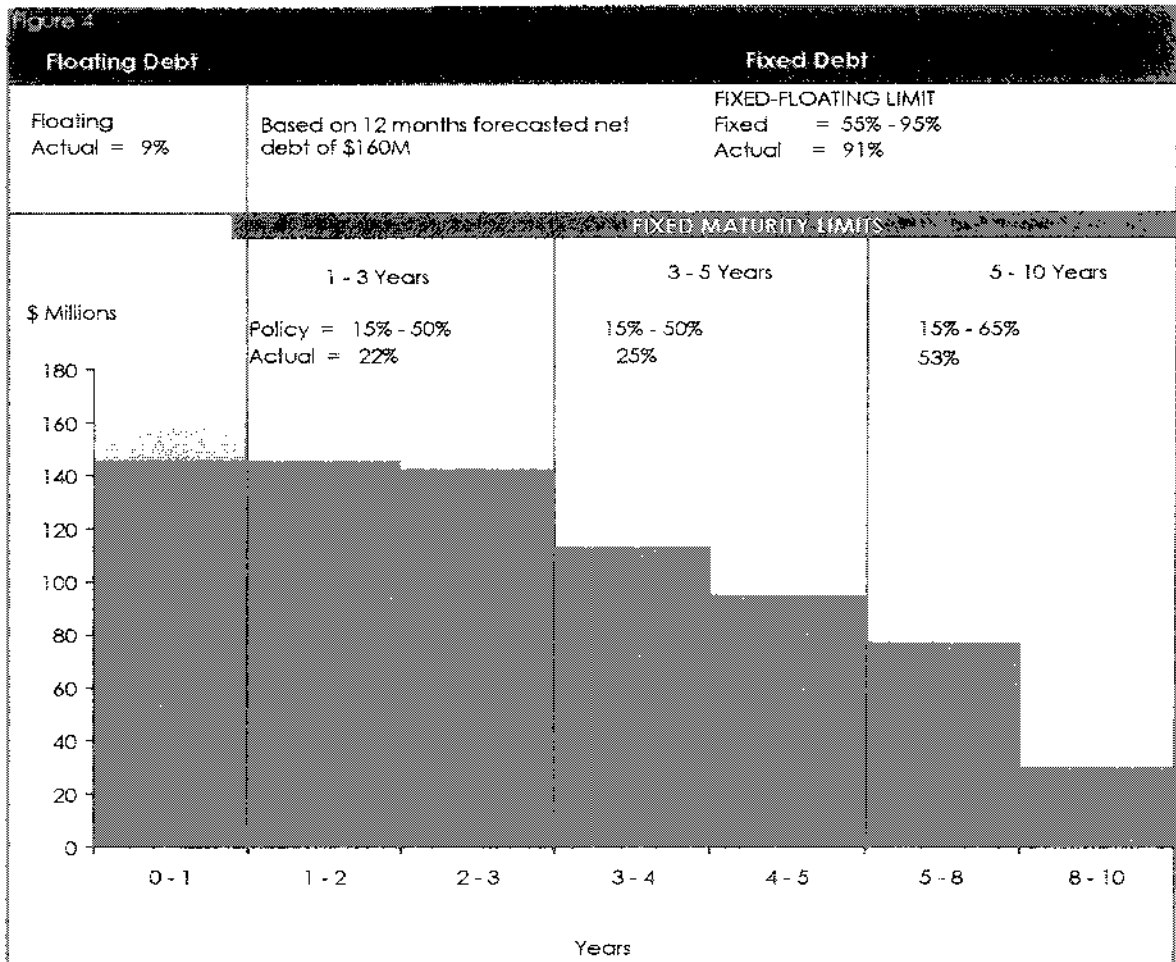
**Debt Forecast**

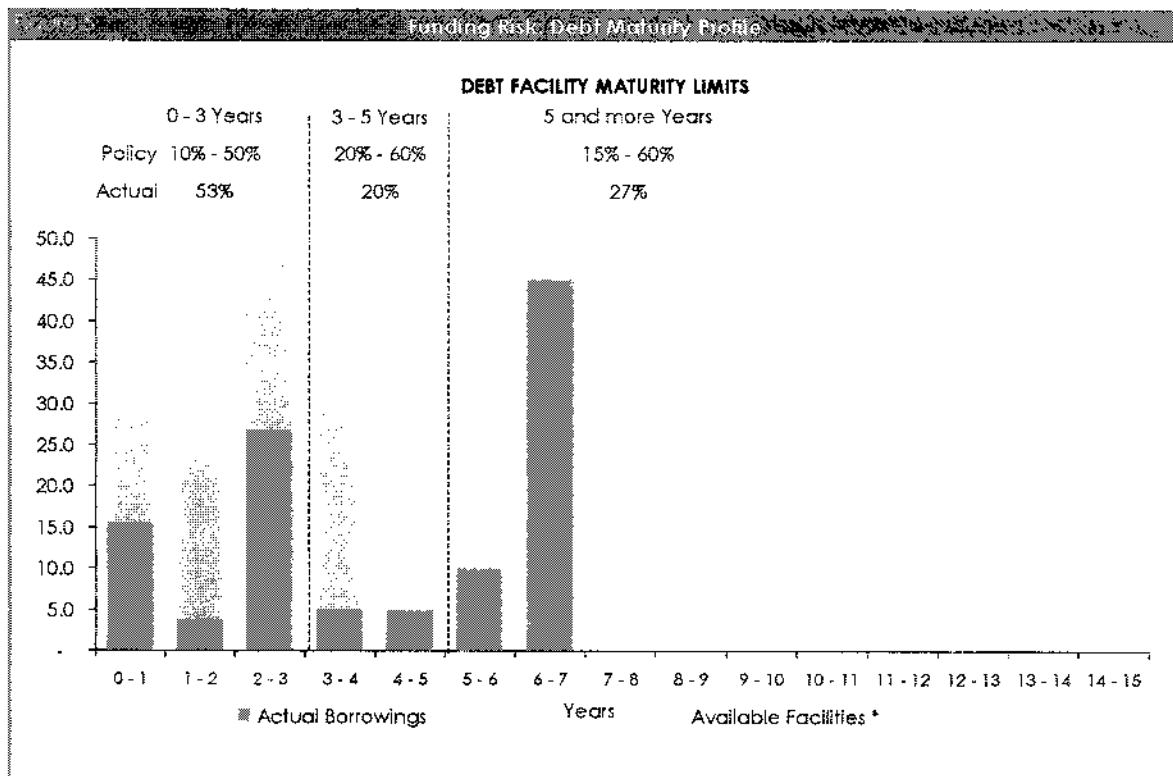


### Fixed-Floating Debt Mix



### Net Interest Rate Repricing Risk Profile





(1) Council is in the unique position of having \$85 million committed funding facilities. The nature of these facilities may, depending on the utilisation, result in a breach of the funding maturity limits. As this facility is very much in Council's favour this is an acceptable breach of policy.

Council Approved Debt Sources	\$ Millions		
	Committed Funding Sources	Usage	Available
Bank Loans			
Short Term (uncommitted)	\$0.0	-\$5.8	\$5.8
Long Term (committed)	\$100.0	\$15.0	\$90.8
Commercial Paper			
Bank Overdraft	\$1.0	\$0.0	\$1.0
Senior Bonds			
Retail	\$10.6	\$10.6	\$0.0
Wholesale	\$91.2	\$91.2	\$0.0
Other	\$0.0	\$0.0	\$0.0
<b>TOTAL</b>	<b>\$202.7</b>	<b>\$110.9</b>	<b>\$97.6</b>

The Liability Management and Investment Policy gives guideline parameters for the mix of fixed/floating interest rate management and maturity profiling. From time to time the actual position may marginally be outside the recommended guideline as a result of volatility of market interest rates or the Councils actual cash position.

**A14**

## Notes:

**Working capital borrowing** is necessary due to fluctuations in the timing of operating revenue and expenditure. The working capital borrowing requirement also includes internal deficits relating to prior years. External working capital borrowing is reduced by the use of internal special funds with any surplus requirement funded by way of unsecured bank loans.

**Gross Term debt** is the borrowing relating to long term loan funded capital works projects. External borrowing to fund term debt is reduced by the use of internal special funds with the surplus requirement funded by way of secured or unsecured short term bank loans, fixed or floating medium or long term bonds and finance leases.

**The managed debt portfolio** refers to the portion of Council's total debt portfolio that is managed to reduce interest rate risk, liquidity/funding risk, counterparty risk and operational and legal risk as defined in the Liability Management and Investment Policy. The portfolio is managed on the external net term debt requirement excluding finance leases. i.e. it is net of the special funds that have been used to reduce the external term debt requirement and the sinking fund balance. Working capital is not included in the managed debt portfolio.

**Special Funds** are cash funds either collected through rates or vested to Council that have been 'set aside' for specific future spending. The funds are used in the interim to reduce Council's requirement to borrow externally. The fund is managed via accounting entries and a monthly interest allocation is made to the funds based on the Council's weighted average cost of borrowing for that period.

## Description of Graphs:

### Figure 1

*Gross term debt* (blue) is the actual gross term debt position of Council as defined in the notes above. The *Forecast* (orange) is the projected gross term debt level per month in the current financial year, the figures are obtained from capital works timing forecasts (provided by budget managers on a monthly basis) and the current debt maturity profile. The *Budget* (green) line represents the gross public debt as approved in the 2004/2005 Annual Plan.

### Figure 2

The prior year net term debt figures (dark blue section) are obtained directly from the published Annual Reports. The Annual Plan net term debt figures (light blue section) are obtained from that years published Annual Plan. The orange section is the Long Term Council Community Plan (amended) net term debt as published for 2003/2004 - 2012/2013.

### Figure 3

The fixed (blue) and floating (orange) interest rate mix, both historic and projected, based on the 12 month rolling forecast net debt requirement. The Liability Management and Investment Policy minimum is 55% fixed and maximum 95% fixed. The positioning of the portfolio between policy minimum and policy maximum is dependent on the current and forecast financial market outlook.

### Figure 4

Interest rate risk profile. Figure 4 shows, given the current fixed/floating rate mix and the debt forecast (assuming no changes to current swaps), the percentage of current fixed rate debt that will mature in future years. This enables Council to recognise and reduce significant concentrations of interest rate risk that may arise in future years. As debt forecasts change the amount of fixed cover in place may have to be adjusted to comply with the policy limits.

### Figure 5

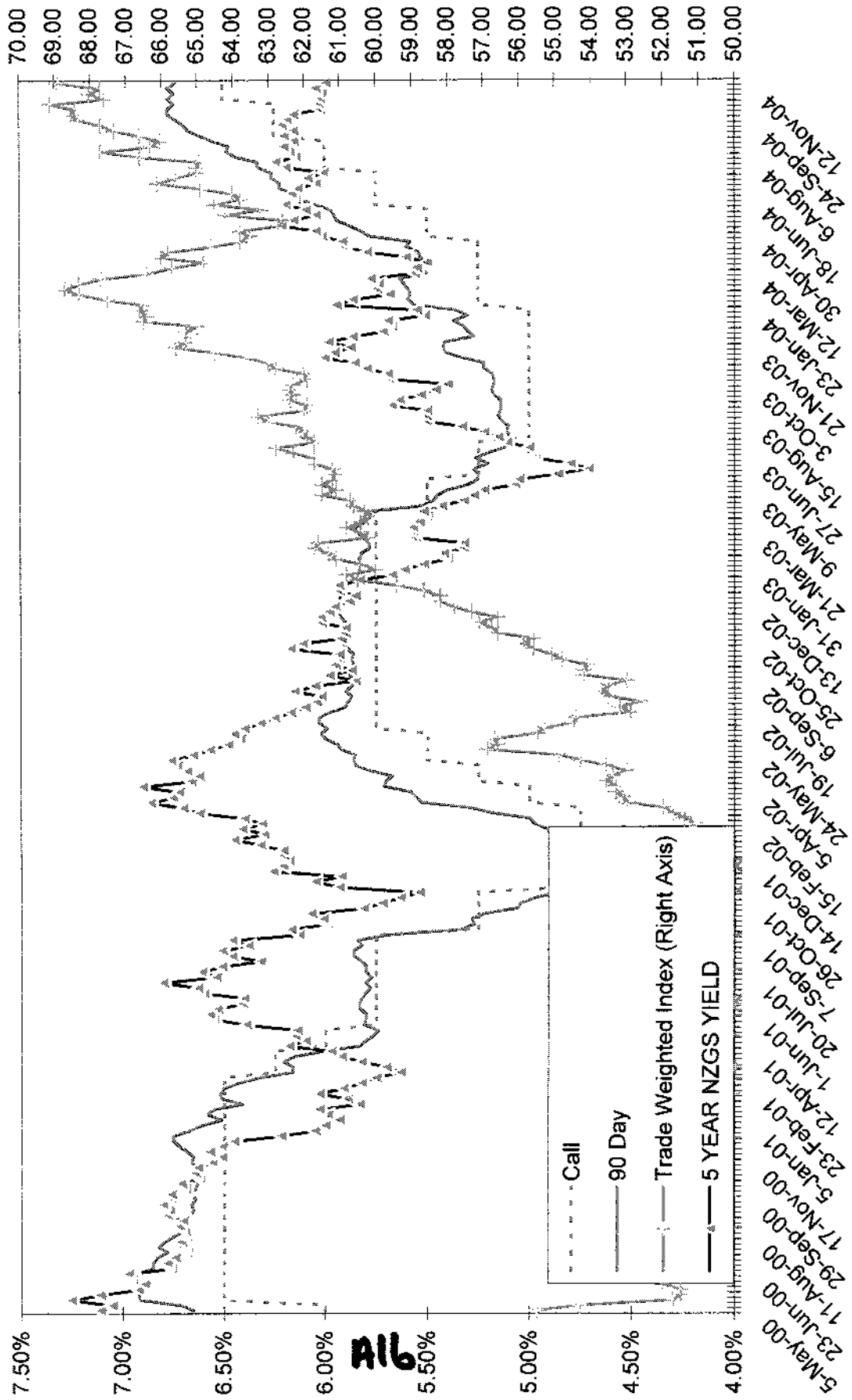
Funding and liquidity risk. Figure 5 varies from figure 4 in that it shows the actual maturity profile of current debt on issue as opposed to the profile of Council's exposure to interest rate risk arising when debt either reprices (in the case of floating rate debt or hedges) or matures. The debt maturity profile enables Council to identify significant concentrations of maturing debt and debt facilities. Where there are significant concentrations of debt maturing Council is at risk of not being able to re-borrow from the market at favourable rates.

## AIS

### Figure 6

In order to ensure Council has the ability to borrow from the market when funding is required committed funding facilities are arranged with approved debt sources. Figure 6 shows Council's committed funding sources and the current usage of these funds. In addition to the committed sources Council also uses uncommitted lines of funding as seen in short term bank loans and bonds, uncommitted funding is at times less expensive than committed funding however its availability is not guaranteed.

# Wholesale Market Interest Rates and the Trade Weighted Index



**PAYMENTS FOR APPROVAL 15 OCTOBER 2004 TO 11 NOVEMBER 2004**

The following payments are reported for the period 15 October 2004 to 11 November 2004

a) Wages and Salaries (net of tax)		2,449,417
b) Payments to ARC		0
c) Watercare Services Limited		657,057
d) Inland Revenue Department		990,703
e) Loans - repayment of maturities/interest		23,452,112
f) Investments		4,632,530
g) Contract payments over \$50,000:		
Architectus Auckland	Civic Centre/Library Architect Contract	120,037
Asplundth Tree Maintenance	Tree Maintenance Parks	64,085
ATL Systems (NZ) Ltd	Computerware	92,557
Civil Construction Group Ltd	Various Contracts	105,665
CSL Traffic Ltd	Transport Assets Contracts	82,557
D J Wood Building Contractor Ltd	Building / Renovation Works	56,250
Datacom Systems Ltd	Computerware & Licenses	64,591
Field Drainage Specialists Ltd	Various Parks Contracts	110,314
Fletcher Construction Co Ltd	Waitakere Central/Unitec Library Contract	1,168,200
Fulton Hogan Auckland Ltd	Paramuku Bridge	181,231
Fulton Hogan North Harbour Ltd	Various Roading Contracts	254,616
Gen-i	Information Management Contract	93,829
Genesis Energy	Power Accounts & Street Lighting	169,281
HEB Contractors	Various Contracts	70,254
M Keoghan Contractors Ltd	Various Contracts	75,873
Murray & Buckley	Various Contracts	81,695
Onyx Group Ltd	Domestic & Recycling Contracts	272,652
Parks & Maintenance Services Ltd	Parks Response Maintenance Contract	97,688
Quotable Value NZ Ltd	Valuation Services	55,912
Smith & Davies Ltd	Waste Removal	115,781
Synergine Operations Ltd	Urban Sustainability Ecowater Contract	50,238
Techscape Limited	Various Contracts	300,701
Thomas Civil Consultants	Various Contracts	59,996
Waste Management NZ Ltd	Waste Removal	395,189
Works Infrastructure Ltd	Sealed Roads Maintenance Contracts	63,224
		4,202,416
h) Other payments over \$50,000:		
NZ Police	Share of Fines	56,290
Ranui Action Project Inc	Project Funds	30,000
Waitakere Regional Sports Trust	All Weather Track and Sport Grant	104,062
		190,352
i) Other payments under \$50,000		5,025,484
TOTAL PAYMENTS		41,600,071

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Supplier	Amount	Description
Access Security & Control	19,770.75	Double Barrier Arm Animal Welfare
Air New Zealand Limited	15,910.91	Travel
Alida Robey	9,814.10	Professional Services
All Shine Cleaners	7,456.43	Cleaning Civic Centre
Aqualab (NZ) Ltd	10,435.50	Ecowater Contract
Arborsolutions Ltd	5,759.72	Tree Applications
Architectus Auckland	120,037.50	Civic Centre/Library Architect Contract
Architectus Auckland	45,399.38	Civic Centre/Library Architect Contract
Aspiundh Tree Expert (NZ) Ltd	64,085.54	Tree Maintenance Contract Parks
ATL Systems (NZ) Limited	29,392.55	Computer Costs
ATL Systems (NZ) Limited	28,845.00	Computerware
ATL Systems (NZ) Limited	34,319.68	Computerware
Auckland Bowls Inc	22,500.00	Sponsorship National Bowls Championships Henderson
Auckland City Council	11,186.54	Consultancy Work Watercare
Audit New Zealand	40,301.55	Audit Fees
AWT Pty Ltd	6,477.09	Wastewater Flow Gauging Glen Eden Contract
Baker & Taylor International Ltd	5,640.24	Library Books
Bamardo's Northern Region	8,230.00	Out Of School Care Grants
Bellard Consultants	21,029.91	Various Ecowater Contracts
Boffa Miskell Ltd	5,693.30	Parks Contract
Bonifant & Saxby Catering Waitakere Ltd	9,713.76	Catering
Bookworks	23,833.68	Library Books
BP Fuelcard	24,546.64	Fuel
Bristow & Partners	6,806.25	Various Contracts
Bristow & Partners Limited	43,042.50	Professional Services
Brookers Limited	18,782.68	Books Statutes Etc
Canam Construction Ltd	36,490.65	Trusts Stadium Plaza Steps Contract
Candle NZ Ltd	14,062.50	Placement Fees
Casella Consulting	7,920.00	Professional Services
Cathy Bebelman Consulting Ltd	10,617.19	Ecowater Contracts
Cato Partners NZ Limited	5,667.75	Whenuapai Airport Posters
Chamonix Holdings Limited	6,391.87	Rent Glen Eden Library
Civic Contractors Ltd	36,215.40	Litter Contract
Civil Construction Group Ltd	105,664.79	Various Ecowater Contracts
CKI Surveys Ltd	5,238.28	Survey Land At Railside Ave
Cleaning Plus Ltd	16,010.88	Cleaning Contract Community Centres
Coastline Roadmarkers Limited	38,811.83	Roadmarking Contract
Community Asset Management Ltd	22,930.53	Bus Shelter & Guardrail Maintenance Contract
Compass Building Certification Ltd	13,600.70	Vehicle Crossing Refunds
Connect NZ Ltd	5,364.00	Data Project Glen Eden Library
Contact Energy Ltd	22,392.95	Gas Charges
Corporate Express	6,053.60	Ink Cartridges
Craig Craig Moller Architects	13,027.50	New Lynn Library Contract
CSL Traffic Ltd	82,556.57	Various Transport Assets Contracts
Ctam Ltd	24,727.50	Project Management Advice Hobsonville Contract
D J Wood Building Contractor Ltd	56,250.00	Building / Renovation Works
Dainty Alderton & Associates	33,540.63	Ecowater Contracts
Datacom Systems Ltd	64,590.92	Computer Charges
Deloitte	32,625.00	Professional Services
Department For Courts	12,840.00	Share of Infringement Notices
Department For Courts	12,570.00	Share of Infringement Notices
Department For Courts	12,390.00	Share of Infringement Notices
Diabetes Supplies Ltd	9,000.00	Pedometers
Directions Ltd	37,227.50	Signs Maintenance Contract
Drake Personnel NZ Limited	8,343.92	Temporary Staff
Drake Personnel NZ Limited	23,151.71	Temporary Staff
Drake Personnel NZ Limited	9,962.30	Temporary Staff
Eagle Technology Group Ltd	8,336.26	Software Licences
Ebsco NZ Ltd	9,694.20	Library Books
Edgecity Builders	13,662.54	Building Repairs & Maintenance Contract
Eland Limited	19,125.00	Addressing Information Management Contract
Electionz.Com Limited	12,397.50	Election Progress Payment October
Enterprise Waitakere	30,249.00	Whenuapai Airport Impact Report
Envirotech Maintenance Ltd	5,159.25	Remove Items & Rubbish Corbans/Gardening HFOA
Envirotech Maintenance Ltd	12,298.50	Grounds Maintenance Contract
Estate Homes Limited	6,675.00	Parks Work Bond Refund
Eurest NZ Ltd	18,107.34	Catering
Exeloo Ltd	7,970.51	Ratanui Street Toilet Contract

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Field Drainage Specialists Ltd	110,313.59	Sandfield Sandlifts Contract
Filtercorp International Ltd	7,051.14	Supply Contract Aquatic Centre
Fletcher Construction Co Ltd	1,168,199.64	Waitakere Central/Unitec Library Contract
Fraser Thomas Ltd	7,897.50	LGA Assess Contract Ecowater
Fuji Xerox New Zealand Ltd	36,967.17	Photocopier Charges & Paper
Fulton Hogan Auckland Ltd	181,230.78	Paremuku Bridge Physical Works Contract
Fulton Hogan North Harbour Ltd	21,765.25	Unsealed Road Maintenance Contract
Fulton Hogan North Harbour Ltd	226,350.91	Footpath Kerb Channel Cesspit Drainage Contract
Fulton Hogan North Harbour Ltd	6,500.00	Tender Deposit Refund
Genesis Energy	9,828.03	Power Accounts
Genesis Energy	18,833.45	Power Accounts
Genesis Energy	140,619.39	Power Accounts & Street Lighting
Gen-I	93,829.13	Information Management Contract
Gibbons Contractors Ltd	16,840.39	Cycleway Construction Contract
Greenwood Associates Landscape Architec	5,000.00	Paremuka Reserve Sculpture Project
Haines Recruitment	39,887.33	Advertising
Harrison Grierson Consultants Ltd	6,207.02	Professional Services
Heaney & Co	11,606.08	Legal Services
HEB Contractors	16,668.70	Waitakere Sport Complex Hard Landscape Contract
HEB Contractors	53,585.14	Glengary Rd Kerb Channel Footpath Contract
Hill Young Cooper Ltd	11,956.05	New Lynn Town Centre Professional Services
Icon Group	22,677.38	Security Contract
Icon Group	22,560.20	Noise Control Contract
Impact Klipbind Ltd	8,127.01	Office Supplies
Iniz Consulting Group Ltd	5,343.75	Project Management Services
Inland Revenue Department	444,750.77	PAYE
Inland Revenue Department	74,282.32	FBT September Quarter
Inland Revenue Department	471,671.26	PAYE
Jade Direct Ltd	5,936.87	Payroll Processing
John W Cargill Plumbing Ltd	8,624.21	Plumbing Contract
Jolley Printing Service Limited	5,320.13	W.C.C Letterheads
Kaon Technologies Ltd	6,052.50	Crypto Server
Keith Hail Motors Ltd	18,792.70	Motor Vehicle Contract
Kensington Swan	16,820.44	Legal Fees
Kern Technologies	6,547.50	Parks Implementation Contract
Kingett Mitchell & Associates Ltd	7,765.57	Parks Contract
Kingett Mitchell & Associates Ltd	7,524.53	Parks Weed Control Contract
La4 Landscape Architects Ltd	5,699.87	Lipsham/Parker Rd Site Visits Etc
Letterbox Channel Limited	5,292.02	Mail
Lineset Design & Print Ltd	29,861.38	Printing
Liquid Waste Disposal Ltd	27,052.99	On Site Wastewater Management Contract
Local Govt New Zealand	9,689.63	Fee For Standard N.Z Work Programme
M Keoghans Contractors Limited	5,129.90	Contract Retentions
M Keoghans Contractors Limited	64,243.22	Drainage Contract AIS Year 2 Contract
M Keoghans Contractors Limited	6,500.00	Tender Deposit Refund
Marsa Consultancy Ltd	14,208.79	Various Ecowater Contracts
Marsa Consultancy Ltd	15,158.80	Ecowater Contracts
Mckinlay Douglas Ltd	5,625.00	Performance Measurement Workshop
Melean Absolum Ltd	23,481.05	Waitakere Ranges Landscape
Mitchell Vranjes Consulting Engineers L	6,027.75	Parks Contract
Mogridge & Associates Ltd	17,212.50	Chair/Hobsonville Group/Whenuapai Taskforce
Moore Gallagher	14,025.12	Printing
Murray & Buckley	50,751.24	Ecowater Contracts
Murray & Buckley	16,918.87	Watermain Renewals Contract
Mwh New Zealand Ltd	6,308.55	RAMM Professional Services Contract
NZ Police	56,290.00	Share of Fines
Neal Smith Design	10,411.88	Glen Eden Library Shelf Supports Contract
New Zealand Post Ltd	21,837.65	Postage
New Zealand Post Ltd	18,843.92	Postage
Norcross Stationery Ltd	17,757.73	Stationery
NZblue Ltd	23,018.54	Aquatic Centre Interim Management Contract
Octa Associates Ltd	15,187.50	Library/Unitec Project Management Contract
Onyx Group Ltd	272,652.31	Domestic & Recycling Contracts
Open Systems Specialists Ltd	8,718.75	Outsourced Administration Services
Opus International Consultants	22,507.88	State Highway 18 Cycleway Contract
Oratia Native Plant Nursery	6,915.39	Eco-sourced Plants Contract
Pacific Rim Institute Of Sustainable Ma	11,047.50	Twin Streams Contract
Parks & Maintenance Services Ltd	97,687.97	Parks Response Maintenance Contract
Paul G Luckman	15,156.00	Assess Water & Sanitary Service Contract
Perigian Holdings Limited	5,000.00	Performance Bond Refund

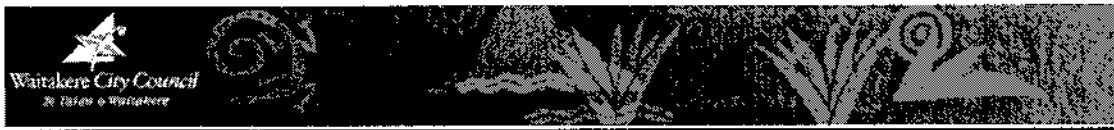
Perry Environmental Ltd	30,733.98	Composting Contract
Pricewaterhousecoopers	14,470.31	Diligence Report Canam Construction
Prime Homes Limited	6,000.00	Vehicle Crossing Refunds
Qmex Ltd	5,481.57	Various Ecowater Contracts
Qmex Ltd	5,777.51	Waste & Sanitary Services Contract
Quality Maintenance Services Ltd	6,527.08	Harmony Village Fence Painting Contract
Quotable Value NZ Ltd	55,912.50	Valuation Services
Ranui Action Project Inc	30,000.00	Project Funds
Rawlinsons Limited	48,881.25	Civic Future/HSN Library Unitec Contracts
Resource Management Solutions Ltd	5,419.93	Professional Services
Resource Management Solutions Ltd	7,310.64	Professional Services Contract
Rider Hunt Auckland Ltd	16,312.50	Civic Centre Quantity Survey & Est
Show Ribbons 2000 Ltd	6,925.50	Show Ribbons Swim School
Simpson Grierson (Auckland)	13,381.32	Legal Fees
Sinclair Knight Merz	26,426.25	New Lynn Parking Study
Skye Group Pty Ltd	15,104.78	Swim Wear
Smith & Davies Ltd	68,552.41	Waste Removal
Smith & Davies Ltd	47,228.74	Waste Removal
Sound Developments Ltd	5,400.00	Moon Festival Contract
Southern Sky Books Ltd	10,755.57	Library Books
Synergine Operations Ltd	50,237.55	Urban Sustainability Ecowater Contract
T Ludlow, C Braithwaite, M Tolhurst	6,264.71	Rate Refund
Te Ngahere Limited	20,991.03	Harbourview Pathway & Site Works Contract
Te Ngahere Limited	19,642.50	Cemetery Weed Control Contract
Techscape Limited	51,761.10	Various Contracts
Techscape Limited	37,887.86	Road Emergency & Special Works Contract
Techscape Limited	211,052.40	Various Contracts
The Asian Link Limited	7,256.25	Moon Festival Contract
The Event Team	12,557.53	Pacifica Festival
The Library Supply Company Limited	6,528.07	Library Books
The Property Group Ltd	7,748.44	Twin Streams Property Advice Contract
The Weedfree Waitakere Trust	21,341.06	Environmental Weeds Parks Contract
Thebics Consulting Limited	7,087.51	Professional Services
Thomas & Co	20,000.00	Declarator Judgement - Swimming Pools
Thomas Civil Consultants Ltd	5,848.24	Engineering Advice
Thomas Civil Consultants Ltd	54,147.94	Twin Streams Contract/Outsource Contract Ecowater
Total Library Solutions	5,086.00	Library Books
Tower Software	11,058.06	Professional Services - AIM
Unitec	8,212.50	Leadership Development Contract
URS New Zealand Ltd	8,322.00	Titirangi Stormwater Upgrade Contract
URS New Zealand Ltd	6,216.32	Olympic Park Stormwater Contract
Vodafone	23,583.72	Calls & Charges
Vos Holdings Ltd	5,293.13	Swim School Consultancy Contract
Waitakere City Council	11,094.16	Water Accounts
Waitakere Regional Sports Trust	25,312.50	Sport Grant
Waitakere Regional Sports Trust	78,750.00	Additional Cost All Weather Min 1866/2004
Waitakere Residents Association	5,900.00	Community Hall Fund Grants
Waitakere Tag Out Trust	43,519.60	Graffiti Contract
Waste Management NZ Ltd	395,189.13	Waste Removal
Watercare Services Limited	657,057.37	Bulk Water
Watkins Plumbing Ltd	5,022.61	Plumbing Contract Refuse Transfer Station
Waugh Consultants Ltd	19,825.32	Review Maintenance & Septic Tank Contract
Waugh Consultants Ltd	11,413.13	Various Contracts Ecowater/Parks
Wetlanz Ltd	13,645.35	Revegetation Manutewhau & Lincoln Streams Contract
Whitcoulls Ltd	20,509.29	Library Books
Works Infrastructure Ltd	52,640.52	Watermain Renew Woodfern Cres Contract
Works Infrastructure Ltd	10,583.82	O'Neill Rd Watermain Renewal Contract
Total payments as per above	8,204,264.86	
Other payments as per agenda item	33,395,806.14	
Total payments as per agenda item	41,600,071.00	

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## ATTACHMENT A

CATEGORY	COVER	LIMITS ON ANY ONE CLAIM	DEDUCTIBLE	PREMIUM (EXC GST) 2004/2005
<b><u>MATERIAL DAMAGE</u></b> Civic Assurance Sum Insured \$187,393,400 at renewal	Physical loss or damage to property	Reinstatement value (unless indemnity value only specified)	\$5,000	\$336,750
<b><u>MOTOR VEHICLE</u></b> Civic Assurance Fleet Value: \$3,385,900	1. Loss or damage to insured vehicles 2. Liabilities to other parties for loss, damage or injury resulting from motor vehicle accidents	1. replacement or market value 2. \$2,000,000	\$10,000 Nil	\$35,666 subject to burning cost adjustment
<b><u>BUSINESS INTERRUPTION</u></b> Civic Assurance Sum Insured: \$25,815,700 - under review <b>22</b>	Loss of revenue or rental income: Solid Waste, Vehicle Testing Station, Animal Welfare, Aquatic & Recreation Centre, Crematory/Crematorium, Libraries, Rental property	Gross revenue \$19,078,100 Rental income \$1,487,000 Increased costs of working \$5,250,000 (based on 02/03 revenue info, will be updated when the 03/04 actual revenue info is received)	Nil	\$39,866 subject to adjustment based on updated info
<b><u>FIDELITY GUARANTEE</u></b> Civic Assurance	Theft of money or goods by employee	\$2,000,000	\$10,000	\$26,500
<b><u>TRAVEL</u></b> ACE Insurance	Employees and Councillors travelling overseas on business (including spouses and families)	Accidental death \$150,000 Medical etc expenses \$2,000,000 Personal liability \$1,000,000	\$100	\$772
<b><u>MACHINERY BREAKDOWN</u></b> American International Group	Cogeneration Plant at Aquatic Centre	Machinery breakdown \$300,000 Increased costs of Working \$15,000	\$2,500	\$1,768
<b><u>PUBLIC LIABILITY/ PROFESSIONAL INDEMNITY</u></b> NZ Mutual Liability RiskPool	Third party claims arising in negligence, nuisance and breach of professional duty	\$5,000,000 in the aggregate (\$10,000,000 in the aggregate per annum)	\$10,000 public liability \$15,000 professional indemnity	\$186,450

## Appendix A



## **ANNUAL PLAN 2005/2006**

### **Year 3 of the current LTCCP**

#### **DRAFT Communications Plan**

The Annual Plan 2005/2006 represents year three of the Long Term Council Community Plan (LTCCP) 2003 – 2013. As with all annual plans, it will establish the work programme and budget for the year to come. This programme and budget will be worked out in consultation with the public and be designed to advance the city towards the desired Community Outcomes identified in the LTCCP.

Any significant changes from the LTCCP will be separately consulted upon.

The LTCCP itself will be up-dated in 2006 and a separate round (or rounds) of community consultation will be undertaken during 2005 to enable the revision to reflect up-to-date community expectations.

The Purpose of an Annual Plan is to:

- describe the Council's work programme, budget and rates impact work for the year ahead.
- identify any major variation from the LTCCP in respect of that year;
- help provide integrated decision-making and co-ordination of the resources of the local community;
- contribute to the council's accountability to the community;
- provide opportunities for the public to participate in the Council's decision-making and budgeting processes.

#### **Communication – Phase One – Pre-submissions General**

- The Partnerships and Advocacy team will communicate this information to the Council's key collaborative partners and major partnerships during October and November 2004 and advise them that formal consultations on the Council's Strategic Direction and the LTCCP review, as well as the Annual Plan 2005/2006, will begin in February 2005.

#### **Communication – Phase Two – Encouraging Submissions for Annual Plan 2005/2006**

The key audiences are the residents of the City, members of our planning partnerships and collaboration networks, businesses, community organizations and central government departments. The public-at-large form a general audience.

It is expected that Councillors and Community Board Members will wish to continue to meet residents either directly or through the Community Boards.

**A22**

It is proposed to develop some simple handout material for distribution by the Community Boards.

Static displays could also be developed by the Public Affairs team:

- In-house development no cost
- Display materials \$1,000 (refer communications budget p.5)

The emphasis of the material would be on participation in the submissions process. It would reinforce the Council's commitment to the LTCCP Community Outcomes and the key issues for consultation in 2005/2006.

In addition to this personal communication process, the following communication methods are recommended:

- a dedicated Waitakere City News
- Press releases and/or advertising in the following:
  - The Aucklander
  - Western Leader
  - West Weekly
  - 3<sup>rd</sup> Level media e.g.
    - Roundabout
    - Tatler
    - Gazette
- Hoardings at:
  - Don Buck Road
  - Rata Street/Great North Road Intersection
  - Huia Road
  - Titirangi Road (close to Belvedere Reserve)
  - Cnr. Titirangi and Pleasant Roads
  - Te Atatu Motorway Interchange
  - West Coast Road
  - WCC Civic Centre
  - Massey Leisure Centre (cnr. of Don Buck Road & Westgate Drive)
  - Mail outs to submitters that made a submission during the Annual Plan 2004/2005 process.
- Information/posters at:
  - Libraries
  - Citizen's Advice Bureaux
  - Council's Reception Counters
  - The Trusts Stadium
  - Outlying outlets (selected dairies etc.)
- Elected Members and Council officers respond as appropriate to invitations to meet with any group or individuals.

**Communication – Phase Three** (see timeline below)

**A23**

The formal submission process will be open between 29 March 2005 and 29 April 2005. Information will be disseminated during this period.

The formal timeline for this phase of the communication plan is

<b>29 March - 29 April 2005</b>	Consultation period
<b>30 May to 9 June (to be confirmed)</b>	LTCCP/AP Committee Hearings (7 Meetings)
<b>20 June to 28 June (to be confirmed)</b>	LTCCP/AP Committee Deliberations (5 Meetings)
<b>28 June 2005</b>	Adoption of Annual Plan by the Council (12 noon)

The communication for the submissions and hearings process of the Annual Plan 2005/2006 will be managed by the Corporate Planning team with support from Strategy and Development. The preparation of consultation material will be managed by the Public Affairs team with support from Strategy and Development regarding content.

The draft Annual Plan 2005/2006 and the April Waitakere City News will be available on 29 March 2005.

The final Annual Plan 2005/2006 will be available for the public from Thursday 28 July 2005.

**Key Messages for Communication**

These are still in development and will be determined through Committee deliberations through February 2005.

**Communications Budget**

This project is resourced in the 2004/2005 budget. The estimated costs for each communications activity is listed in the table below.

<b>Annual Plan Communications Activity</b>	<b>\$</b>	<b>Notes</b>
Pre-consultation liaison with key community groups		800
Newspaper display advertising & public notices	3,200	
Photography for advertising	600	
Hoardings x 8 (supply & install)	5,000	
Internet/Intranet	N/a	
Static display and handout materials (x4 wards x1 Civic Centre sets) including A3 Posters (libraries)	1,500	
A4 dbl-sided Submission forms	100	

**A24**

(printing)		
Contingencies	500	
<b>Total</b>	<b>10,900</b>	<b>800</b>

The above budget does not include the costs of the Waitakere City News, the draft Annual Plan, and the final Annual Plan documents (all of which are separately budgeted). Staff costs are not included.

### Major Staff contributors to the Strategic Plan Process

Sponsors	Andrew Pollock, Ann Magee
Group Manager (Finance)	Bob Preston
Group Manager (S & D)	Cathy Kenkel
Corporate Plan Manager	Dick Guy
Strategic Plan Manager	<i>Position vacant</i>
Annual Plan Coordinator	Wendy Kjestrup
Strategic Planner Financial	Ross Wilson
Strategic Planner Monitoring	Janelle Anthony
Project Communications	Nada Cottrell
Project Manager LTCCP	Heidi McLeod (consultant)
Other Staff	e.g. budget holders
Administration	Project Support

### Annual Plan Process Decisions

Project team develop communications plan.

Agenda items seeking approval of communications plan and product City Development and FOP 2 and 6 Dec respectively.

Final material to Council as per Annual Plan timeframe thereafter.

**Draft Communications Plan prepared October 2005.**

**AQS**

17 **APPLICATION FOR FUNDING OF EARTHSONG CENTRE**

**PURPOSE OF THE REPORT**

The purpose of the report is to consider an application from Earthsong Eco-Neighbourhood (Earthsong) for an interest free loan of \$300,000.00 for the construction of an Earthsong Centre (common house) at 457 Swanson Road, Ranui.

**BACKGROUND**

Earthsong Eco-Neighbourhood chose to locate in Waitakere City specifically because of the Council's Eco City policies. Earthsong's relationship with the Council has been developing since 1992. Over the past year or so, Council's representative and senior Council officers have been meeting with Earthsong representatives to discuss issues related to the relationship between Earthsong and Council.

Over the past few years the level of interest in Earthsong from Council staff has escalated, resulting in an increase in the number of requests to visit the site and to show case Earthsong as an example of sustainable development. Earthsong residents have been more than willing to share their experience and their homes as a contribution to the City's Eco City vision. One of the many examples of the extent of this co-operation is Earthsong's agreement to allow 300 Council staff to visit the site as part of the Eco City Experience in April 2003.

*A81-A89* A Memorandum of Understanding between Earthsong Eco-Neighbourhood and Waitakere City Council attached at pages A81 to A89 was ratified by the Environmental Management Committee on 8 July 2003 and formally signed by the Chief Executive on 26 July 2003.

The Memorandum provides for regular formal meetings between Earthsong and the Council to share information on progress and strategic priorities, to negotiate terms of access to the Earthsong site, and to develop contracts to meet Annual Plan requirements. Any budget required will be subject to standard Annual Plan processes.

A Councillor was appointed to meet with Earthsong on a quarterly basis and Council officers meet regularly with Earthsong representatives to liaise on work programmes, research projects, contracts and matters arising.

**STRATEGIC CONTEXT**

The Council's Strategic Plan sets the City's direction for sustainable management through to 2013. Earthsong's vision to establish a cohousing neighbourhood based on the principles of permaculture that will serve as a model of a socially and environmentally sustainable community aligns with all nine of the Council's strategic platforms underpinning the City's direction.

Earthsong's vision aligns particularly well with the Council's Three Waters objective to demonstrate innovative water management, and its Zero Waste, Sustainable Energy and Clean Air, Strong Communities and Active Democracy platforms.

**APPLICATION FOR INTEREST FREE LOAN**

**Overview**

*A90-A105* The application from Earthsong for an interest free loan of \$300,000.00 is attached at pages A90 to A105. Earthsong are planning on building a Community Centre at an estimated cost of \$748,000.00.

**A26**

The Centre will be located within their sustainable development site, which presently has 17 rammed earth and timber terraced houses and apartments with extensive common facilities. Further developments include another 15 houses to be constructed during 2004/2005. Proceeds from the sale of those houses are expected to fund the construction of the Centre.

The Centre is planned to be run by a separate legal entity with Charitable Trust status. The Centre is expected to provide:

- A meeting place and common facilities for Earthsong residents;
- A venue that will embody the principles of social, environmental and economic sustainability;
- A venue for small high level specialised conferences on a wide range of sustainability issues for businesses, local bodies, government departments, international visitors and community groups;
- A facility for arts, music and literature functions.

The Council's Community Assistance Policy allows for loans and guarantees to be considered for organisations where there is strong community benefit. The Council's Liability Management and Investment Policy provides the necessary statutory mechanism for the Council to authorise loans and guarantees under the Local Government Act 2002.

#### **Memorandum of Understanding**

The provision of any financial assistance should be considered in context of the Memorandum of Understanding. The purpose of the Memorandum of Understanding is to recognise Council's relationship with Earthsong and to set out how the future relationship is to be managed. The outcomes, as stated in the Memorandum of Understanding clause 4.0, are:

*"Through its relationship with Earthsong, the Council wants to continue demonstrating today's and future practice for sustainable homes and communities. The Council wants to draw from the Earthsong model to learn how to develop future neighbourhoods that demonstrate low environmental impact, are affordable, where people enjoy living and which have a sense of community.*

*Earthsong wants to be a recognised provider of services, advice and expertise to further the Council's processes, information and resources."*

The Objectives in clause 5.0 include:

- Strengthening the relationship between Earthsong and Council;
- Providing a mechanism for Earthsong and Council to work together to achieve their mutual goals; and
- Developing and implementing mutually agreed work programmes.

The Principles of the Agreement are in clause 6.0 and specifically 6.5 (c) relates to:

*6.5 (c) "Support for specific initiatives that the parties agree on and that further the relationship, the needs and aspirations of Earthsong, or are of benefit to the City as a whole; resourcing for such initiatives to be considered by the Council through the Annual Plan process."*

Further financial considerations are also provided in that Council will pay for services supplied at Council's written consent and that payment may be in cash/or in kind.

The provision of a loan, whether interest free or at a nominal interest rate, would assist in achieving the outcomes and objectives of the Memorandum of Understanding.

### **Financial Considerations**

Council can provide a loan of \$300,000.00. The interest expense on this loan would be approximately \$20,000.00 per annum. There is no allowance in the current Annual Plan or the Long Term Council Community Plan for interest free loans, as consideration of these requests is on a case-by-case basis and infrequent. The amount and nature of the loan is not considered to be significant in relation to the Council's Significance Policy adopted 30 June 2003. The proceeds from the development of the next stage of the Earthsong complex will provide for the repayment of the loan.

Council has provided loans to external bodies in the past where their activities have helped meet Council goals. For instance, the Council loaned (and still loans) money to Te Whanau O Waipareira Trust for the land adjacent to Hoani Waititi Marae which was purchased to be used for a Wananga. However, Council charged interest on this loan, albeit at a lower rate than the Trust could have obtained from the market. Granting of an interest-free loan would differ from the approach taken to assisting the Wananga Project.

### **Security of Loan**

Earthsong has advised that the Centre is to be built on common ground owned by the Body Corporate under the Unit Titles Act, and the common property cannot be mortgaged to secure any loans. The application makes reference to suitable personal guarantees or the possibility of mortgage security over Earthsong properties being provided.

It is considered financially prudent that if a loan is to be provided there is adequate securable assets provided to ensure the loan can be repaid.

### **Term of Loan**

The application is not term specific but the intention of Earthsong is to repay the loan in two instalments of \$150,000.00 in December 2006 and December 2008 respectively. Based on this scenario, an interest free loan over this period would incur an approximate total interest cost to Council of \$80,000.00. This would incur rates funding.

## CONCLUSION

Earthsong, by way of their Memorandum of Understanding with Waitakere City Council, are provided with a number of avenues for gaining some financial advantage, including direct payment for services supplied and in-kind payment by way of the use of Council resources and services.

The provision of an interest free loan will greatly assist in the development of a facility that will provide community benefit and will enhance further knowledge of practical sustainable development principles and practices. However, provision of a loan on an interest-free basis would differ from recent past Council practice.

## RECOMMENDATIONS

1. That the information be received.
2. That the Finance and Operational Performance Committee determine whether it wishes to recommend to Council to provide a loan to Earthsong Eco-Neighbourhood and on what basis.
3. That it be recommended to Council that a loan of \$300,000.00 for five years to Earthsong Eco-Neighbourhood or an appropriate legal entity to develop the Earthsong Centre be granted on terms and conditions to be specified by the Finance and Operational Performance Committee, subject to:
  - satisfaction as to community access to the Centre by the Chief Executive;
  - appropriate security being provided to Council by the borrower to ensure full repayment of the loan can be achieved; and
  - loan documentation being prepared and executed to the satisfaction of the Director: Civic and Corporate Services and Manager: Legal Services.
4. That the Finance and Operational Performance Committee be advised of the progress of the development of the Earthsong Centre and loan related matters at six monthly intervals.

Report prepared by: Andrew Pollock, Director: Finance.



MEMORANDUM  
OF  
UNDERSTANDING

BETWEEN

EARTHSONG  
ECO NEIGHBOURHOOD

AND

THE  
WAITAKERE CITY COUNCIL

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