

6. REMUNERATION OF BOARD MEMBERS

The Board has resolved that the following remuneration be paid for the 2004/2005 year.

Chairman	\$2,500
Deputy Chairman	\$1,500
Members	\$1,000

This information must be disclosed in accordance with Section 20(1)(h) of the MOTAT Act.

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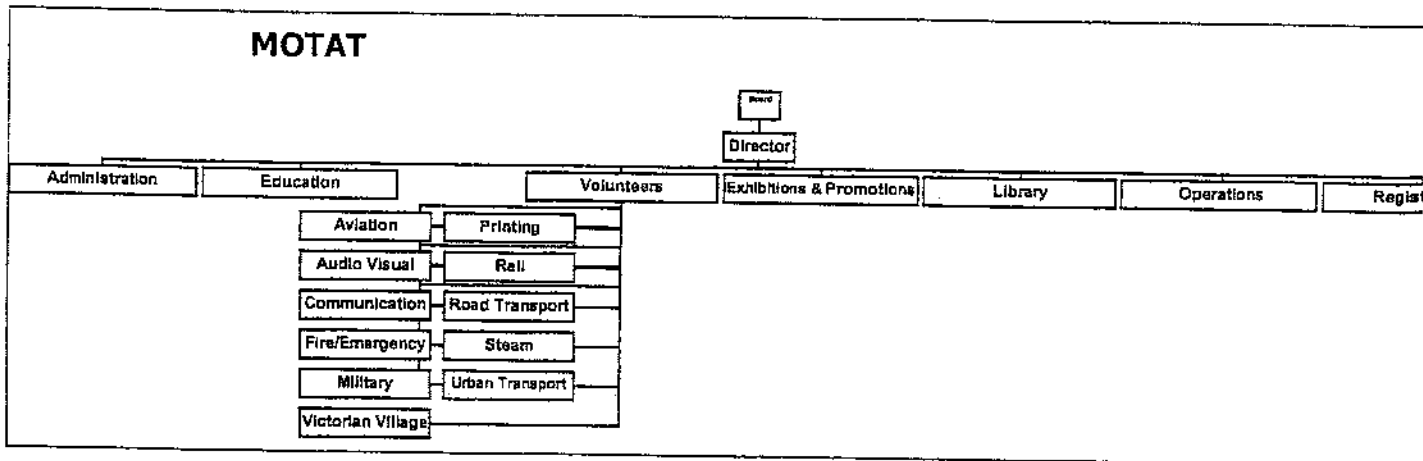
DRAFT ANNUAL PLAN 2005/2006

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7. APPENDICES

APPENDIX A

7.1 Organisation



7.2 MOTAT Board

John Mounce	Chairperson
Alan Curtis	Deputy Chairperson
Paul Bayly	
Peter Drummond	
Brian Henshall	
Bill Rayner	
Annie Rennie	
Sherry Reynolds	
Ross Sharp	
Vicky Taylor	
Colin North	Secretary

7.3 Section Heads

Jeremy Hubbard	Director
Michael Boyle	Site Supervisor
Rosemary Deane	Librarian
Pierre Houzet	Museum Operations Manager
Joanne Ryland	Administration
Rhonda Normore	Education Manager
Sandra Ward	Registrar
Mary Wong	Accountant
David Wright	Exhibitions and Promotions

7.4 Volunteer Section Heads

Bob Jessopp	Audio – Visual	Lyndsay Whittle	Road Display
Norm McKelvey	Aviation	A122 Ian Hambly	Road Transport
John Walker	Fire/Emergency	Ken Pointon	Steam
Mathew White	Military	David Crozier	Telecommunications
Roger Munns	Oral History	Chris Cameron	Urban Transport
Ken McGrath	Printing	Oriel Bickerton	Victorian Village
Dave Martin	Rail		

APPENDIX B

MOTAT is funded from the following sources.

1. Gate admissions.
2. Net shop sales.
3. Special attractions including tram rides and the tactile dome.
4. Educational grants from the Ministry of Education.
5. Donations.
6. Levy from Territorial Local Authorities.

The charges remain unchanged for the 2005/2006 year.

Admission Charges

Adult	\$10.00
Child (5 – 15 years) (up to 4 years no charge)	\$5.00
Senior Citizen	\$5.00
Student (with current student card)	\$5.00
Family (2 adults and up to 4 children under 16 years)	\$20.00
Disabled (1 care giver with disabled person no charge)	\$4.00

Unlimited Pass (One Year)

Family (2 adults and up to 4 children under 16 years)	\$60.00
Individual (1 adult)	\$30.00
Senior Citizen/Student (1 adult)	\$20.00

Tactile dome.	\$1.00
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Tram Fares

Adult (return)	\$2.00
Child (return)	\$1.00
Family (return) (2 adults and up to 4 children)	\$5.00
Adult (one way)	\$1.00
Child (one way)	.50

Special attractions will be charged as appropriate as they are developed.

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Will be updated subject to receiving Certified Rateable and population data

APPENDIX C

Local Authority Operational Levy (Annual Plan 2003/2004) Year Ending 30 June 2004

Authority	Differential	Certified Rateable Capital Value (\$'000s)	Adjusted Rateable Capital Value (\$'000s)	Estimated Population	Adjusted Population	Levy on Adjusted Rateable Capital Value	Levy on Adjusted Population	TOTAL LEVY* 2003/2004 ^{2003/2004} (excl GST)	TOTAL LEVY* 2003/2004 ^{2003/2004} (excl GST)	Change \$	Change %
Auckland	1.00	71,707,813	71,707,813	415,300	415,300	1,905,997	10,383	1,916,379	1,555,251	361,128	23.2%
North Shore	1.00	29,543,163	29,543,163	205,000	205,000	785,259	5,125	790,384	613,086	177,298	28.9%
Manukau	1.00	31,062,423	31,062,423	317,500	317,500	825,641	7,938	833,579	657,760	175,819	26.7%
Waitakere	1.00	15,596,249	15,596,249	185,600	185,600	414,549	4,640	419,189	359,839	59,350	16.5%
Papakura	1.00	4,488,674	4,488,674	43,100	43,100	119,309	1,078	120,387	91,919	28,468	31.0%
Franklin	0.60	6,712,534	4,027,520	55,500	33,300	107,052	833	107,885	71,535	36,350	50.8%
Rodney	0.60	13,226,421	7,935,853	84,100	50,460	210,935	1,262	212,197	172,610	39,587	22.9%
TOTAL		172,337,277	164,361,695	1,306,100	1,250,260	4,368,742	31,259	4,400,000	3,522,000	878,000	24.9%

Please Note: Latest rateable capital value and population figures not available at time of print.

APPENDIX D

Objectives of the Museum as outlined in Section 12 of the MOTAT Act requires that "the Board must recognise and provide for, in such a manner as it considers appropriate, the following":

- a) The recording and preservation of the history of transport and technology and the effect it has had on the Auckland region, New Zealand, and, in more general terms, the rest of the world;
- b) Conservation of the heritage of the Museum, the Museum heritage buildings, and its collections;
- c) Bi-culturalism of the spirit of partnership and goodwill envisaged by the Treaty of Waitangi;
- d) Education which involves and entertains people to enrich their lives and promote the well-being of society;
- e) The advancement and promotion of historical and scientific scholarship and research;
- f) Achievement of customer satisfaction by consultation, responsiveness, and continuous improvement;
- g) Leadership through professionalism, innovation, and co-ordination of effort with relevant organisations;
- h) Greater financial self-sufficiency through the prudent operation of compatible revenue-producing and fund-raising activities which supplement public funding;
- i) Providing maximum community benefit from the resources available.

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ROI @3.5% plus Depreciation ROI @3.5% plus Depreciation

Plan 2003/4 Actual 2003/4 Plan 2004/5 Plan 2005/06 Plan 2006/07 Plan 2007/08

FUNDING

INDICATIVE LEVY

Management and Maintenance

Operating expenses	3935	3893	4360	5100	5290	5510
ACC Loan	116	116	116	116	116	116
Depreciation	90	107	120	140	160	170
Total	4141	4116	4596	5356	5566	5796

Development

Operating expenses	300	590	300	400	400	450
Other capital / loan	100	114	640	905	905	905
Depreciation					40	80
Total	400	704	940	1305	1345	1435

Total	4541	4820	5536	6661	6911	7231
less projected income	1019	938	1136	1261	1261	1321
Total Levy	3522	3522	4400	5400	5650	5910
surplus / (defecit)		-360				

SUMMARY OF MUSEUM REDEVELOPMENT PROJECTS

Operating						
Fundraising	0	0	0	120	120	140
Communication	0	0	0	90	90	110
Restoration				100	100	100
Security				90	90	100
				400	400	450
Capital						
Security				100	100	100
Fire Protection / IT / T	0	0	0	175	175	175
Design / Consultants / Resource Consents / Legal				400	400	400
Development / Loan				230	230	230
	0	0	0	905	905	905

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Total	0	0	0	1305	1305	1355
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SOURCES OF FUNDS

Local Authority levy	3522	3522	4400	5400	5650	5910
Interest revenue	110	117	110	140	140	140
Grant revenue	250	175	250	260	260	260
Commercial Operations	123	180	180	225	225	265
Admissions	510	440	530	530	530	550
Sundry income	0	0	40	80	80	80
Exhibitions	0	0	0	0	0	0
Rent	26	26	26	26	26	26
Total Revenue	4541	4460	5536	6661	6911	7231

COSTS OF ACTIVITIES - (Management and Maintenance)

Collection Management

Curatorial						
Registration and Conservation	81	23	15	75	75	85
Storage	105	131	195	205	205	215
Library	30	21	40	45	50	50
Corporate Services						
Occupancy						
Collection / Restoration	920	904	1000	1000	1000	1000
Depreciation						
Total Collection Management	1136	1079	1250	1325	1330	1350

Public Programmes

Education	55	81	60	70	70	70
Exhibitions	220	230	250	250	250	250
Publications	30	45	50	50	50	50
Marketing	160	145	200	200	200	200
Membership						
Commercial Operations (Retail, C&S)	35	27	55	65	65	80
Admissions						
Corporate Services	15	15	20	20	20	20
Occupancy						
Other	25	27	30	30	30	30

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Depreciation

Total Public Programmes

540	570	665	685	685	700
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Other:

Administration

471	442	500	525	525	560
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Site Maintenance

295	359	385	465	500	500
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Staff Costs

1493	1443	1560	2100	2250	2400
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Total Other

2259	2244	2445	3090	3275	3460
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TOTAL COST OF ACTIVITIES

(Management and Maintenance)

3935	3893	4360	5100	5290	5510
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Waitakere City Council Sinking Fund Commissioners

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2004

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November 2004

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	3: Statement of Financial Position	page 2
SECTION B	4: Notes to the Financial Statements	page 3
SECTION C	5: Audit Report	page 8

DIRECTORY

The Commissioners

H O'Rourke
A Pollock
R Rudd

Retired Commissioners

Bankers

Bank of New Zealand, Civic Centre Branch

Auditors

Audit New Zealand, on behalf of The Office of the Auditor-General

Postal Address

C/- Waitakere City Council
Private Bag 93-109
Henderson, WAITAKERE CITY

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The Waitakere City Council Sinking Fund Commissioners
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004

STATEMENT OF FINANCIAL PERFORMANCE
for the Year Ended 30 June 2004

	Note	June 2004	June 2003
Income from Funds Invested		303,281	300,415
Net Realisation of Discount/(Premium) on Securities Purchased		-	-
Sundry Expenditure		(82)	(55)
NET OPERATING SURPLUS		\$ 303,199	\$ 300,360

The following notes form part of, and should be read in conjunction with, these statements.

STATEMENT OF MOVEMENTS IN EQUITY
for the Year Ended 30 June 2004

	Note	June 2004	June 2003
Equity at the Start of the Year		5,486,428	5,530,916
Net Surplus / (Deficit) for Year		303,199	300,360
Total Recognised Revenues and Expenses for the Period		303,199	300,360
Contributions Received from Waitakere City Council		387,774	429,709
Releases Passed Back to Waitakere City Council		(1,115,500)	(774,557)
EQUITY AT THE END OF THE YEAR		\$ 5,061,901	\$ 5,486,428

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The following notes form part of, and should be read in conjunction with, these statements.

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The Waitakere City Council Sinking Fund Commissioners
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004

STATEMENT OF FINANCIAL POSITION
as at 30 June 2004

	Notes	June 2004	June 2003
Equity			
Accumulated Balance	<i>three</i>	5,061,901	5,486,428
EQUITY AT THE END OF THE FINANCIAL PERIOD		\$ 5,061,901	\$ 5,486,428

This is represented by :-

Current Assets			
Cash in Bank	150	82
Deposits and Investment Securities <i>four</i>	5,044,473	5,470,355
Interest Receivable	17,278	15,991
CURRENT ASSETS		5,061,901	5,486,428
TOTAL ASSETS		\$ 5,061,901	\$ 5,486,428

The following notes form part of, and should be read in conjunction with, these statements.

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NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 30 June 2004

Note One : STATEMENT OF ACCOUNTING POLICIES

(A) **The Reporting Entity**

The Waitakere City Sinking Fund Commissioners administer the sinking funds of the Waitakere City Council relating to debt raised under the Local Authorities Loans Act 1956.

The surplus and deficit from the investment of funds administered is returned to Council by way of a pro-rata distribution across the accumulated fund.

Individual funds are released back to the Council upon the maturity of the loan to which it relates.

(B) **Basis for Reporting**

The Local Authorities Loans Act 1956 was repealed by the Local Government Amendment Act No. 3, effective 1 July 1998. There is no statutory requirement for Sinking Fund Commissioners to continue under the Local Government Amendment Act No. 3. However, Council has resolved that sinking funds relating to debt raised under the Local Authorities Loans Act 1956 will continue to be administered by the Waitakere City Sinking Fund Commissioners, whilst any sinking fund collected to repay debt issued after 1 July 1999 will be administered by Council through its Borrowing and Investment Policy.

In accordance with the Council decision to continue Sinking Fund Commissioners, these statements have been prepared.

(C) **Measurement Base**

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a historical cost basis are followed by the Commissioners.

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NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 30 June 2004

Note One : STATEMENT OF ACCOUNTING POLICIES ...continued

(D) **Differential Reporting**

The Commissioners qualify under the Institute of Chartered Accountants of New Zealand Differential Reporting Framework.

The Commissioners represent Waitakere City Council solely in completing their duties and also qualify under the size criteria.

The Commissioners have taken advantage of all differential reporting concessions available to them.

(E) **Specific Accounting Policies**

Interest Income

Interest income is accrued on a daily basis.

Receivables

Receivables are valued at the lower of book value and net realisable value. No provision for uncertain collectability has been deemed necessary.

Deposits and Investment Securities

Deposits and investment securities are purchased primarily with the intention of holding them until maturity. They are valued at cost, with the discount or premium on acquisition (if any) amortised over the term of the security on an original purchase yield basis.

(F) **Changes in Accounting Policies**

There have been no changes in accounting policy that materially affect this or future accounting periods.

The accounting policies have been applied consistently through the accounting periods presented in these financial statements.

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NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 30 June 2004

Note Two : RELATED PARTY DISCLOSURES

A related party situation exists between the Commissioners and the Waitakere City Council.

The Commissioners receive contributions from the Council on a semi-annual basis to invest, and release the accumulated fund upon the maturity of the Council loan to which the fund relates.

	June 2004	June 2003
Contribution Received	387,774	429,709
Sinking Fund Released	(1,115,500)	(774,557)

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**NOTES TO THE FINANCIAL STATEMENTS
 for the Year Ended 30 June 2004**

Note Three : ACCUMULATED BALANCE

(A) Description

The Accumulated Balance represents all past surpluses and contributions from Council, net of releases passed back to Council when due. The Accumulated Balance on hand as at the financial year end will fall due as follows.

(B) Maturity Analysis

	June 2004	June 2003
falling due within one year	1,780,139	1,115,500
one to two years	1,011,270	1,508,465
two to five years	2,270,492	2,862,463
after five years	-	-
Accumulated Balance	5,061,901	5,486,428

Note Four : DEPOSITS AND INVESTMENT SECURITIES

(A) Investment Management

The Commissioners manage the investment portfolio within the parameters of the Waitakere City Council Borrowing and Investment Policy. The main objective of the investment policy is to maximise return on investments whilst minimising exposure to interest rate and credit risk.

Interest rate risk is managed through investing in short term bank facilities maturity matched with equivalent borrowings. Exposure to credit risk is managed through adherence to counterparty limits approved in the Borrowing and Investment Policy on the basis of long term credit ratings.

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NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 30 June 2004

Note Four : DEPOSITS AND INVESTMENT SECURITIES

...continued

(B) **Portfolio Mix : Maturing
 Within Twelve Months**

	June 2004	June 2003
Government Stock	-	-
Local Authority Stock	-	-
Waitakere City Council	-	-
Cash Deposits	5,044,473	5,470,355
Total Current	\$ 5,044,473	\$ 5,470,355

(C) **Portfolio Mix : Maturing
 Beyond Twelve Months**

	June 2004	June 2003
Government Stock	-	-
Local Authority Stock	-	-
Cash Deposits	-	-
Total Non-Current	\$ -	\$ -

(D) **Portfolio Returns :
 Analysis By Class**

	June 2004	June 2003
Government Stock	n/a	n/a
Local Authority Stock	n/a	n/a
Cash Deposits	5.95%	5.38%
Weighted Average Return	5.95%	5.38%

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AUDIT REPORT

**TO THE READERS OF
WAITAKERE CITY COUNCIL SINKING FUND COMMISSIONERS'
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2004**

The Auditor-General is the auditor of Waitakere City Council Sinking Fund Commissioners (the Sinking Fund). The Auditor-General has appointed me, Mr A S Frost, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements of the Sinking Fund, on his behalf, for the year ended 30 June 2004.

Unqualified Opinion

In our opinion the financial statements of the Sinking Fund on pages 1 to 7:

- comply with generally accepted accounting practice in New Zealand; and
- fairly reflect:
 - the Sinking Fund's financial position as at 30 June 2004; and
 - the results of its operations for the year ended on that date.

The audit was completed on 30 November 2004, and is the date at which our opinion is expressed.

The basis of the opinion is explained below. In addition, we outline the responsibilities of the Commissioners and the Auditor, and explain our independence.

Basis of Opinion

We carried out the audit in accordance with the Auditor-General's Auditing Standards, which incorporate the New Zealand Auditing Standards.

We planned and performed our audit to obtain all the information and explanations we considered necessary in order to obtain reasonable assurance that the financial statements did not have material misstatements, whether caused by fraud or error.

Material misstatements are differences or omissions of amounts and disclosures that would affect a reader's overall understanding of the financial statements. If we had found material misstatements that were not corrected, we would have referred to them in the opinion.

Our audit involved performing procedures to test the information presented in the financial statements. We assessed the results of those procedures in forming our opinion.

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Audit procedures generally include:

- determining whether significant financial and management controls are working and can be relied on to produce complete and accurate data;
- verifying samples of transactions and account balances;
- performing analyses to identify anomalies in the reported data;
- reviewing significant estimates and judgements made by the Commissioners;
- confirming year-end balances;
- determining whether accounting policies are appropriate and consistently applied; and
- determining whether all financial statement disclosures are adequate.

We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements.

We evaluated the overall adequacy of the presentation of information in the financial statements. We obtained all the information and explanations we required to support the opinion above.

Responsibilities of the Commissioners and the Auditor

The Commissioners are responsible for the preparation of financial statements in accordance with generally accepted accounting practice in New Zealand. Those financial statements must fairly reflect the financial position of the Sinking Fund as at 30 June 2004 and the results of its operations for the year ended on that date.

We are responsible for expressing an independent opinion on the financial statements and reporting that opinion to you. This responsibility arises from section 15 of the Public Audit Act 2001 and section 91 of the Local Authorities Loans Act 1956.

Independence

When carrying out the audit we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the Institute of Chartered Accountants of New Zealand.

Other than the audit, we have no relationship with or interests in the Sinking Fund.

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A S Frost
Audit New Zealand
On behalf of the Auditor-General
Auckland, New Zealand

FIRST QUARTER PERFORMANCE RESULTS 2004/2005

The following are the performance results that have become available during the first quarter (July-September 2004).

Performance Measure	Annual Target	Results	Comment
Strong Communities			
Number of visits to the West Wave Aquatic Centre increases.	736,000 or more	180,109 visits	Results on track to meet target.
Number of visits to the Massey Leisure Centre increases.	195,000 or more	43,550 qtr and ytd	Results on track to meet target.
Green Network			
Number of businesses participating in environmental initiatives is increased.	60 or more additional businesses	21 additional businesses	Results on track to meet target.
Three Waters			
Respond to flood callouts within 3 hours.	90% or more	96%	Results exceed target.
Minimise the number of flood incidents per 1,000 properties.	5.0 per 1,000 properties or less	0.42 per 1,000 properties	Results on track to meet target.
Ensure no overflows from local pumping stations that cause adverse effects on either the environment or public health.	0 overflows	0 overflows	Results meet target.
Keep peak wastewater flows within Waitakere City's share of the capacity of the western interceptor. Excessive flows are measured by overflows at the Western Interceptor.	95% or less	75%	Results exceed target.
Limit the number of blockages and overflows in the Wastewater network.	16.0 per 1,000 properties or less	4.8 per 1,000 properties	Results on track to meet target.
Dry weather overflows during normal operation (due to capacity) of the local and regional networks have been avoided.	0 overflows	0 overflows	Results meet target.
Restore service within 6 hours of a water main break.	98% or more	95%	Results do not meet target due to high number of damaged water main jobs associated with the Te Atatu under grounding project currently underway.
Respond to water main breaks within 2 hours.	98% or more	99%	Results exceed target.

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Performance Measure	Annual Target	Results	Comment
Limit the number of breaks in the water reticulation network.	12 per 1,000 properties or less	2.9 per 1,000 properties	Results on track to meet target.
Reduce water loss in the water supply system (as defined by the International Water Association).	11.0% or less	11%	Results meet target.
Customers are supplied with water at pressure and flow complying with levels of service.	95% or more	95%	Results meet target.
Stream restoration projects to control slippage and erosion are completed.	10 or more completed projects	2 completed projects, 9 projects in progress	Results on track to meet target.
New stormwater treatment systems that improve stormwater quality are in place in priority catchments, as identified by the Regional Stormwater Strategy.	5 or more new systems	10 planned, 3 in progress, 1 completed	Results on track to meet target.
Improved treatment standards at the Mangere wastewater treatment plant are monitored by the Watercare shareholders group.	Improvement is identified	Improvement is expected.	Results on track to meet target. Treatment process has been identified and is ongoing. Improvement is expected and should be reflected in Watercare's Annual Report at the end of the year.
Zero Waste			
Compliance with resource consent conditions and other legislative requirements for ensuring safe and environmentally acceptable former waste sites.	100%	100%	Results meet target.
Reduce city council collected domestic waste per person deposited at the Transfer Station.	114 kg or less	28.6 kg per person	Results on track to meet target.
Waste entering the Transfer Station (from within and outside the city) is diverted from landfill through reuse, recycling, recovery or composting initiatives.	23% or more	22.3%	Results are slightly below target but indicative of performance over the last year. Composition of the delivered commercial waste includes less recyclable waste as indicated by the composition survey carried out in 2003/2004 when compared with 2002/2003. This issue is being addressed through a reduced price mechanism commenced in August 2004 for sorted commercial inorganic waste. This is expected to increase the recovery of materials and reduce waste to landfill.

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Performance Measure	Annual Target	Results	Comment
Reduce the volume per resident of litter, dumping and domestic waste (including inorganic and excluding kerbside recycling) generated in WC and deposited at the Transfer Station.	140 kg or less	38.6 kg per person	Results are not on track to meet target. Kerbside waste collected in Council bags has been showing increases over previous years through to 2003/2004. This has increased by 6.5% this quarter compared to the corresponding quarter last year. Kerbside recycling decreased by 5% and is considered to be the main contributing factor. Two key initiatives in the planning stages to address this are: The introduction of kitchen food waste collection (making up 50% of composition of bagged waste) and the introduction of larger recycling wheelie bins for kerbside collection.
A greater proportion of City green waste and City collected waste delivered to the Transfer Station is recycled or composted.	52% or more	44.9%	Results do not meet target. The lesser volumes of recycling and green waste are partly due to seasonal variation, however the recycling content in inorganic waste has reduced as indicated by the recently carried out waste composition survey (SWAP survey). Results are expected to improve in subsequent quarters.
Minimise collected City inorganic waste per person deposited at the Transfer Station. A142	29 kg or less	9.1 kg per person	Results are not on track to meet target. Inorganic collected during the first quarter was mainly from the rural properties and was unusually high. Residents put out large quantities as it is collected only once per year. The only way to control the volumes is to restrict each household to put out one car trailer load of inorganic only, and strictly monitor compliance. Results are expected to improve in the subsequent quarters.

**MINUTES OF A MEETING OF THE EMERGENCY SERVICES SPECIAL COMMITTEE HELD
IN THE CIVIL DEFENCE HEADQUARTERS, 7 ELCOAT AVENUE, HENDERSON,
WAITAKERE CITY, ON TUESDAY, 30 NOVEMBER 2004,
COMMENCING AT 9.32 AM.**

PRESENT: Councillors DQ Battersby, JP (Chairperson)
WW Flaunty, QSM, JP (Chairperson)
PJ Booth, OBE

ABSENT: Councillor RP Dallow, QPM, JP

IN ATTENDANCE: Director: Corporate and Civic Services
Group Manager: Democracy and Support Services
Manager: Emergency Management
Principal Rural Fire Officer
Emergency Management Officer
Democracy and Governance Team Manager (Committee Secretary)

ALSO IN ATTENDANCE: B Ellis, Chief Fire Officer: NZ Fire Service, Waitakere City
P Wilding, Deputy Chief Fire Officer: NZ Fire Service, Waitakere City
R Abbott, NZ Police Operations Inspector

1 APOLOGIES

There were no Apologies.

2 URGENT BUSINESS

There was no Urgent Business.

3 CIVIL DEFENCE EMERGENCY MANAGEMENT OVERVIEW

2132/2004

MOVED by Cr WW Flaunty, seconded Cr PJ Booth:

That the Civil Defence Emergency Management Overview report be received.

CARRIED

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4 **RURAL FIRE REPORT**

2133/2004

MOVED by Cr PJ Booth, seconded Cr WW Flaunty:

That the Rural Fire report be received.

CARRIED

10.46 am

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT A MEETING OF THE
EMERGENCY SERVICES SPECIAL COMMITTEE
HELD ON

DATE:.....

CHAIRPERSON:.....

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**MINUTES OF A MEETING OF THE TENDERS SUBCOMMITTEE HELD IN THE
CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON FRIDAY, 26 NOVEMBER 2004, COMMENCING AT 9.08 AM**

PRESENT: Councillors JM Clews, QSO, JP (Chairperson)
RI Clow (Deputy Chairperson)
Director: Corporate & Civic Services
Director: Quality Assurance
Director: Finance

IN ATTENDANCE: Service Manager: Parks and Open Space Assets
Asset Manager: Environmental - Debbie Chapman
Parks Sport Officer
Parks Arborist & Quality Assurance

ALSO IN ATTENDANCE: R Rowe, Techscape
J Swanepoel, Techscape
G Peters, Waitakere Quarry

1 APOLOGIES

2124/2004

MOVED by A Pollock, seconded R Rudd:

That apologies from HV O'Rourke, A Magee, J Dragicevich and W Paki for absence be received and sustained.

CARRIED

2 URGENT BUSINESS

There was no Urgent Business.

3 CONFIRMATION OF MINUTES

2125/2004

MOVED by Cr Clow, seconded R McLeod:

That the minutes of the Meeting of the Tenders Subcommittee held on Friday, 12 November 2004, as circulated, be taken as read and now be confirmed.

CARRIED

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4 CONTRACT NO. 70390 - LICENCE TO OPERATE WAITAKERE QUARRY

2126/2004

MOVED by Cr Clow, seconded R McLeod:

1. That the Contract No. 70390 - Licence to Operate Waitakere Quarry report be received.
2. That the extension of Contract No. 70390 - Licence to Operate Waitakere Quarry be granted to Wharehine Contractors Limited for a period of five years at the current royalty.
3. That the authority to enter into a contract for the extension of Contract No. 70390 - Licence to Operate Waitakere Quarry, be delegated to the Group Manager: Asset Management.

CARRIED

5 PARKS MAINTENANCE CONTRACT 2005 - PK05001A CITY PLANT AND ANIMAL PEST MAINTENANCE

DEFERRED

The Chairperson with the consent of the meeting, deferred Item 5: Parks Maintenance Contract 2005 - PK05001A City Plant and Animal Pest Maintenance at this time. A report is to be submitted at a later date.

6 PARKS MAINTENANCE CONTRACT 2005 - PK05001B CITY ROADSIDE VEGETATION MAINTENANCE

2127/2004

MOVED by R McLeod, seconded R Rudd:

1. That the Parks Maintenance Contract 2005 - PK05001B City Roadside Vegetation Maintenance Contract report be received.
2. That approval be given to invite public tenders for Contract PK 05001B City Roadside Vegetation Maintenance Contract for two (2) years with extensions of two (2) plus two (2) years.

CARRIED

7 PARKS MAINTENANCE CONTRACT 2005 - PK05002A CITY ARBORICULTURE MAINTENANCE

2128/2004

MOVED by R McLeod, seconded Cr Clow:

1. That the Parks Maintenance Contract 2005 - PK05002A City Arboriculture Maintenance Contract report be received.
2. That approval be given to invite public tenders for Contract PK 05002A City Arboriculture Maintenance Contract for two (2) years with extensions of two (2) plus two (2) years.

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CARRIED

8 PARKS MAINTENANCE CONTRACT 2005 - PK05003A CITY SPORTS PARKS PROGRAMMED MAINTENANCE

DEFERRED

The Chairperson with the consent of the meeting, deferred Item 8: Parks Maintenance Contract 2005 - PK05003A City Sports Parks Programmed Maintenance at this time. A report is to be submitted at a later date.

9 CONTRACT NO. CC04120A - NGÄTI WHATUA O ORAKEI CORPORATE LIMITED - PROFESSIONAL SERVICES CONTRACT FOR 2004 TO 2007

2129/2004

MOVED by Cr Clow, seconded R Rudd:

1. That Contract No. CC04120A: Ngāti Whatua O Orakei Corporate Limited - Professional Services Contract for 2004 to 2007 report be received.
2. That the proposed restructured form of contract for Professional Services for Ngāti Whatua O Orakei Corporate Limited be approved.
3. That the Chief Executive be delegated authority to negotiate and enter into a contract with Ngāti Whatua O Orakei Corporate Limited for professional services to Waitakere City for one (1) year with a two (2) year right of renewal from 1 December 2004 on the basis outlined in the Agenda report.
4. That approval is given for the commitment of the Part A base funding of \$20,000 plus \$2,500 GST totalling \$22,500 in each of the 2005/2006, 2006/2007 and 2007/2008 Annual Plan years.
5. The authority to enter into the contract on behalf of the Council be delegated to the Chief Executive.
6. That, subject to a review by Council of how the new contract approach is working, authority to exercise the right of renewal be delegated to the Chief Executive.

CARRIED

10 CONTRACT NO. CC04127A - TE KAWERAU A MAKI PROFESSIONAL SERVICES CONTRACT FOR 2004 TO 2007

2130/2004

MOVED by Cr Clow, seconded R Rudd:

1. That Contract No. CC04127A - Te Kawerau A Maki Professional Services Contract for 2004 to 2007 be received.
2. That the proposed restructured form of contract for Professional Services for Te Kawerau A Maki be approved.
3. That the Chief Executive be delegated authority to negotiate and enter into a contract with Te Kawerau A Maki Tribal Trust for professional services to Waitakere City for one (1) year with a two (2) year right of renewal from 1 December 2004 on the basis outlined in the Agenda report.

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4. That approval is given for the commitment of the Part A base funding of \$20,000 plus \$2,500 GST totalling \$22,500 in each of the 2005/2006, 2006/2007, 2007/2008 Annual Plan years.
5. The authority to enter into the contract on behalf of the Council be delegated to the Chief Executive.
6. That, subject to a review by Council of how the new contract approach is working, authority to exercise the right of renewal be delegated to the Chief Executive.

CARRIED

11 CONTRACT NO. PK 04623C - ENVIRONMENTAL WEED CONTROL IN PARKS

2131/2004

MOVED by A Pollock, seconded Cr Clow:

1. That the Contract No. PK 04623C - Environmental Weed Control in Parks report be received.
2. That subject to a satisfactory credit check the tender from Te Ngahere Limited for Contract PK 04623C Environmental Weed Control in Parks in the sum of \$160,000 plus \$20,000 GST, totalling \$180,000 be accepted for a contract period from 1 December 2004 to 30 June 2005.
3. That authority to enter into Contract PK 04623C - Environmental Weed Control in Parks on behalf of Council be delegated to Group Manager: Asset Management.

CARRIED

9.40 am

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT AN ORDINARY MEETING OF THE
TENDERS SUBCOMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

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**MINUTES OF A MEETING OF THE CREATIVE COMMUNITIES SCHEME ALLOCATION
SUBCOMMITTEE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE,
LINCOLN, WAITAKERE CITY, ON MONDAY, 22 NOVEMBER 2004 AND
RECONVENED ON TUESDAY, 23 NOVEMBER 2004,
COMMENCING AT 9.33 AM.**

PRESENT:

Councillor	JP	Lawley (Chairperson)
Ms	J	Moore-Chisholm (Professional Artist {nominated annually by Lopdell House Society})
Ms	H	Baugh (Business Sector)
Mr	K	Davey (Waitakere Central Community Arts Council)
Mrs	E	Taumaunu (Te Taumata Runanga)
Mr	R	Waititi (Te Taumata Runanga)

ABSENT:

Ms	M	Tepai
Ms	J	Reece

OBSERVERS:

Councillor	WW	Flaunty, QSM
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IN ATTENDANCE:

Director: Public Affairs
Community Assistance Administrator
Community Arts Co-ordinator
Māori Community Arts Co-ordinator
Project Leader Community Resources
Democracy Support and Sister City Liaison Officer

1 **APOLOGIES**

There were no Apologies.

2 **URGENT BUSINESS**

There was no Urgent Business.

3 CREATIVE COMMUNITIES SCHEME ALLOCATION - NOVEMBER 2004

2093/2004

MOVED by E Taumaunu, seconded R Waititi:

That it recommended to the Finance and Operational Performance Committee that the Creative Communities Scheme Allocations as set out be approved.

No:	Group Name	Funding Requested	Funding Allocated
1	Hoani Waititi Marae	\$0.00	\$0.00
2	Monsignor Ante Klaric	\$0.00	\$0.00
3	Te Atatu Peninsula Kindergarten	\$0.00	\$0.00
4	Waitakere Gardens Residents Association	\$0.00	\$0.00
5	Whopper Chopper Trust	\$0.00	\$0.00
6	833 Records	\$5,000.00	\$3,395.00
7	Adoption Counselling Education & Research Trust	\$1,984.00	\$1,195.00
8	Henderson South School	\$4,565.00	\$2,695.00
9	Kumeu Arts Centre	\$1,491.80	\$995.00
10	New Zealand Chinese Culture & Art Centre Inc	\$5,000.00	\$2,495.00
11	Nga Kakano O Te Kaihanga Trust	\$5,000.00	\$2,795.00
12	Priscilla Cowie	\$3,458.00	\$2,745.00
13	Ranui Baptist Youth Group FBI	\$778.00	\$395.00
14	Somali Concern Refugees & Migrant Organisation Inc	\$5,000.00	\$2,995.00
15	Spectrum Care Trust	\$2,184.00	\$1,495.00
16	Te Korowi O Ti Iwi Trust	\$1,806.21	\$1,495.00
17	Te Putahitanga Rangatahi O Te Rautahi	\$2,816.00	\$1,611.00
18	Te Rautahi Maori Culture Group	\$5,000.00	\$2,845.00
19	Waitakere Arts & Cultural Development Trust	\$4,855.00	\$3395.00
20	West Auckland Mental Health Support Trust	\$995.00	\$745.00
21	YMCA of Auckland	\$3,000.00	\$1,995.00
22	Young & Emerging Artists Charitable Trust	\$4,500.00	\$2,495.00
23	Leataata O Le Lumanai Samoa Trust	\$3,511.00	\$2,195.00
24	Love to Sing Limited	\$4,946.00	\$0.00
25	Piha Media Trust	\$5,000.00	\$2,495.00
26	ROMA	\$1,327.00	\$0.00
27	Sturges Road Kindergarten	\$1,383.00	\$990.00
28	Timothy Hopkins	\$5,000.00	\$3,395.00
29	Warren Pohatu	\$5,000.00	\$3,395.00
30	Whats in the Box? Theatre Inc	\$1,513.00	\$990.00
		\$85,113.01	\$49,241.00

CARRIED

11.00 am

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT A MEETING OF THE CREATIVE
COMMUNITIES SCHEME ALLOCATION
SUBCOMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....