



Waitakere City Council
Te Taiāo o Waitakere

NOTICE OF MEETING

FINANCE AND OPERATIONAL PERFORMANCE COMMITTEE

I hereby give notice that a Meeting of the Finance and Operational Performance Committee will be held on:-

DATE: Monday , 9 October 2006 **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.

5 October 2006

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Councillors	JM	Clews, QSO, JP (Chairman)
	RI	Clow (Deputy Chairman)
	DQ	Battersby, JP
	MFP	Chan, JP
	LA	Cooper
	AK	Corban, OBE, JP
	RP	Dallow, QPM, JP
	WW	Flaunty, QSM, JP
	DE	Gilmour
	C	Harding, JP
	PA	Hulse
	JP	Lawley
	VS	Neeson, JP
	CA	Stone

Mayor RA Harvey, QSO, JP (ex officio)

(Quorum 5 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 FINANCE AND OPERATIONAL PERFORMANCE
COMMITTEE TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY
ROAD, HENDERSON, WAITAKERE, ON MONDAY, 9 OCTOBER 2006,
COMMENCING AT 9.30 AM.**

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**AGENDA FOR A MEETING OF THE FINANCE AND OPERATIONAL PERFORMANCE
COMMITTEE TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY
ROAD, HENDERSON, WAITAKERE, ON MONDAY, 9 OCTOBER 2006,
COMMENCING AT 9.30 AM.**

PART A - OPENING OF MEETING

1 APOLOGIES



2 URGENT BUSINESS

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

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

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

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



3 CONFIRMATION OF MINUTES

Meeting Minutes - Monday, 11 September 2006.

RECOMMENDATION

That the minutes of the Meeting of the Finance and Operational Performance Committee held on Monday, 11 September 2006, as circulated, be taken as read and now be confirmed.



PART B - LEGAL AND CONSTITUTIONAL

4 AFFIXATION OF COMMON SEAL

EXECUTION OF DOCUMENTS: 4 to 29 September 2006

Nº	NAME	PARTICULARS
3737	WCC - Frank Hall	Right to drain stormwater easement in gross – CT.289766 – 55 View Road – SPW 22203
3738	WCC - Huijuan Feng	Deed of Waiver s.40 Public Works Act 1981 – 11A John F Kennedy Place, resolution 1348/2005
3739	WCC	Plan Change 20: Operative Status – Boundary adjustment subdivision provisions – s.73 RMA – Resolution 1349/2006 – operative from 26/9/06
3740	WCC – T & PM Yugovich & ASB Bank Ltd	Release of Uncompleted Works & Maintenance Bond – Identifier 35967 – Shaw Road – SPW 21450
3741	WCC – T & PM Yugovich & ASB Bank Ltd	Release of Uncompleted Works & Maintenance Bond – Identifier 35969 – Shaw Road – SPW 21450
3742	WCC – Metlifecare Crestwood Ltd	Memorandum of Encumbrance (outstanding resource consent condition) – 36 & 38 Golf Road
3743	WCC – Unitec Institute of Technology	Transfer of 6 Waipareira Avenue – resolution 1909/2003
3744	WCC – Mere Latai Dickson	Deed of Waiver s.40 Public Works Act 1981 – 60 Glendale Road – resolution 1348/2005
3745	WCC – Unitec Institute of Technology	Easements: Accessway; Water; Telecommunications - 6 Waipareira Avenue – resolution 1909/2003
3746	WCC – Hallmark Properties Ltd	Removal of s.643 and s.37 Certificates – 14 Heremai Street
3747	WCC – NZ Ceramic Heritage Trust	Lease of Ambrico Studio – resolution 2445/2005
3748	WCC – NZ Railways Corporation	Agreement granting right to lay 355mm watermain on railway land at Metcalfe Road – Grant 61417
3749	WCC – Shelter Homes Ltd	Stormwater drainage easement in gross – CT.296367 – 7 Withers Road – SPW 22442
3750	WCC – Everbright Investment Ltd	Fencing Agreement – CTs.225172-225174 inclusive – 42 & 45 Garelja Road – SPW 22082
3751	WCC – JH & KP Van Zeyl	Fencing Agreement – CTs271615-271616 – 42 Hereford Street – SPW 22048
3752	WCC – JP Weir	Withdrawal of Caveat – 43 Buscomb Avenue – Rule 44.2 Standing Orders
3753	WCC – LD Ellingham	Transfer, stopped Road, 83 Swanson Road –resolution 1686/2006
3754	WCC – Alan Ahmu	Warrant of Appointment & Evidence of Identity – WCC001
3755	WCC – Andrew Chalton	Warrant of Appointment & Evidence of Identity – WCC002
3756	WCC - Neville Colling	Warrant of Appointment & Evidence of Identity – WCC118
3757	WCC - Robert Davidson	Warrant of Appointment & Evidence of Identity – WCC004
3758	WCC - Colin Diprose	Warrant of Appointment & Evidence of Identity – WCC005
3759	WCC - Neville Exler	Warrant of Appointment & Evidence of Identity – WCC006
3760	WCC - Teresa Hart	Warrant of Appointment & Evidence of Identity – WCC008
3761	WCC - Huw Hill-Male	Warrant of Appointment & Evidence of Identity – WCC009
3762	WCC - Joachim Lechtenborger	Warrant of Appointment & Evidence of Identity – WCC010
3763	WCC - Dean Nuralli	Warrant of Appointment & Evidence of Identity – WCC015
3764	WCC - Ram Reddy	Warrant of Appointment & Evidence of Identity – WCC017
3765	WCC - Martin Sharp	Warrant of Appointment & Evidence of Identity – WCC018
3766	WCC - Colin Waite	Warrant of Appointment & Evidence of Identity – WCC019
3767	WCC - Roscoe Webb	Warrant of Appointment & Evidence of Identity – WCC020
3768	WCC - Patrick Andrews	Warrant of Appointment & Evidence of Identity – 032

Nº	NAME	PARTICULARS
3769	WCC - Graham Leonard	Warrant of Appointment & Evidence of Identity – WCC022
3770	WCC - Ian Davis	Warrant of Appointment & Evidence of Identity – WCC023
3771	WCC - Ranjit Ranatunga	Warrant of Appointment & Evidence of Identity – WCC026
3772	WCC - Richard Taylor	Warrant of Appointment & Evidence of Identity – WCC027
3773	WCC - Zoran Pilipovic	Warrant of Appointment & Evidence of Identity – WCC028
3774	WCC - Eric Williams	Warrant of Appointment & Evidence of Identity – WCC029
3775	WCC - Tony Miguel	Warrant of Appointment & Evidence of Identity – WCC031
3776	WCC - Lawrie Blair	Warrant of Appointment & Evidence of Identity – WCC034
3777	WCC - Jill Edwards	Warrant of Appointment & Evidence of Identity – WCC036
3778	WCC - Sue Gentry	Warrant of Appointment & Evidence of Identity – WCC300
3779	WCC - Gillian Hildreth	Warrant of Appointment & Evidence of Identity – WCC301
3780	WCC - Alfredo Sodo	Warrant of Appointment & Evidence of Identity – WCC037
3781	WCC - David Gordon	Warrant of Appointment & Evidence of Identity – WCC038
3782	WCC - Robert Menzies	Warrant of Appointment & Evidence of Identity – WCC302
3783	WCC - Chris Olsen	Warrant of Appointment & Evidence of Identity – WCC039
3784	WCC - Olga Caine-Caitlin	Warrant of Appointment & Evidence of Identity – WCC041
3785	WCC - David Makani	Warrant of Appointment & Evidence of Identity – WCC303
3786	WCC - Ivan Franic	Warrant of Appointment & Evidence of Identity – 110
3787	WCC - Doug Moore	Warrant of Appointment & Evidence of Identity – 111
3788	WCC - Alan Wild	Warrant of Appointment & Evidence of Identity – 112
3789	WCC - Penny Davis	Warrant of Appointment & Evidence of Identity – 113
3790	WCC - William Tawhara	Warrant of Appointment & Evidence of Identity – 114
3791	WCC - Les Hoy	Warrant of Appointment & Evidence of Identity – 115
3792	WCC - Alan Powell	Warrant of Appointment & Evidence of Identity – 116
3793	WCC - Andrew Young	Warrant of Appointment & Evidence of Identity – 117
3794	WCC - Willie Williams	Warrant of Appointment & Evidence of Identity – 118
3795	WCC - Brent Daw	Warrant of Appointment & Evidence of Identity – 119
3796	WCC - Gordon Hansen-Hill	Warrant of Appointment & Evidence of Identity – 120
3797	WCC - John Wilkins	Warrant of Appointment & Evidence of Identity – 128
3798	WCC - Ben Gelderbloem	Warrant of Appointment & Evidence of Identity – WCC304
3799	WCC - Robert Graham	Warrant of Appointment & Evidence of Identity – WCC305
3800	WCC - Lesley Thornton	Warrant of Appointment & Evidence of Identity – WCC306
3801	WCC - Bronwyn Allerby	Warrant of Appointment & Evidence of Identity – WCC159
3802	WCC - Pam Pooley	Warrant of Appointment & Evidence of Identity – WCC045
3803	WCC - Andrew Richards	Warrant of Appointment & Evidence of Identity – WCC046
3804	WCC - Geoff England	Warrant of Appointment & Evidence of Identity – WCC053
3805	WCC - Kevin Fan	Warrant of Appointment & Evidence of Identity – WCC058
3806	WCC - Rochelle Edwards	Warrant of Appointment & Evidence of Identity – WCC307
3807	WCC - Wolfgang Nethe	Warrant of Appointment & Evidence of Identity – WCC059
3808	WCC - Harold O'Rourke	Warrant of Appointment & Evidence of Identity – WCC309
3809	WCC - Grant Jennings	Warrant of Appointment & Evidence of Identity – WCC236
3810	WCC - Peter Hansen	Warrant of Appointment & Evidence of Identity – WCC237
3811	WCC - Warren Ogilvie	Warrant of Appointment & Evidence of Identity – WCC238
3812	WCC - Willy Coenradi	Warrant of Appointment & Evidence of Identity – WCC239
3813	WCC - John Franciscus Koolen	Warrant of Appointment & Evidence of Identity – WCC067
3814	WCC - Fredrick Rawiri	Warrant of Appointment & Evidence of Identity – WCC241
3815	WCC - Brian Smith	Warrant of Appointment & Evidence of Identity – WCC242

N°	NAME	PARTICULARS
3816	WCC - Patrick Pomari	Warrant of Appointment & Evidence of Identity – WCC243
3817	WCC - Victor Tangihaere	Warrant of Appointment & Evidence of Identity – WCC246
3818	WCC - John Morey	Warrant of Appointment & Evidence of Identity – WCC247
3819	WCC - Brent Daw	Warrant of Appointment & Evidence of Identity – WCC248
3820	WCC - Christopher Bindon	Warrant of Appointment & Evidence of Identity – WCC249
3821	WCC - Daniel Crawte	Warrant of Appointment & Evidence of Identity – WCC250
3822	WCC - Rebecca Ann Robertson	Warrant of Appointment & Evidence of Identity – WCC251
3823	WCC - Michelle Margaret Donald	Warrant of Appointment & Evidence of Identity – WCC252
3824	WCC - Phillip Hinton	Warrant of Appointment & Evidence of Identity – WCC253
3825	WCC - Willem Hildebrand Horring	Warrant of Appointment & Evidence of Identity – WCC254
3826	WCC - Michael K Eagle	Warrant of Appointment & Evidence of Identity – WCC255
3827	WCC - Allan Shearer	Warrant of Appointment & Evidence of Identity – WCC256
3828	WCC - Douglas Moore	Warrant of Appointment & Evidence of Identity – WCC257
3829	WCC - Dean Everett Breckon	Warrant of Appointment & Evidence of Identity – WCC258
3830	WCC - Geoffrey Ormond Winn	Warrant of Appointment & Evidence of Identity – WCC259
3831	WCC - Edward Redford Grassick	Warrant of Appointment & Evidence of Identity – WCC260
3832	WCC - Frederick Erwest Large	Warrant of Appointment & Evidence of Identity – WCC261
3833	WCC - Arthur Hendrik Jan Rees	Warrant of Appointment & Evidence of Identity – WCC262
3834	WCC - Ronald Gillman	Warrant of Appointment & Evidence of Identity – WCC263
3835	WCC - Ivan Franic	Warrant of Appointment & Evidence of Identity – WCC264
3836	WCC - Stephen Waitere	Warrant of Appointment & Evidence of Identity – WCC265
3837	WCC - Gail Paul	Warrant of Appointment & Evidence of Identity – WCC266
3838	WCC - Dennis Leslie Atkinson	Warrant of Appointment & Evidence of Identity – WCC267
3839	WCC - James Duncan Haydon	Warrant of Appointment & Evidence of Identity – WCC268
3840	WCC - Colleen Patsie Gray	Warrant of Appointment & Evidence of Identity – WCC269
3841	WCC - John Richard Snashall	Warrant of Appointment & Evidence of Identity – WCC270
3842	WCC - Jeannette Ibrahim	Warrant of Appointment & Evidence of Identity – WCC161
3843	WCC - Shelley Diane Renkema	Warrant of Appointment & Evidence of Identity – WCC068
3844	WCC - Helen Mui Lean Chin	Warrant of Appointment & Evidence of Identity – WCC069
3845	WCC - Dennis Ernest Collins	Warrant of Appointment & Evidence of Identity – WCC271
3846	WCC - Bennion Beattie	Warrant of Appointment & Evidence of Identity – WCC272
3847	WCC - Christopher Tweedie	Warrant of Appointment & Evidence of Identity – WCC273
3848	WCC - Dwayne Andrew McNamara	Warrant of Appointment & Evidence of Identity – WCC274
3849	WCC - Angela Marie Carnie	Warrant of Appointment & Evidence of Identity – WCC275
3850	WCC - Peter Brian Dowling	Warrant of Appointment & Evidence of Identity – WCC276
3851	WCC - Edwin John Greensmith	Warrant of Appointment & Evidence of Identity – WCC287

Nº	NAME	PARTICULARS
3852	WCC - Neville Olsen	Warrant of Appointment & Evidence of Identity – WCC072
3853	WCC - Georgina Naioni Parata	Warrant of Appointment & Evidence of Identity – WCC279
3854	WCC - Robert Andrew Grant	Warrant of Appointment & Evidence of Identity – WCC280
3855	WCC - Geoffrey William Tremain	Warrant of Appointment & Evidence of Identity – WCC075
3856	WCC - Geoffrey Thomas Purvis	Warrant of Appointment & Evidence of Identity – WCC281
3857	WCC - Meral Eileen Purvis	Warrant of Appointment & Evidence of Identity – WCC282
3858	WCC - Graham Stephen Wrathall	Warrant of Appointment & Evidence of Identity – WCC283
3859	WCC - Alan Lindsay James	Warrant of Appointment & Evidence of Identity – WCC284
3860	WCC - Vernon Lloyd Sutton	Warrant of Appointment & Evidence of Identity – WCC285
3861	WCC - Glenys Gesina McDonald	Warrant of Appointment & Evidence of Identity – WCC286
3862	WCC - Mervyn Finlay Bennett	Warrant of Appointment & Evidence of Identity – WCC287
3863	WCC - Graham Roy Carnie	Warrant of Appointment & Evidence of Identity – WCC288
3864	WCC - Raymond Stewart Goulter	Warrant of Appointment & Evidence of Identity – WCC289
3865	WCC - Gary Christopher Hogg	Warrant of Appointment & Evidence of Identity – WCC290
3866	WCC - Stephen Wayne Phillips	Warrant of Appointment & Evidence of Identity – WCC291
3867	WCC - Stephen Frederick Steel	Warrant of Appointment & Evidence of Identity – WCC292
3868	WCC - Grant Joel O'Flaherty	Warrant of Appointment & Evidence of Identity – WCC293
3869	WCC - Natalie Kay Marsden	Warrant of Appointment & Evidence of Identity – WCC077
3870	WCC - Stuart Richard Liddell	Warrant of Appointment & Evidence of Identity – WCC078
3871	WCC - Don Samaranayake	Warrant of Appointment & Evidence of Identity – WCC079
3872	WCC - Jonathan Bruce Reddell	Warrant of Appointment & Evidence of Identity – WCC080
3873	WCC - Patrick Richard Stuart Andrews	Warrant of Appointment & Evidence of Identity – WCC083
3874	WCC - Paul Andrew Bailey	Warrant of Appointment & Evidence of Identity – WCC084
3875	WCC - Reginald Prichard	Warrant of Appointment & Evidence of Identity – WCC044
3876	WCC - Max Wilde	Warrant of Appointment & Evidence of Identity – WCC088
3877	WCC - John Richard Briant	Warrant of Appointment & Evidence of Identity – WCC091
3878	WCC - Kaaren Kennedy	Warrant of Appointment & Evidence of Identity – WCC093
3879	WCC - Maylene Barrett	Warrant of Appointment & Evidence of Identity – WCC095
3880	WCC - Helena Karora	Warrant of Appointment & Evidence of Identity – WCC096
3881	WCC - Grant Gillard	Warrant of Appointment & Evidence of Identity – WCC098
3882	WCC - Alan Forster	Warrant of Appointment & Evidence of Identity – WCC099
3883	WCC - Graeme Turner	Warrant of Appointment & Evidence of Identity – WCC100
3884	WCC - Peter Proctor	Warrant of Appointment & Evidence of Identity – WCC102
3885	WCC - Edward Donaghy	Warrant of Appointment & Evidence of Identity – WCC103
3886	WCC - John Gutch	Warrant of Appointment & Evidence of Identity – WCC105
3887	WCC - John Nicolls	Warrant of Appointment & Evidence of Identity – WCC106

Nº	NAME	PARTICULARS
3888	WCC - Terrence Brown	Warrant of Appointment & Evidence of Identity – WCC107
3889	WCC - Glenn Moser	Warrant of Appointment & Evidence of Identity – WCC108
3890	WCC - Robert Menzies	Warrant of Appointment & Evidence of Identity – WCC110
3891	WCC - John McKeown	Warrant of Appointment & Evidence of Identity – WCC112
3892	WCC - Michael Lazonby	Warrant of Appointment & Evidence of Identity – WCC113
3893	WCC - Keith Walker	Warrant of Appointment & Evidence of Identity – WCC114
3894	WCC - Bruce Hawkins	Warrant of Appointment & Evidence of Identity – WCC115
3895	WCC - Jon Roscoe	Warrant of Appointment & Evidence of Identity – WCC116
3896	WCC - Jeff Fahrensohn	Warrant of Appointment & Evidence of Identity – WCC117
3897	WCC - Glenn Nash	Warrant of Appointment & Evidence of Identity – WCC119
3898	WCC - Philip Kapa	Warrant of Appointment & Evidence of Identity – WCC126
3899	WCC - Vaugahn Lowe	Warrant of Appointment & Evidence of Identity – WCC127
3900	WCC - Peter Burlingham	Warrant of Appointment & Evidence of Identity – WCC128
3901	WCC - Warwick Maxwell	Warrant of Appointment & Evidence of Identity – WCC129
3902	WCC - Mark Allan	Warrant of Appointment & Evidence of Identity – WCC130
3903	WCC - David Coleman	Warrant of Appointment & Evidence of Identity – WCC131
3904	WCC - Wayne Taia	Warrant of Appointment & Evidence of Identity – WCC138
3905	WCC - David Conaghan	Warrant of Appointment & Evidence of Identity – WCC141
3906	WCC - Debbie Chapman	Warrant of Appointment & Evidence of Identity – WCC144
3907	WCC - Richard Paul Marsh	Warrant of Appointment & Evidence of Identity – WCC146
3908	WCC - John Heaton	Warrant of Appointment & Evidence of Identity – WCC147
3909	WCC - Tineke De Villiers	Warrant of Appointment & Evidence of Identity – WCC148
3910	WCC - Desmond Wilkinson	Warrant of Appointment & Evidence of Identity – WCC149
3911	WCC - Samantha Kingston	Warrant of Appointment & Evidence of Identity – WCC150
3912	WCC - Balvant Dullabh	Warrant of Appointment & Evidence of Identity – WCC151
3913	WCC - Boyd Henderson	Warrant of Appointment & Evidence of Identity – WCC152
3914	WCC - John Edwards	Warrant of Appointment & Evidence of Identity – WCC156
3915	WCC - Peter Barber	Warrant of Appointment & Evidence of Identity – WCC158
3916	WCC - Bronwyn Allerby	Warrant of Appointment & Evidence of Identity – WCC159
3917	WCC - Jeannette Ibrahim	Warrant of Appointment & Evidence of Identity – WCC161
3918	WCC - Richard Yearsley	Warrant of Appointment & Evidence of Identity – WCC164
3919	WCC - Murray Norris	Warrant of Appointment & Evidence of Identity – WCC165
3920	WCC - Stephen Hunter	Warrant of Appointment & Evidence of Identity – WCC166
3921	WCC - Dean Snijder	Warrant of Appointment & Evidence of Identity – WCC167
3922	WCC - Peter Donovan	Warrant of Appointment & Evidence of Identity – WCC168
3923	WCC - Graeme Garret	Warrant of Appointment & Evidence of Identity – WCC171
3924	WCC - Graeme Young	Warrant of Appointment & Evidence of Identity – WCC176
3925	WCC - Geoffrey Calvert	Warrant of Appointment & Evidence of Identity – WCC177
3926	WCC - Caroline Vear	Warrant of Appointment & Evidence of Identity – WCC178
3927	WCC - Brooke Kelly	Warrant of Appointment & Evidence of Identity – WCC180
3928	WCC - Jason Sheehan	Warrant of Appointment & Evidence of Identity – WCC181
3929	WCC - Jayesh Solanki	Warrant of Appointment & Evidence of Identity – WCC182
3930	WCC - Dennis Wells	Warrant of Appointment & Evidence of Identity – WCC183
3931	WCC - Karl Nuttall	Warrant of Appointment & Evidence of Identity – WCC184
3932	WCC - Ronald Pritchard	Warrant of Appointment & Evidence of Identity – WCC185
3933	WCC - Daniel Thomas	Warrant of Appointment & Evidence of Identity – WCC188
3934	WCC - Disna Pathirage	Warrant of Appointment & Evidence of Identity – WCC189

Nº	NAME	PARTICULARS
3935	WCC - Arturo Floresca	Warrant of Appointment & Evidence of Identity – WCC191
3936	WCC - Katharine Slack	Warrant of Appointment & Evidence of Identity – WCC193
3937	WCC - Stephen Bone	Warrant of Appointment & Evidence of Identity – WCC194
3938	WCC - Wynton Steven Smith	Warrant of Appointment & Evidence of Identity – WCC197
3939	WCC - David Kennedy Lynn	Warrant of Appointment & Evidence of Identity – WCC198
3940	WCC - Lucy Lunevich	Warrant of Appointment & Evidence of Identity – WCC199
3941	WCC - Stephen Phillip Bishop	Warrant of Appointment & Evidence of Identity – WCC200
3942	WCC - Lesley Dianne Fairthorne	Warrant of Appointment & Evidence of Identity – WCC201
3943	WCC - Jan Mary Eckersley	Warrant of Appointment & Evidence of Identity – WCC202
3944	WCC - Robert McCrone	Warrant of Appointment & Evidence of Identity – WCC203
3945	WCC - Phillip Russell	Warrant of Appointment & Evidence of Identity – WCC204
3946	WCC - John Wicks	Warrant of Appointment & Evidence of Identity – WCC205
3947	WCC - Prasad Tekumalla	Warrant of Appointment & Evidence of Identity – WCC206
3948	WCC - Lee Mair	Warrant of Appointment & Evidence of Identity – WCC209
3949	WCC - Tauati Siolo	Warrant of Appointment & Evidence of Identity – WCC210
3950	WCC - Teriaki Tiraha	Warrant of Appointment & Evidence of Identity – WCC211
3951	WCC - Andreas Lilley	Warrant of Appointment & Evidence of Identity – WCC212
3952	WCC - Robert John McDougall	Warrant of Appointment & Evidence of Identity – WCC213
3953	WCC - Dean Robert Allen	Warrant of Appointment & Evidence of Identity – WCC214
3054	WCC - Sunil Gulati	Warrant of Appointment & Evidence of Identity – WCC215
3955	WCC - Hubertua Petrus Maria Verstegen	Warrant of Appointment & Evidence of Identity – WCC216
3956	WCC - Michael Robert Campbell	Warrant of Appointment & Evidence of Identity – WCC217
3957	WCC - Brandon Guttery	Warrant of Appointment & Evidence of Identity – WCC218
3958	WCC - Malcolm Bruce York	Warrant of Appointment & Evidence of Identity – WCC219
3959	WCC - Sarah Anne Nicholls	Warrant of Appointment & Evidence of Identity – WCC220
3960	WCC - Anton Welsh	Warrant of Appointment & Evidence of Identity – WCC222
3961	WCC - Paul Vaa	Warrant of Appointment & Evidence of Identity – WCC224
3962	WCC - Jasmine Gillespie Gray	Warrant of Appointment & Evidence of Identity – WCC225
3963	WCC - John Ratnesh Narayan	Warrant of Appointment & Evidence of Identity – WCC226
3964	WCC - Jami Lee Flude	Warrant of Appointment & Evidence of Identity – WCC227
3965	WCC - Christopher Bindon	Warrant of Appointment & Evidence of Identity – WCC228
3966	WCC - Rhys Metclafe	Warrant of Appointment & Evidence of Identity – WCC229
3967	WCC - Stephen Hunter	Warrant of Appointment & Evidence of Identity – WCC230
3968	WCC - Warrick Briggs	Warrant of Appointment & Evidence of Identity – WCC231
3969	WCC - Graham Richard Geary	Warrant of Appointment & Evidence of Identity – WCC232
3970	WCC - Mark Phillip Butterworth	Warrant of Appointment & Evidence of Identity – WCC233
3971	WCC - Shayleen Sandeep Prakash	Warrant of Appointment & Evidence of Identity – WCC234
3972	WCC - Garry Morrison	Warrant of Appointment & Evidence of Identity – WCC294
3973	WCC - Paul Tavo	Warrant of Appointment & Evidence of Identity – WCC295
3974	WCC - Teriaki Tiraha	Warrant of Appointment & Evidence of Identity – WCC296
3975	WCC - Stephen Boyle	Warrant of Appointment & Evidence of Identity – WCC297

Nº	NAME	PARTICULARS
3976	WCC - Glen Kahutia Hingston	Warrant of Appointment & Evidence of Identity – WCC298
3977	WCC – Neil Wells	Warrant of Appointment & Evidence of Identity – WCC310
3978	WCC – Vicky Turner	Warrant of Appointment & Evidence of Identity – WCC311
3979	WCC – Jeanette England	Warrant of Appointment & Evidence of Identity – WCC299
3980	WCC – Cyril (Xi) Lin	Warrant of Appointment & Evidence of Identity – WCC312
3981	WCC – Peter Joseph Vaoga	Warrant of Appointment & Evidence of Identity – WCC313
3982	WCC – Ray Kendall	Warrant of Appointment & Evidence of Identity – WCC314
3983	WCC – Gavin Reginald John Bird	Warrant of Appointment & Evidence of Identity – WCC315
3984	WCC – Glenn Pope	Warrant of Appointment & Evidence of Identity – WCC316

RECOMMENDATIONS

1. That the Affixation of Common Seal report be received.
2. That the action taken in affixing the Common Seal on the documents as set out in the agenda report be adopted.

Report prepared by: Yvonne Donaldson, Team Leader: Legal Services.



PART C - FINANCE

5 OPERATING AND CAPITAL EXPENDITURE SUMMARIES

PURPOSE OF THE REPORT

The purpose of this report is to inform the Finance and Operational Performance Committee as to the level of the year to date operating and capital expenditure by unit compared to budget.

BACKGROUND

Through the Long Term Council Community Plan processes, the Council approves operating and capital expenditure. The Council follows good practice for procurement of goods and services and ensures that funding has been provided from appropriate sources.

ISSUES

A1 This report covers expenditure for the two months to 31 August 2006. The financial summaries are attached on page A1.

If any further information is required in respect of this report, other than of a general nature, please contact either the writer or the Director: Finance prior to the meeting to enable the query to be researched.

CONCLUSION

Expenditure for the 2 months to 31 August 2006 is on track as per the operational budget.

RECOMMENDATIONS

That the Operating and Capital Expenditure Summaries report be received.

Report prepared by: Bob Preston, Group Manager: Financial Management.



6 STATUS OF SPECIAL FUNDS

PURPOSE OF THE REPORT

The purpose of this report is to inform the Finance and Operational Performance Committee on the status of Council's Special Funds.

BACKGROUND

Special funds are those funds held or designated by Council for a specific purpose or purposes. With the exception of the Auckland Regional Services Trust funds which are held in a separate bank account, the balances of these funds are used to offset Council's borrowing requirements. Interest is allocated to funds where applicable.

Special fund movements are recommended through the Long Term Council Community Plan and Annual Plan adoption process. Special funds are classified as either "Restricted Funds" or "Non-Restricted Funds". Restricted funds are those funds that have been received by Council from a third party or parties and are to be used for a specific purpose or purposes. Non-restricted funds are funds established by a Council resolution to use and set aside its own funds and also to meet a specific purpose or purposes.

ISSUES

A2 The Special Fund report is separated into restricted and non-restricted funds. The balances and summary transactions for the two months ended 31 August 2006 are attached at page A2.

If any further information is required in respect of this report, other than of a general nature, please contact either the writer or the Director: Finance prior to the meeting to enable the query to be researched.

CONCLUSION

Special Funds are being held or designated for a specific purpose or purposes. The fund balances have been reported as required.

RECOMMENDATIONS

That the Status of Special Funds report be received.

Report prepared by: Bob Preston, Group Manager: Financial Management.



7 **BORROWING AND INVESTMENT REPORT**

PURPOSE OF THE REPORT

The purpose of this report is to provide the Finance and Operational Performance Committee with an update on the estimated borrowing and investment activity for August 2006.

BACKGROUND

Waitakere City Council enters into treasury related financial contracts in the ordinary course of its business. It is the role of Council's Funds Management section to manage such contracts and the impact that they have on the organisation. All funds management transactions are governed by the Liability Management and Investment Policy, prepared in compliance with the Local Government Act 2002. As a requirement of that Policy this report informs the Committee on the current and future movements of Council's debt and cash investments and provides a general commentary of financial market conditions.

A3-A8

The relevant portfolio and graphs reflect the estimated position as at 31 August 2006 and are attached at pages A3 to A8.

ISSUES

Council's Funds Management function actively manages a large portfolio of various debt and investment instruments. The benefit of borrowing is that it enables Council to carry out the projects identified in the Annual Plan and Long Term Council Community Plan, while spreading the costs for those projects over time to recognise the future benefits. Borrowing funds therefore assist Council with its entire loans funded strategic initiatives. The Liability Management and Investment Policy requires that a report detailing the management of the portfolio be presented to the Finance and Operational Performance Committee on a regular basis. The report must include information on the following subjects:

- Cash/Debt position;
- Forecasted borrowing profile;
- Interest rate profile;
- Risk management;
- Material transactions;
- Market commentary.

This report addresses the requirement of the Policy and may include other information that is relevant to the Funds Management function.

FINANCIAL IMPLICATIONS

The active management of the treasury portfolio seeks to minimise Council's borrowing costs and maximise investment returns of liquid assets. The Funds Management function is also charged with seeking investors, thus ensuring that there is sufficient liquidity available for the Council to continue its work programme. New Zealand financial markets are significantly volatile and therefore interest rate risk management is a key responsibility of the Funds Management function. Detailed financial information included within this report is intended to give assurance of the prudent management of Council's portfolio.

Council maintains Standard and Poor's Credit Ratings of A-1 short term, and A+ long term stable).

ESTIMATED SUMMARY OF BORROWING AND INVESTMENT MOVEMENTS TO AUGUST 2006

Council's estimated gross term debt position has increased by \$3.321 million since July 2006, with an estimated closing balance at August month end of \$243.365 million.

SIGNIFICANT FUNDING TRANSACTIONS ENTERED INTO DURING AUGUST 2006

No transactions of significance entered into during the course of August 2006.

FINANCIAL MARKET COMMENTARY

Market Overview

At the 14 September 2006 Monetary Policy Statement, the Reserve Bank of New Zealand's Governor Bollard issued the following press release:

The Official Cash Rate (OCR) will remain unchanged at 7.25 percent.

Reserve Bank Governor Alan Bollard said: "The New Zealand economy continues to show resilience. As reported in earlier statements, we have seen clear signs of easing activity and a rebalancing of demand from the domestic to the external sector since late last year. However, economic activity appears to have been stronger than expected through the first half of 2006, with the expansion of employment particularly surprising. Net exports and Government spending have contributed to the buoyancy in activity, while the easing in household consumption has been more moderate than projected. Similarly, while the housing market has slowed, it continues to exhibit momentum. We expect further dampening effects on demand from high oil prices and higher effective mortgage rates over the period ahead. But, even allowing for these effects, we see more inflation pressure than in earlier reviews.

With overall resource pressures easing more gradually than forecast, annual inflation is not expected to fall below 3 percent until late 2007. Oil price increases and the depreciation of the exchange rate earlier in the year have pushed headline annual inflation to 4 percent in the June quarter. Inflation expectations have continued to drift upwards, influenced by the rising headline inflation numbers. While second-round flow-on effects have so far been limited, this remains a risk given the persistence of demand and labour market pressures. We assume that wages and prices are not unduly influenced by the short-term peak in headline inflation.

Given the continued strength of medium-term inflation pressures, the outlook for monetary policy has become more finely balanced. With inflation now taking longer to move comfortably within the target band of the Policy Targets Agreement (PTA), there is little leeway to withstand further surprises to medium-term inflation pressures. In these circumstances, we are less confident that no further policy tightening will be required in this cycle. In this regard, we will want to be clearer about the economic situation and outlook. However, there is clearly no prospect of an OCR cut for some considerable time."

Given Dr Bollard's comment "we are less confident that no further policy tightening will be required in this cycle" New Zealand 90 day bank bills have spiked from around 7.50% to above 7.60, currently 7.67%. The New Zealand financial markets forecast a 50% probability that the Reserve Bank of New Zealand will increase the Official Cash Rate at its 26 October 2006. Long term 10 year interest rates took the opposite direction to reach lows of 6.50% before rebounding back to a current 6.65%.

Up Coming Dates

Official Cash Rate Announcement 26 October 2006

CONCLUSION

All transactions covered by this report have complied with the requirements of Council's Liability Management and Investment Policy.

RECOMMENDATION

That the Borrowing and Investment report be received.

Report prepared by: Bruce Wilkin, Treasury Manager.



8 PAYMENTS FOR APPROVAL

PURPOSE OF THE REPORT

The purpose of this report is to advise of payments made by the Council.

BACKGROUND

This report provides details of payments made to external suppliers in excess of \$5,000. In addition there is a summary listing, which aggregates payments made to various organisations and suppliers for the Committee's information. These payments have already been processed as allowed by delegations approved by the Council. If any Councillor requires information regarding the nature of any payment, that information can be provided.

STRATEGIC CONTEXT

The Council makes various payments as provided for in its Long Term Council Community Plan 2006-2016 and Annual Plans. The Council follows good practice for procurement of goods and services and ensures that funding has been provided from appropriate sources.

PAYMENTS

A9-A14

A summary schedule of payments made for the period 4 August to 7 September 2006 is attached at page A9. A further schedule of all payments of \$5,000 and above, together with the reason for the payment is attached at pages A10 to A14. If a committee member wishes to ask specific questions relating to any of these payments, prior to the meeting, then such questions can be directed to the Director: Finance.

CONCLUSION

The summary schedule of payments is shown for the period 4 August 2006 to 7 September 2006. Payments have been provided for in accordance with approved budgets.

RECOMMENDATIONS

1. That the Payments for Approval report be received.
2. That the contracts let and payments made be approved.

Report prepared by: Andrew Pollock, Director: Finance.



PART D - GENERAL

9 WESTPARK MARINA UPDATE

PURPOSE OF THE REPORT

The purpose of this report is provide a brief outline of agreements between Westpark Marina Limited and Council, and to provide Westpark Marina Limited with an opportunity to make a presentation to the Finance and Operational Performance Committee which outlines the progress of the dredging programme at the Westpark Marina (the Marina).

BACKGROUND

In the past there have been significant concerns from the berth-holders at the Marina about the lack of adequate maintenance dredging undertaken in recent years. The result of the lack of dredging was that a considerable increment of siltation above the stipulated chart datum could be measured at the marina in the earlier part of this year.

A report to Council on the 26 April 2006 outlined the extended negotiations, between Council officers and Westpark Marina Limited representatives, and between Westpark Marina Limited and berth-holder representatives. The report also outlined the content of correspondence between Council and Westpark Marina Limited with respect to their intention to commence a dredging programme.

After hearing this report the Council resolved the following:

- “2. *That subject to Westpark Marina Limited completing an 'agreement concerning the interpretation and operation of Westpark Marina Berth Sub-Licences' with the Westpark Marina Association Trust, and providing Council with the various assurances, undertakings, covenants and commitments to the satisfaction of Council's Manager: Legal Services, approval be given to grant a renewal of the Seabed Sub-Licence at Westpark Marina to Westpark Marina Limited ...*”

Part Minute No. 678/2006

A15-A23

Westpark Marina Limited prepared a letter, dated 31 May 2006 outlining terms of a side agreement reached between the parties as a condition of agreement to renew the sublicense. This letter and conditions were the result of considerable negotiation between the parties and were therefore acceptable to Council's Manager: Legal Services. This letter is attached at pages A15 to A16. In accordance with this agreement Westpark Marina Limited have continued to provide written progress reports to the Manager: Legal Services. Letters updating Council on the dredging programme, dated 12 April 2006 and 31 May 2006 are attached at pages A17 to A21. A more recent update dated 22 September 2006 is attached at pages A22 to A23. Westpark Marina Limited have also agreed to make a presentation to the Council on the progress of the dredging programme.

STRATEGIC CONTEXT

Actions to facilitate future development and economic investment at the Marina are in accordance with the implementation of Council's Economic Development Strategy for attracting business investment in the City. This investment would also provide supporting infrastructure for the continuation of the “park and ride” ferry operation between Waitakere City and central Auckland. Therefore by supporting ongoing maintenance and increased investment in new services at the Marina, this project supports the Regional Council's ferry service initiatives and Waitakere City Council's strategies for increased use of this mode of public transport.

ISSUES

Accordingly, Mr Scott Leith has been invited to make a presentation on behalf of Westpark Marina Limited to the Finance and Operational Performance Committee. Mr Leith will be accompanied by Mr Alan Jones, the Westpark Marina berth-holder representative.

RESOURCES

There are existing staff resources within Strategic Projects and Legal Services to support this project.

CONCLUSION

Westpark Marina Limited have reached an agreement with Council to meet a number of conditions as they give effect to renewal of its seabed licence. These conditions include a requirement to undertake a substantial dredging programme to return the levels of siltation at the Marina to the stipulated chart datum. This report has provided the Council with an update on the progress of Westpark Marina Limited in giving effect to these conditions.

RECOMMENDATIONS

That the Westpark Marina Update report be received.

Report prepared by: Rochelle Edwards; Strategic Projects.



10 WAITAKERE CITIZENS ADVICE BUREAUX FINAL REPORT 2005/2006

PURPOSE OF THE REPORT

The purpose of this report is to present to the Finance and Operational Performance Committee the final performance report and achievements of the four Waitakere Citizens Advice Bureaux (CABx) for 2005/2006.

BACKGROUND

In 2005/2006 Council provided bulk funding of \$323,925 plus GST to Waitakere Citizens Advice Bureau (WaiCAB) to administer the Citizens Advice Bureaux services and staff. WaiCAB uses this resource to ensure that each of the four Citizens Advice Bureaux provides information and advisory services to residents. Ongoing funding has been approved for a three year contract from 2006/2009. Annual targets are set annually.

STRATEGIC CONTEXT

The strategic basis of this relationship lies in Council's principles around Strong Communities, Active Democracy, and Lifelong Learning. The provision of information to residents and the role of the Citizens Advice Bureaux contributes to these principles in the following ways:

- providing access to good quality information;
- informed residents – helping to create a ‘Smart City’ with lifelong learning opportunities;
- increasing participation in local affairs and community life;
- the increasing importance of technology and access to information.

Liaison between Council, the Citizens Advice Bureaux and Waitakere Citizens Advice Bureau and the administration of the Waitakere Citizens Advice Bureau contract is through Council’s Library and Information Services. Ensuring alignment with Council’s adopted strategic platforms is achieved by this relationship. Synergies in the provision of information to Waitakere residents are complemented by a close working relationship between the Library and the Citizens Advice Bureaux service.

ISSUES

Key Achievements

- Market research in August 2005 shows 94.6% of clients are very/reasonably satisfied with Bureau Services;
- Annual Enquiries increased by 4.7%;
- Waitakere Citizens Advice Bureau created through the merger of New Lynn, Henderson, Glen Eden and Massey Bureaux;
- New Lynn and Henderson Bureau moved to new premises in their respective new library buildings;
- New training course developed to enable people in employment to train as Citizens Advice Bureau volunteers;
- Inaugural Three Year Strategic Plan prepared for Waitakere Citizens Advice Bureau services and development.

Overview of the 2005/2006 Year

WaiCAB Structure

The four Waitakere Bureaux completed their merger in late 2005 and deregistered as separate Incorporated Societies. The organisation has functioned as a single entity (Waitakere Citizens Advice Bureau) for the last six months of this financial year. Waitakere Citizens Advice Bureau has become the model for the combining of Bureaux throughout the country, having been the first group in the Auckland region to merge.

The merger has resulted in a large increase in workload for the volunteer Waitakere Citizens Advice Bureau Board as they are doing the work of the previous four Management Committees. Several Board members resigned during the year and the Chairman resigned in May. The remaining Board members are presently reviewing options on how to strengthen the Waitakere Citizens Advice Bureau management structure so the Board can move to a more governance role and place management responsibilities in the hands of paid staff.

Statistical Trends

The 15.6% increase in enquiries for Legal and JP services is attributed to more people requiring documentation certification by JP’s, and awareness of the Waitakere Community Law Service.

Immigration enquiries have increased by 7.1% reflecting an increase in visitor, sponsorship and work permits to New Zealand and passport issues.

The decrease in Education enquiries (down 8.57%) would suggest schools are now communicating better with their community.

The increase in total enquiries by 4.7% occurred even though Henderson and New Lynn Bureaux were closed for two weeks each while relocating to new premises.

The pamphlet display areas in the Massey and Glen Eden Bureaux are open to the public during Library hours when the Bureaux are closed. Several hundred pamphlets per month are being taken during these times and most of these visits could be counted as additional enquiries although they are not quantified in the statistics. The New Lynn Bureau also displays pamphlets in the public foyer to the New Lynn library and Henderson is in discussion with the Henderson Library Manager about providing a similar service in Henderson.

Training

A special after-hours Basic Training Course was held in June 2006 to recruit volunteers who are happy to volunteer for duties on Saturdays. However until these new volunteers satisfactorily complete their probationary period (six months) and receive their certification (demonstrating their suitability and experience to deal with clients) they will need support from existing volunteers and/or Managers. This is a requirement of the National Association Membership Standards and is essential for Bureau standards are maintained.

Bureau Happenings

New Lynn: The New Lynn Bureau has now settled into the new premises in the New Lynn Library. Since its relocation it has experienced approximately a 20% increase in client enquiries, which is putting pressure on the amount of room available to the Bureau. The New Lynn Bureau is planning to trial Saturday openings.

Glen Eden: Over the year there have been several requests to Council for permission to provide better external signage for the Glen Eden Bureau. The Bureau's latest review, in June this year, highlighted this poor signage as not complying with the Citizens Advice Bureau National Membership Standards.

Massey: Massey's specialist services continue to grow and a free counselling service was also recently introduced. Signage at Massey also does not comply with Citizens Advice Bureau National Standards and an approach to the Council will be made this year in order to rectify this situation.

Henderson: The relocation of the Bureau from the planned location at the library entrance to its final location in Trading Place was completed in February 2006. Whilst the Bureau have indicated disappointment at its basement location, statistics show an increase in enquiries. This disappointment is somewhat curious as consultation in regards to the location was undertaken during the planning phases of the Waitakere Central Library project, and the Bureau agreed to the location, which is in line of sight of their previous location.

The provision of additional signage is being investigated and a publicity campaign is being prepared to publicise the Saturday service in an attempt to increase client numbers. However, the Bureau is finding it difficult to provide sufficient volunteers to staff the Bureau on Saturdays.

During the last six months the Henderson Bureau has focussed on building links and relationships with education organizations in Henderson and particularly the new Unitec. It is actively targeting youth needs and hosting services such as Youth Line in the Bureau. The response from Unitec in particular has been very positive and the Henderson Managers continues to give frequent presentations to students and staff.

Achievement of Council Target and Performance Measures

Target: That Waitakere Citizens Advice Bureau acts to raise the awareness of residents to Council's support for the provision of Citizens Advice Bureau services in Waitakere City.

Performance: Achieved.

A plan for future Citizens Advice Bureau advertising within Waitakere City has been developed. Media releases on behalf of the Bureaux acknowledge the support of Waitakere City Council by a standard phrase at the conclusion of each item. Regular articles are published in the Roundabout, Oratia Apple, School newsletters, Waitakere City News and the JP Service Magazine. Chinese and Korean Newspapers and the Western Leader carry advertisements for the Basic Training Course and the Western Leader has printed items promoting Citizens Advice Bureau services.

Stalls were manned at the Toddler Day Out and at the International Language Day.

Target: That the quality and accuracy of information and service given by each Bureau is rated satisfactory or higher by customers. This will be measured through a number of mechanisms including Council's survey, 'mystery shopper' survey and the Association's biennial review.

Performance: Achieved.

The latest Bureaux reviews have indicated a high standard of information accuracy is being maintained. Clients were surveyed in March 2006 as to their satisfaction with the information and service provided. This survey was coordinated by the rating agency Colmar Brunton. At the time of this report the results are still awaited.

An earlier report prepared by Tony Stones-Havas, Market Researcher in August 2005 showed that 94.6% of clients were very/reasonably satisfied.

Waitakere City Council arranged an anonymous Bureau evaluation survey of Bureaux service in April 2006. No results have been received as at the end of the financial year.

Target: That six monthly and annual reports showing the statistics including user demographics and the data that each Bureau provides to the Association and comments are forwarded to the Library & Information Services Manager for submission to Council.

Performance: Achieved.

The six monthly and Annual reports have been provided.

Target: That Citizens Advice Bureau services are relevant to new migrant and ethnic communities, and that these communities are aware of the services available.

Performance: Achieved.
Demographic Statistical Data reflects the ethnic diversity of Waitakere.

Bureaux are the main service provider for the Settlement Support Service launched in February 2006. Each branch makes appointments on behalf of the service and the Advisor conducts clinics at each Bureau each week. There is regular contact with Council's Migrant Information Coordinator and the Partnership Advocacy Leader: New Migrants on the development and delivery of services to migrants and Waitakere Citizens Advice Bureau is actively working with New Out West.

Glen Eden Bureau arranges presentations to English for Speakers of Other Languages classes held at the Glen Eden Library.

Waitakere Citizens Advice Bureau has always had an EEO (Equal Employment Opportunity) policy.

Target: That volunteers and staff of each Bureau are representative of the demographic of the community that they serve and the ethnic diversity of the City.

Performance: Achieved.
Bureaux are actively involved within their local ethnic communities. The volunteer pack developed in conjunction with NZACAB for ethnic and migrant recruiting is made available to individual Community groups.

Currently the Bureau has volunteers from various ethnic groups including:

Maori	Chinese
Korean	Nigerian
Fijian Indian	Indian
South African	Samoan
Cook Islands	

In addition language services are available in Cantonese, Mandarin, Korean, German and Farsi plus access is available to the Citizens Advice Bureau Multi-lingual Language Line.

Target: That the number of annual enquiries is maintained. The previous year's target of increasing enquiries by percentage has been altered to encompass the Citizens Advice Bureau's objective to assist and empower clients to access information independently.

Performance: Achieved.
Total enquiries have increased by 4.7% in the last 12 months. This increase was in spite of the closure of New Lynn for one week and Henderson Bureaux for two weeks while they were relocated.

Target: Maintaining up to date and accurate information on the Waitakere Citizens Advice Bureau database by updating all information annually. Where resources allow, more frequent updating will occur.

Performance: Achieved.
Two paid Information Officers update the CABACCESS database. Accuracy is paramount, and notified changes are made within one week. All data held in the database is rechecked every six months.

Target: That Citizens Advice Bureau services are available to clients on Saturday.

Performance: Achieved.
The Henderson Bureau commenced Saturday opening in May 2006 (six hours per day). This has currently been reduced to three hours (10am – 1pm) as: -

1. Client usage is very low. (A publicity campaign is developed to advertise the Saturday service).
2. There is little enthusiasm from the Mon – Fri volunteers to work on Saturday as they have family and other commitments. A special after hours Basic Training Course was held in June with the goal of recruiting volunteers willing to work Saturdays.

New Lynn Bureau is currently investigating the possibility of introducing a Saturday service in the second half of 2006.

Target: Enhancing the Citizens Advice Bureau e-community provision.

Performance: Achieved.
E-mail enquiries received by Bureaux are handled on a “same day” basis. The development of Web links and an online database is being pursued with National office.

Target: That the telephone information and advice service meets the minimum standards.

Performance: Achieved.
Once each Bureau has closed for the day callers receive an after-hours message. Each Bureau has a Call-Diversion System. Telephones are answered within 5-6 rings in all Bureaux.

Target: That Waitakere Citizens Advice Bureau leads or participates in the development of regional initiatives for enhancing, improving and expanding CAB services to the community.

Performance: Achieved.
Waitakere Citizens Advice Bureau has led the Auckland region Citizens Advice Bureau service with its restructuring by merging the four City bureaux into a single entity. Waitakere Citizens Advice Bureau has become the model for mergers throughout the country. Auckland City bureaux are currently merging (completion expected July 2006) and Bureaux in North Shore and Manukau are expected to merge within the next two years. Closer cooperation in the delivery of Citizens Advice Bureau services will result.

Waitakere Citizens Advice Bureau is working with Waitakere City Council, the Waitakere Ethnic Board, Settlement Support, New Out West and Enterprise Waitakere to review and expand current services.

Other community groups that individual Bureaux have involvement with include Community Houses, WEA, Glen Eden Protection Society, Twin Streams Project, Local MP's Offices, Youthline, Work and Income New Zealand, West Auckland District Council of Social Services, Auckland Volunteer Centre, Waipareira Trust, Waitakere City Wardens, Western District Budgeting Service, Salvation Army, Community Outreach Foodbank, NZ Ethnic Social Services, Waitakere Community Law Service and Inland Revenue.

Target: **That Henderson Citizens Advice Bureau develops and implements a plan to expand the service to specialise in providing information and assistance for youth, in particular tertiary students, in the Waitakere Central library.**

Performance: Achieved.

Meetings between the Unitec Heads of Department and the Henderson Citizens Advice Bureau Manager have agreed on strategies to develop a relationship between students and the Citizens Advice Bureau.

Citizens Advice Bureau brochures and promotional posters are being displayed throughout Unitec. Citizens Advice Bureau presentations have been arranged for students. The Manager has given a presentation of Citizens Advice Bureau services to students at Target Education in Henderson, two presentations to students at Unitec, and one at the NZ Management Academy.

Small groups of students from targeted classes (e.g. English for Speakers of Other Languages) are being brought into the Bureau. An evening/weekend Basic training course has been held and students encouraged to become volunteers. Citizens Advice Bureau will seek appropriate volunteer interpreters both from and for students. Posters are being provided to local schools and advertising is being undertaken in school newsletters.

Youthline now see clients at the Bureau twice a week including one evening.

Target: **Ongoing development of Library and Bureau collaboration.**

Performance: Achieved.

All four Bureaux have arranged training with their associated Libraries.

This is a two-way process and will be ongoing. New Bureaux volunteers undergo an "ongoing" training session with the library staff and in turn library staff will be able to access a Citizens Advice Bureau "roadshow".

Waitakere Citizens Advice Bureaux and the Libraries jointly promote Citizens Advice Bureau Awareness Week in March each year.

Summary of Bureau Enquiries for 2005/2006

July 2005 – June 2006	Total number of enquiries	46,256
July 2004 – June 2005	Total number of enquiries	44,190

Increase of 2066 enquiries in 2006	4.7%
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Category 1	Education-schools, classes and courses.	Decrease	8.57%
Category 2	Employment and consumer issues.	Decrease	4.45%
Category 3	Budgeting and general financial services.	Decrease	0.69%
Category 4	Health and welfare including food parcels.	Increase	1.2%
Category 5	Accommodation and Housing.	Decrease	5.74%
Category 6	Legal and JP Services, Lawyers, Courts, etc.	Increase	15.6%
Category 7	Citizens Advice Bureau facilities, Waitakere City Council and neighbourhood problems, local social and sports clubs.	Increase	4.2%
Category 8	Relationships and counselling.	Decrease	0.14%
Category 9	Immigration and motor vehicle issues.	Increase	7.1%

Summary of Enquiries by Branch

Branch	Enquiries 2004/05	Enquiries 2005/06	% Change
Glen Eden	7828	8693	11.1%
Henderson	11925	11450	-4.0%
Massey	8627	8540	-1.0%
New Lynn	15810	17573	11.2%
Total	44190	46256	4.7%

Notes

1. Henderson Branch was closed for two weeks during the April when relocating to new premises.
2. Henderson, Massey and New Lynn were closed for face to face enquiries over the Christmas / New Year period. Enquiries during this period were recorded under Glen Eden.
3. Good signage at the new New Lynn premises has contributed to a significant increase in face to face enquiries and rise in client numbers.

RESOURCES

Apart from the funding commitment to Waitakere Citizens Advice Bureau during the 2005/2006, Council officers attend monthly Waitakere Citizens Advice Bureau meetings. No additional Council resources have been required in the delivery of Citizens Advice Bureau services.

CONCLUSION

This report illustrates a continuing increase of enquiries, and customer satisfaction of the Citizens Advice Bureau service. All four Bureaux are now co-located with Library sites, and synergies are beneficial to Waitakere residents. The trend of enquiries indicate an increase in the use of legal and JP services, and immigration enquiries, with decreases in accommodation and housing, and education and employment issues. Highlighted issues include weekend resourcing and the need to strengthen the Waitakere Citizens Advice Bureau Committee resources. Partnership building with UNITEC, Waitakere Community Law Service and Migrant Services are evident in the 2005/2006 year.

RECOMMENDATION

That the Waitakere Citizens Advice Bureaux Final Report 2005/2006 be received.

Report prepared by: Jo Brewster, Service Delivery Manager.



11 DRAFT ANNUAL REPORT 2005/2006 UPDATE

PURPOSE OF THE REPORT

The purpose of the report is to update the Finance and Operational Performance Committee on the progress of the Annual Report 2005/2006 and audit.

BACKGROUND

The preparation of the Annual Report is a statutory requirement of the Local Government Act. The Annual Report must be adopted no later than four months after the completion of the financial year ending 30 June 2006.

STRATEGIC CONTEXT

The Annual Report completes the planning and reporting cycle for the year ended 30 June 2006. The report contains the actual results of financial performance against budgets and non financial measures.

ISSUES

The preparation of the 2005/2006 Annual Report and audit have been substantially completed. Final amendments and editing are being agreed with Audit New Zealand. It is expected that confirmation of a clear audit opinion will be given prior to this meeting. The final audited report, along with a commentary on the results for the year ended 30 June 2006, will be presented to the Council meeting, scheduled for 18 October 2006, for adoption. The draft Annual Report for 2005/2006, once audited, will be circulated to Councillors prior to the scheduled Council meeting.

CONCLUSION

The preparation of the 2005/2006 Annual Report and audit have been substantially completed. We expect to be able to confirm a verbal clearance from Audit New Zealand at this meeting. It is expected that the final completed report will be presented the Council meeting, scheduled for 18 October 2006, for adoption.

RECOMMENDATIONS

1. That the draft Annual Report 2005/2006 update be received.
2. That, subject to an unqualified audit opinion, the draft Annual Report for 2005/2006 be considered and adopted at the meeting of Council scheduled for 18 October 2006.

Report prepared by: Alec Third, Group Manager: Financial Operations.



12 NORTH SHORE CITY COUNCIL'S RESOLUTION ON THE OWNERSHIP OF WATERCARE SERVICES LIMITED

PURPOSE OF THE REPORT

The purpose of this report is to inform the Finance and Operational Performance Committee of the request by the Shareholders Representative Group, seeking support for North Shore City Council's resolutions, on the ownership of Watercare Services Limited by the territorial authorities.

BACKGROUND

Watercare Services Limited (Watercare) is the bulk water and wastewater service provider for much of the Auckland Region. Its main responsibilities are the collection, treatment and supply of drinking water, and the collection, treatment and disposal of bulk wastewater. Watercare is classified as a "Council organisation" and is governed by specific legislative provisions set out in the Local Government Acts 1974 and 2002.

Watercare's primary customers are six water and wastewater retailers, five of which are owned by or are part of the local Councils. United Water, which services the Papakura District is a franchised operation.

The six local Councils are Watercare's shareholders. The Councils have appointed a Shareholders Representative Group which appoints the Board of Watercare, provides input to Watercare's Statement of Corporate Intent, and monitors the performance of the Board against the Statement of Corporate Intent. Watercare negotiates the Statement of Corporate Intent with the Shareholders Representative Group each year.

Waitakere City Council has two representatives on the Shareholders Representative Group, Councillors Clews and Lawley. An Officers Working Group with representatives from the shareholder Territorial Authorities supports the Shareholders Representative Group. The Local Network Operators Group, comprising the six retailers often provides advice to the Officers Working Group on matters of common interest.

The Shareholders Representative Group requested that all shareholding Councils formally confirm their positions on the respective issues relating to the Watercare Services Limited ownership and operating powers, by the 17 May 2006.

A24-A28

Waitakere City Council passed resolutions on 17 May 2006, reconfirming its position on issues relating to the review of Watercare Ownership and Operating Powers. A copy of the report to Council on the Watercare Services Limited Ownership and Operating Powers is attached at pages A24 to A28.

On the ownership issue, Waitakere passed the following resolution:

“2. (i) That Waitakere City Council supports the retention of its shareholding in Watercare Services Limited and oppose any move by the Government or any other local authority to transfer the ownership of Watercare Services Limited to the Auckland Regional Council or any other entity.”

837/2006

Waitakere, Manukau and Auckland City Councils confirmed their support for the ownership of Watercare Services Limited to remain with the Territorial Local Authorities in May 2006. North Shore City Council was unsure of its position at the time.

STRATEGIC CONTEXT

The Council's strategic goal of sustainable management of the three waters (water supply, wastewater and stormwater) is integral to its relationship with Watercare and to its role on the Shareholders Representative Group.

The Council has two major roles in connection with Watercare, one as shareholder/owner, the other as customer. The extent to which this Council can add strategic input to the governance of Watercare through its ownership and governance role heavily influences the extent to which it can supply retail services to the City's ratepayers that meet the Council's own strategic goals, and at the most efficient price possible.

ISSUES

On the 11 July 2006, North Shore City Council passed a resolution supporting the ownership of Watercare Services Limited by the Territorial Local Authorities. The North Shore City Council resolved:

That support from North Shore City Council for continued TLA ownership of Watercare Services Limited is conditional upon Auckland, Manukau and Waitakere City Councils also making a commitment to support the following:

- a) That the statutory prohibition on Watercare Services Limited paying a dividend to its shareholders be removed, and that the SRG develop a policy on dividends/ distributions under TLA ownership for inclusion in the Constitution and Statement of Intent, and that if, or when Watercare is in a position to pay dividends/distributions, that these be earmarked for regional priorities as agreed in the Three Waters Strategies to improve the region's receiving waters (i.e.: used for wastewater/stormwater projects).*
- b) That the Watercare SRG supports a water pricing mechanism which ensures that bulk water prices are not used to cross subsidise wastewater charges, and that North Shore City Council is not disadvantaged in anyway as a water only customer.*

- c) *That the Watercare SRG support the continued ownership and control of the Rosedale Treatment Plant (and its associated networks) by North Shore City.*

The Shareholders Representative Group considered the North Shore City Council resolution on the 26 July 2006 and approved the following policy positions, subject to feedback from key shareholding Councils. The Shareholders Representative Group resolved:

That the Chairman of the Shareholders Representative Group of Watercare Services Limited writes to the shareholding Councils seeking support for the North Shore City resolutions of 11 July 2006 regarding their support of the ongoing ownership of Watercare Services Limited by the territorial authorities subject to the commitment of Auckland, Manukau and Waitakere City Councils to certain policy positions.

1. *SRG develop a policy on dividends/distributions by Watercare Services Ltd under territorial local authority ownership for inclusion in the Constitution and Statement of Corporate Intent and these distributions be earmarked for regional priorities as determined under the Three Waters strategies*
2. *No Council should be disadvantaged by the cross subsidisation of wastewater charges by bulkwater prices whilst ensuring Watercare Services Ltd can effectively leverage its balance sheet, and*
3. *The Rosedale wastewater plant (and its associated networks) continues under the ownership and control of North Shore City Council and that a negotiated approach be taken to its role within the regional network, including volumes and charges.*

That on the receipt of the supporting advice form the shareholding Councils, the Chairman of the Shareholders Representative Group of Watercare Services Limited writes to North Shore City Council acknowledging its resolution on the 11 July 2006 regarding their support of the ongoing ownership of Watercare Services Limited by the territorial authorities subject to the commitment of Auckland, Manukau and Waitakere City Councils to certain policy positions and advising of the Shareholders Representative Group's support for these.

The Chairman of the Shareholders Representative Group of Watercare Services Limited has written to Waitakere City Council seeking support for the North Shore City resolutions of 11 July 2006 regarding their support of the ongoing ownership of Watercare Services Limited by the territorial authorities subject to the commitment of Auckland, Manukau and Waitakere City Councils to certain policy positions.

The Local Government Reform Project, which scope is being finalised by the Chief Executives Forum will review Auckland local government issues such as future governance. There is a probability the scope of this review may include Auckland Water Industry issues, such as the ownership of Watercare Services Limited.

Waitakere Council has a formal position on the ownership of Watercare Services Limited, reflected in its resolution on the 17 May 2006, relating to the review of Watercare Services Limited Ownership and Operating Powers.

The Shareholders Representative Group places emphasis on shareholding Councils having a common position over the ownership of Watercare Services Limited, should the Department of Internal Affairs commence a future review of Watercare's legislative provisions. The Department of Internal Affairs has not indicated a timeline for the future review of Watercare's legislative provisions.

Issues identified by the Local Government Reform Project may have an impact on the validity of Councils response to the Shareholder Representative Group, on policy positions relating to the North Shore City Council resolution.

RESOURCES

There are no resource implications to reporting the request by the Shareholders Representative Group, seeking support for North Shore City Council's resolutions, on the ownership of Watercare Services Limited by the territorial authorities other than staff time.

CONCLUSION

Council has a formal position on the ownership of Watercare Services Limited. Council needs to consider issues identified by the Local Government Reform Project, which could impact on the nature of its response to the Shareholders Representative Group.

RECOMMENDATION

That the North Shore City Council's Resolution on the Ownership of Watercare Services Limited report be received.

Report prepared by: Kingsha Changwai, Manager Quality Assurance.



13 WAITAKERE CENTRAL LINK BRIDGE - LICENCE OF AREA FOR A COFFEE KIOSK

PURPOSE OF THE REPORT

The purpose of this report is to obtain approval from the Finance and Operational Performance Committee to license a small area of the link bridge deck above Stevies Lane to a contractor to establish and operate a coffee kiosk.

BACKGROUND

The Waitakere Central Link Bridge construction is nearing completion and it is expected that the new Henderson Central Island Station will go live on about 24 October 2006. A large number of rail commuters, visitors to Council offices and Council staff will be using the link bridge on a daily basis. In terms of the lease with New Zealand Railways Corporation (ONTRACK), Council is expected to keep the link bridge open 24 hours per day and 7 days per week. A coffee kiosk would provide refreshments for the public as well as provide vigilance against vandalism.

Recently a Registration of Interest process was undertaken to test the market interest in establishing a coffee kiosk. A short list of two contractors was approved at the meeting of the Tenders Subcommittee on 25 August 2006. Subject to approval, a formal request for tender will be sent to the two successful Registration of Interest tenderers in the next few weeks.

STRATEGIC CONTEXT

Development of the rail network is a key component of meeting Council's strategic goals, particularly given that the rail network runs through some of the City's main town centres. Development of the rail network and its integration with other transport modes are key components of meeting the goals of the Regional Land Transport Strategy and the Regional Growth Strategy.

Station location, development, and linkages are important parts of upgrading the rail network. Stations are the key interface between the rail corridor, town centres and communities. Their location and design is critical, in terms of the tone they set for the rail corridor and the way in which they interface with the town centre or community. These factors can have a large bearing on how well the rail network can capitalise on transit supportive development.

Given the importance of Henderson Town Centre, and the level of development recently completed, including the Waitakere Central: Library/Unitec buildings, Waitakere Central: Civic Centre and other private sector developments, the linkages that the bridge makes between rail, other public transport, surrounding development and the Henderson Town Centre are critical.

The proposed coffee kiosk is an attractive addition to the operation of the transport interchange in providing a necessary public service.

ISSUES

The lease that Council has signed with ONTRACK prohibits the location of a coffee kiosk over railway land. The architectural brief required that adequate floor space be provided over non railway land for the establishment of the coffee kiosk without inhibiting the flow and movement of people. Suitable space has been provided on the bridge deck, above the road, for a coffee kiosk.

Section 341 of the Local Government Act 1974 permits Council to grant a lease of any part of the airspace above the surface of a road. A resource consent has been granted for the siting of the kiosk on the overbridge above the road.

The kiosk will be situated in the north-east corner of the airbridge conveniently adjacent the staircase, lift and escalator where its operation will present no impediment to the movement of pedestrians. A licence term of three years is anticipated with a right of renewal for a further two years if the terms of the licence have been satisfactorily observed. This licence term is aligned with the licence terms of the two new street kiosks in Henderson.

RESOURCES

The contractor will be required to undertake the fit out of the kiosk at his own cost. In return for the rights to establish a coffee kiosk, the contractor will pay a monthly rent to Council. Accordingly no Council resources are required.

Financial Resources

It is expected that the rent generated from the lease for the coffee kiosk site will generate a modest income for Council. As the objective of the Waitakere Central Transport Interchange is to provide a safe and convenient interchange between bus, train, walk and cycle transport, generation of income is of minor importance to Council. Providing a public service retailing consumer refreshments is part of the interchange attraction.

CONCLUSION

A coffee kiosk will add value to the link bridge and will provide a necessary public service for refreshments. The coffee kiosk will provide modest monthly rental income for Council.

RECOMMENDATIONS

1. That the Waitakere Central Link Bridge – Licence of Area for a Coffee Kiosk report be received.
2. That approval be given to license a coffee kiosk on the Waitakere Central Link Bridge by means of a selected tender process.
3. That the Chief Executive Officer be given authority to negotiate and conclude a licence under section 341 of the Local Government Act 1974 with the successful tenderer for the coffee kiosk on the Waitakere Central Link Bridge and to execute the licence as negotiated.

Report prepared by: Joe Schady: Senior Engineer Special Projects.



14 COMMUNITY ACCOMMODATION ASSISTANCE FUND ALLOCATION 2006/2007

PURPOSE OF THE REPORT

The purpose of this report is to provide the Finance and Operational Performance Committee with the information they require to allocate funding from the Community Accommodation Assistance Fund for the 2006/2007 funding round.

BACKGROUND

The Council's rates remissions policy allows for support to sports, community groups and not-for-profit organisations under the Rating Powers Act 1988. The rates remissions policy expired after five years at the end of June 2004, and the Council needed to consider whether or not to continue the rates remission policy under the provisions of the new Local Government (Rating) Act 2002. The Council noted that the rates remission policy was inequitable in providing accommodation assistance as the groups renting/leasing property were not eligible for such assistance, and acknowledged that this anomaly needed to be rectified by introducing an assistance system that would be more inclusive than rates remissions.

In June 2005 the Community Accommodation Assistance Fund came into effect. An amount of \$50,000 was set aside in the Annual Plan process to assist a wide range of voluntary or not-for-profit community groups in meeting their rates or lease rental payments on a contestable basis.

STRATEGIC CONTEXT

The social, environmental and cultural wellbeing of the present and future communities is a major strategic goal of the Council. The Council has identified "Strong Communities" as a major strategic platform that addresses how the Council supports the health and wellbeing of the City's residents. The Council recognises that in addition to the services directly provided by the Council, the activities undertaken by community groups, not-for-profit organisations and individual property owners also make a valuable contribution to the community outcomes and the strategic outcomes pursued by the Council. Where these activities provide wider social benefits, and are not undertaken for commercial gain, the Council provides a range of assistance to these groups.

ISSUES

The Community Accommodation Assistance Fund closed on 1 September 2006. All community organisations who have historically qualified for rates remissions were identified and posted an application form and set of guidelines. This was followed up with a phone call to remind them of the closing date of the fund. Information was also provided to not-for-profit community groups of the closing date and criteria for funding by:

- Advertising in the Western Leader;
- Eight Funding workshops;
- Information in the Community Assistance Newsletter that go out to 1,000 community groups.

In total 43 applications were received, of which seven applications were ineligible as they did not fit the criteria.

Four new community groups fitted within the amended criteria for funding. These four groups would not have been eligible for rates remissions under the old policy.

Criteria for Funding

Grants are available only for the payment of property rates or that part of a lease rental that covers rates by sports and community groups and not-for-profit organisations. Grants will not be given to pay the Uniform Annual General Charge.

To be eligible, applicants must:

- Be a non profit-making group or organisation;
- Have a constitutionally "open" membership in the opinion of the Council;
- Operate within Waitakere City's boundaries;
- Produce benefits for Waitakere City residents;
- They own and occupy their own property (i.e. private property) and are thus paying rates to the Waitakere City Council; or
- They are leasing private property, but are not the ratepayers; or
- They are leasing property from the Waitakere City Council. (Please note, groups who currently have subsidised or below market rate rentals may not be eligible).

Funding is also dependent on the applicant clearly demonstrating that there will be a contribution to one or more of the Council's strategic outcomes together with the following:

- The track record of the group, including whether the group has met accountability requirements for any assistance received from the Council in the past (if applicable);
- Any other forms of assistance the group is receiving from the Council;
- Whether the group has access to other revenue streams (e.g. Central Government funding, other grants funding such as charitable trusts, membership subscription fees, bar takings, their own gaming machines).

Assessment Criteria Issue

Whilst assessing the applications against the Community Accommodation Assistance Policy it was found that several of the criteria were difficult if not impossible to assess due to being resource intensive. For this reason it is recommended that prior to the 2007/2008 funding round an agenda report be put forward to make amendments to the assessment criteria.

During the 2006/2007 process all eligible applications have been assessed against those criteria that could be realistically assessed against, (as stated above) and subsequently funds have been allocated accordingly.

Funding Available

The total amount of eligible applications is \$53,914.58 with an amount of \$50,000 set aside for this fund.

Each application has been checked for eligibility as set out in the policy. Below is the recommended amount for all eligible applicants:

Group Name	Eligible Amount	Recommended
Ace Space - Waitakere Learning Shop Inc	\$1,270.84	\$1,150.00
Adventure Camp Trust Board	\$1,485.94	\$1,350.00
Adventure Specialties Trust	\$971.25	\$900.00
Auckland Outdoor Naturist Club Inc.	\$2,156.14	\$2,000.00
Auckland/Waitako Fish & Game Council	\$201.08	\$200.00
Glen Eden Bowling Club Inc.	\$977.65	\$875.00
Green Bay Ratepayer & Residents Assn Inc	\$1,060.12	\$950.00
Huia-Cornwallis Ratepayers and Residents Assn. Inc.	\$620.21	\$500.00
Karekare Surf Lifesaving Patrol Inc	\$945.61	\$850.00
Man Alive Incorporated.	\$2,117.54	\$2,000.00
Manukau Volunteer Coastguard	\$317.31	\$300.00
Massey & Birdwood Settlers Assoc Inc	\$1,154.80	\$1,000.00
McLaren Park Community Project	\$837.97	\$775.00
New Lynn Over 50's Club	\$982.84	\$900.00
New Lynn Sea Scout Group	\$909.67	\$850.00
Piha Community Centre Society	\$1,004.24	\$900.00
Piha Surf Life Saving Club Inc.	\$952.63	\$850.00
Sunnyvale Ratepayers & Residents Association Inc.	\$838.13	\$750.00
Te Ukaipo Mercy Initiatives for Rangatahi Ltd	\$1,003.33	\$900.00
The Boys' Brigade - Northern Regional Trust	\$1,080.35	\$950.00
The Salvation Army	\$5,114.45	\$5,000.00
The Salvation Army	\$2,023.14	\$1,875.00
The Salvation Army	\$1,998.50	\$1,850.00
The Salvation Army	\$1,668.52	\$1,500.00
The Salvation Army	\$940.78	\$850.00
The Scout Association of NZ - Auckland Area	\$3,370.63	\$3,250.00
Titirangi Air Scout Group	\$918.09	\$800.00
Titirangi Country Womens Institute	\$741.68	\$650.00
United North Piha Lifeguard Services Inc.	\$946.61	\$850.00
Waitakere Workers' Educational Assn Inc	\$733.37	\$650.00
Waitemata Rugby Union Football & Sports Club Inc.	\$4,315.71	\$4,200.00
WALSH Trust Board (Inc.)	\$726.00	\$650.00
WALSH Trust Board (Inc.)	\$1,726.62	\$1,600.00
WALSH Trust Board (Inc.)	\$832.79	\$750.00
West Lynn Garden Society Inc	\$4,282.79	\$4,075.00
Western Refuge Society Incorporated	\$2,687.25	\$2,500.00
	\$53,914.58	\$50,000.00

RESOURCES

There are no additional financial or staffing requirements to allocate this fund. The Community Assistance Facilitator administers the process.

CONCLUSION

Thirty six eligible applications were received for the Community Accommodation Assistance Fund. The total amount requested was \$53,914.58 with an amount allocated through the Annual Plan of \$50,000.

RECOMMENDATIONS

1. That the Community Accommodation Assistance Fund Allocation 2006/2007 report be received.
2. That the Finance and Operational Performance Committee allocates funding for the Community Accommodation Assistance Fund Allocation 2006/2007 as outlined in the report and the following recommended amounts:

Group Name	Eligible amount	Recommended
Ace Space - Waitakere Learning Shop Inc	\$1,270.84	\$1,150.00
Adventure Camp Trust Board	\$1,485.94	\$1,350.00
Adventure Specialties Trust	\$971.25	\$900.00
Auckland Outdoor Naturist Club Inc.	\$2,156.14	\$2,000.00
Auckland/Waitako Fish & Game Council	\$201.08	\$200.00
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Piha Surf Life Saving Club Inc.	\$952.63	\$850.00
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Group Name	Eligible amount	Recommended
WALSH Trust Board (Inc.)	\$1,726.62	\$1,600.00
WALSH Trust Board (Inc.)	\$832.79	\$750.00
West Lynn Garden Society Inc	\$4,282.79	\$4,075.00
Western Refuge Society Incorporated	\$2,687.25	\$2,500.00
	\$53,914.58	\$50,000.00

Report prepared by: Jan Brown, Community Assistance Facilitator.



15 2006-2016 FOOTPATHS AND SLOW STREETS WORK PROGRAMME

PURPOSE OF THE REPORT

The purpose of this report is to enable the Finance and Operational Performance Committee to determine priorities for footpaths construction and slow streets projects for 2006/2007, 2007/2008 and 2008/2009.

BACKGROUND

During Council deliberations on the draft Long Term Council Community Plan 2006-2016, Councillors requested information on the footpath construction programme, as follows:

- At the 28 February 2006 meeting of the Long Term Council Community Plan and Annual Plan Special Committee information was provided on the condition of footpaths and construction programme. This report stated that the draft 2006-2016 Long Term council Community Plan provided sufficient funding for footpath renewals, but there was a potential shortfall of \$43,656,500 for new footpaths. Subsequently, Council resolved to provide funding of \$5.5 million in the 2006-2016 Long Term Council Community Plan for footpath construction.
- At the 21 June 2006 meeting of the Long Term Council Community Plan and Annual Plan Special Committee, a report was considered on the process for budget allocation for new footpaths, and the Committee resolved as follows:

2. *That it be recommended to the Council that resolution 2893/2002 be rescinded.*
3. *That the proposed budget allocation process as in the report be approved, with the inclusion of a priority for closing gaps between existing footpaths.*
4. *That the Community Boards be requested to provide a prioritised list of footpaths for each ward for consideration by the Finance and Operational Performance Committee at its meeting of 7 August 2006, with any projects that are unable to be funded be brought back to the Long Term Council Community Plan and Annual Plan Special Committee for consideration in subsequent years."*

1168/2006

STRATEGIC CONTEXT

The provision of footpaths and slow street projects contributes to the following strategic objectives:

- Safe City;
- Urban and Rural Villages;
- Integrated Transport and Communication.

ISSUES

As the prioritisation process involves consultation with the Community Boards, it was decided by Council officers to use this process as an opportunity to consult on slow streets priorities.

In July and August 2006 members of each Community Board carried out a Ward tour accompanied by a representative from Transport Assets to review and establish priorities for construction of footpath and slow street projects. Following on from the Ward tour, Council officers prepared a draft list for consideration by the Community Boards, taking into account citywide needs and the outcomes sought in Council's Transport Strategy.

Draft lists of footpaths and slow street projects were submitted to the Community Boards at the following meetings:

- New Lynn Community Board, 2 October 2006;
- Waitakere Community Board, 3 October 2006;
- Massey Community Board, 4 October 2006;
- Henderson Community Board, 5 October 2006.

Recommendations from the Boards' meetings will be presented to the Finance and Operational Performance Committee at the meeting of 9 October 2006 for its consideration.

A29-A30

The prioritised long term forecasts for footpaths and slow streets are detailed at pages A29 to A30.

Any works that can not be completed due to funding constraints would be prioritised for subsequent Annual Plans and considered by the Community Board in November 2006 for input to the Annual Plan 2007/2008 and the draft Long Term Council Community Plan 2009-2019

RESOURCES

Funding of \$500,000 has been provided in the Annual Plan 2006/2007 for footpath construction, and \$100,000 for slow streets. Additional funding of \$150,000 has been provided for Vodanovich Road.

The funding for these two categories has been also approved in the Long Term Council Community Plan 2006-2016 for the next ten year programme.

Through the prioritisation process the footpath construction programme can now be completed within the funding available in the Long Term Council Community Plan 2006-2016.

CONCLUSION

The consultative process with the Community Boards has determined a prioritised list of footpath construction and slow streets projects for consideration by the Finance and Operational Performance Committee.

RECOMMENDATIONS

1. That the 2006-2016 Footpaths and Slow Streets Work Programme report be received.
2. That the list of priorities for the 2006-2016 Footpaths and Slow Streets Work Programme as recommended by the Henderson, Massey, Waitakere and New Lynn Community Boards be approved.

Report prepared by: Hussam Abdul-Rassol, Transport Planning & Design Manager:
Transport Assets.



16 COMMUNITY INTEREST GROUP - TERMS OF REFERENCE AND PROTOCOLS

PURPOSE OF THE REPORT

The purpose of this report is to request the Finance and Operational Performance Committee to approve the Terms of Reference and Protocols of the Community Interest Group that has been formed at the request of the Long Term Council Community Plan and Annual Plan Special Committee.

BACKGROUND

The Long Term Council Community Plan and Annual Plan Special Committee requested during the final deliberations on the Annual Plan for 2005/2006 that a Community Interest Group be established to assist the Council in gaining the views of interested persons on funding issues.

The formation of the group occurred in early 2006 after Councillors were asked to provide a selection of names of persons who had shown an interest in Council activities through Annual Plan submissions or from a close association with the Council. To date three meetings have been held.

The Long Term Council Community Plan and Annual Plan Special Committee requested that the Terms of Reference be brought back to the Finance and Operational Performance Committee for its consideration and approval.

Current membership of the group is Messrs, Simon Brown, Ken Elcoat, John Newick, Noel Rugg, Craig Shearer, Mike Stanley and Ms Janette Diprose.

STRATEGIC CONTEXT

This work contributes to the Council's Active Democracy strategic platform. This platform is a commitment for people who live in Waitakere to be able to participate and to contribute to the strategic direction of the Council.

ISSUES

The Community Interest Group has met three times with either the Mayor, Deputy Mayor or Councillor Janet Clews in attendance along with Directorate support and senior officers. Most members of the group have been able to attend the meetings. The group has engaged in discussion on rating issues and the Council's consultation and communication processes. This discussion and their willingness to openly participate has already provided extremely useful comments on those matters.

A31-A32

Now that the group has had three initial meetings it is now considered appropriate that the Committee consider and approve the Terms of Reference and Protocols of the group. This is attached at pages A31 to A32 and was presented to the last meeting of the group held on 18 September. It is recommended that the Terms of Reference and Protocols be approved.

The Group is to be chaired by the Deputy Mayor and in her absence any other Councillor with the Deputy Mayor's approval. Other Councillors are most welcome to attend the meetings. The group is and will continue to be a way of regularly receiving a selection of views from the community. This will assist the Council in its current review of the three available rating systems and also provide an opportunity to impart knowledge to the community of the Council's decisions and strategies on various consultation or topical issues as necessary.

RESOURCES

There are no additional resources required for the group apart from staff time.

CONCLUSION

A Community Interest Group has been established and it is now appropriate that the Terms of Reference and Protocols be considered and approved.

RECOMMENDATIONS

1. That the Community Interest Group - Terms of Reference and Protocols report be received.
2. That the Community Interest Group - Terms of Reference and Protocols, as attached, be considered and approved.

Report prepared by: Andrew Pollock, Director: Finance.



17 KEEP WAITAKERE BEAUTIFUL ANNUAL REPORT 2005/2006

PURPOSE OF THE REPORT

The purpose of this report is to inform the Finance and Operational Performance Committee of the key findings of the Keep Waitakere Beautiful Trust Annual Report for 2005/2006 which covers the period from 1 July 2005 to 30 June 2006.

BACKGROUND

Keep Waitakere Beautiful was established in 1993 as a Council - community partnership.

In August 2002, Keep Waitakere Beautiful was incorporated as a charitable trust and a Memorandum of Understanding between Keep Waitakere Beautiful Trust and Council was signed in September 2002. This document clarifies and strengthens the relationship and commitment between the Keep Waitakere Beautiful Trust and the Council. A contract was also entered into with the organisation and Keep Waitakere Beautiful Trust reports to Council regularly on milestones, Key Performance Indicators and shared objectives that have been met.

Council provides funding for the Keep Waitakere Beautiful Trust programme on an annual basis through the Annual Plan and the Long Term Council Community Plan process. Keep Waitakere Beautiful Trust also receives financial support in the form of cash and in-kind sponsorship from the local community.

A Keep Waitakere Beautiful Trust Board provides a governance role by ensuring that the aims and vision of Keep Waitakere Beautiful Trust is translated through the annual work programme. The Board also establishes the broad strategic framework each year for which the work programme is guided, in order to achieve Keep Waitakere Beautiful Trust's vision and goals. A part-time programme manager delivers the programme with support from EcoMatters Environmental Trust management and administration staff.

STRATEGIC CONTEXT

The Keep Waitakere Beautiful Trust work programme supports both the Green Network and the Active Democracy strategic platforms of the Long Term Council Community Plan 2006 - 2016.

The Green Network strategic platform is supported by programmes such as Trees for Babies, War on Weeds, and Clean Stream Waitakere.

The Active Democracy strategic platform states that "People are able and willing to engage in city issues, and feel that they can make a difference. There are high levels of community participation, and people respect each other's views". The partnership between Keep Waitakere Beautiful Trust and Council is an active reflection of this principle of empowering the community, and exists because both parties recognise the long-term value in community ownership of, and participation in, community-based environmental initiatives.

Objectives of the Keep Waitakere Beautiful Trust - Council partnership are:

1. To provide the community with avenues for volunteer involvement in local environmental initiatives.
2. To provide a forum for consultation and communication between Council and community groups and residents on environmental issues.
3. To enhance community awareness of environmental issues through community based programmes.
4. To increase volunteer involvement in Keep Waitakere Beautiful Trust project activities long term.

ISSUES

A33-A60

The Annual Report attached at pages A33 to A60 covers Keep Waitakere Beautiful Trust's governance structure, mission and objectives and 12-month calendar of events and also profiles each of the projects delivered during the period 1 July 2005 to 30 June 2006 and quantifies the community input on each project.

The Keep Waitakere Beautiful Trust programme is supported by thousands of volunteers every year, who generously give their time and commitment to beautifying and caring for the City and environment. Over 27,500 volunteer hours were given by Waitakere communities to these projects in the 2005/2006 year.

Project highlights during the 2005/2006 year was the new approach to War on Weeds, which reduced bin locations, but introduced new weed bags. This new initiative was introduced by Keep Waitakere Beautiful Trust for serious year round weeders in the form of specially printed weed bags which are collected from registered residential properties free of charge. The response to this initiative has been very favourable with over 350 residents signing up for the scheme.

Trees for Babies was also very successful, with one event running out of trees, and staff racing off to get more. This event gets stronger and stronger every year as families come to celebrate their new family members. New immigrants are very enthusiastic participants, with the whole extended family coming along. It is very popular heart warming family event.

A requirement of the contract Council has with Keep Waitakere Beautiful Trust is that they submit an Annual Report which includes figures to support the Key Performance Indicators Keep Waitakere Beautiful Trust must meet. Of the thirteen Key Performance Indicators, eleven were fully met, and two not fully met. The two not fully met were both very close to being met.

- *'Operation Spring Clean'* did not fully meet its targets, as there were slightly less bins requested and filled, and fewer volunteers. This programme has been running successfully for many years and in the early years, participation from schools and their students was significant. Over the past few years, schools have been less inclined to participate due to heavy demands on teachers' and students' time. Keep Waitakere Beautiful Trust is committed to ensuring that the participation of young people in the project is maintained and will be working with schools in the coming year to develop strategies to best accommodate their needs. There were 26 schools and 16 community groups participating in this event last year.
- *'War on Weeds'* did not fully meet its targets as less weeds were collected in weed bins due to a change in focus for this project. In the past, Keep Waitakere Beautiful Trust had experienced substantial dumping of inorganic rubbish in the weed bins and as a result, weed bin locations for 2006 were reduced to control the abuse. Even though the number of bins was reduced for 2006, there were few complaints from the public about the reduced bin availability and were accommodated with the new weed bags.

RESOURCES

Council provided \$180,580 for the annual Keep Waitakere Beautiful Trust projects and \$60,540 for salary and overheads through the Annual Plan process for the 2005/2006 year.

For 2005/2006 over 12,500 residents volunteered their time to Keep Waitakere Beautiful Trust projects. The value of the contribution of this volunteerism is calculated at \$12 per hour for adults and \$8 per hour for children, which translates to a total value to the City of \$267,080. The Keep Waitakere Beautiful Trust programme is also fortunate to have the support of a number of sponsors who contributed a total of \$73,323 to the programme during the period.

Keep Waitakere Beautiful Trust has delivered all projects as agreed with the Council for the 2005/2006 year except the minor exceptions outlined above and delivered a cost benefit ratio of \$1.57 for every \$1.00 contributed by Council to the Keep Waitakere Beautiful Trust Project Programme.

CONCLUSION

In 2005/2006 Keep Waitakere Beautiful Trust provided a vehicle for 12,500 residents to be involved in the enhancement of the City's environment. Keep Waitakere Beautiful Trust continues to initiate, motivate and encourage community action and pride in the City by organising clean ups and plantings and providing education and publicity on the environment.

Keep Waitakere Beautiful Trust has produced its Annual Report covering the period 1 July to 30 June 2006 and has delivered a cost benefit ratio of \$1.57 for every \$1.00 contributed by Council.

Keep Waitakere Beautiful Trust has enjoyed enormous success since its inception 13 years ago due to the tremendous input from many thousands of residents who have volunteered their time to assist Keep Waitakere Beautiful Trust in making Waitakere a more attractive place to live, work, play and visit.

RECOMMENDATION

That the Keep Waitakere Beautiful Annual Report 2005/2006 be received.

Report prepared by: Jacki Byrd, Parks Ecology and Policy Co-ordinator.



PART E - REPORTS FROM THE SUBCOMMITTEES

18 EMERGENCY SERVICES SPECIAL COMMITTEE

THE SPECIAL COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON TUESDAY, 3 OCTOBER 2006.

MATTERS CONSIDERED

A61-62

The Special Committee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages A61 to A62.

The Special Committee Recommends:

That the Meeting report of the Emergency Services Special Committee held on Tuesday, 3 October 2006 be received.

DQ Battersby, JP
CHAIRMAN



19 TENDERS SUBCOMMITTEE

THE SUBCOMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON FRIDAY, 8 SEPTEMBER 2006 AND FRIDAY, 22 SEPTEMBER 2006.

MATTERS CONSIDERED

A63-A71

The Subcommittee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages A63 to A71. The public excluded minutes is attached at page C1 of the Confidential Supplement.

The Subcommittee Recommends:

That the Meeting report of the Tenders Subcommittee held on Friday, 8 September 2006 and Friday, 22 September 2006 be received.

JM Clews, QSO, JP
CHAIRMAN



PART F - RECOMMENDATIONS FROM OTHER MEETINGS

20 RECOMMENDATIONS FROM CREATIVE COMMUNITIES SCHEME ALLOCATION SUBCOMMITTEE

Creative Communities Scheme Allocation Subcommittee recommends to the Finance and Operational Performance Committee:

That the 2006/2007 first round Creative Communities Scheme Allocation funding as set out, be approved:

No.	Group Name	Funding Requested	Funding Allocated
1.	Ben Peau	Application Ineligible	
2.	Mothers in Support of Safe Driving	Application Ineligible	
3.	Penehamine Netana-Patuwawa	Application Ineligible	
4.	Roger Lynden	Application Ineligible	
5.	Auckland Chinese Education Association	\$2,200.00	\$0.00
6.	Auckland Conductive Education Foundation	\$4,000.26	\$2,000.00
7.	Auckland Tuvalu Society Inc	\$5,000.00	\$0.00
8.	Fruitvale School (Pasifika Group Tutor)	\$600.00	\$0.00
9.	Fruitvale School (Tutor fees for Kapa Haka)	\$600.00	\$0.00
10.	Massey Quilters	\$900.00	\$900.00
11.	McLaren Park Community Project	\$5,000.00	\$2,500.00
12.	Ngaroimata Winiata	\$1,300.00	\$0.00
13.	NZ International Comedy Festival	\$3,000.00	\$2,500.00
14.	Primal Youth Trust	\$2,746.00	\$2,000.00
15.	Ranui Toy Library	\$2,300.00	\$0.00
16.	Somali Concern Refugee & Migrant Organisation	\$1,940.00	\$0.00
17.	Stage Challenge Foundation	\$5,000.00	\$2,500.00
18.	Taupuhi Toki	\$5,000.00	\$0.00
19.	Titirangi Community Radio Trust	\$4,750.00	\$3,760.00
20.	Titirangi Kindergarten	\$1,700.00	\$1,200.00
21.	Tumupua Weaving Group	\$2,580.00	\$0.00
22.	United Sri Lanka Association (Auckland)	\$2,050.00	\$1,500.00
23.	Waitakere Pacific Arts and Cultural Trust	\$4,946.60	\$3,500.00
24.	West Auckland Primary Schools Multicultural Festival	\$5,000.00	\$4,000.00
25.	Auckland Festival of Photography Trust	\$4,000.00	\$0.00
26.	Auckland Philharmonia Orchestra Society	\$5,000.00	\$3,500.00
27.	Deaf Association NZ Inc	\$2,000.00	\$2,000.00
28.	Derek Browne	\$3,880.00	\$0.00
29..	Ezekiel 33 Trust	\$5,000.00	\$3,000.00
30.	Free Spirit Peace Productions	\$5,000.00	\$2,500.00

No.	Group Name	Funding Requested	Funding Allocated
31.	In The Shape of a Square	\$1,135.00	\$1,000.00
32.	John Goudge Band	\$5,000.00	\$2,500.00
33.	Lopdell House Society Inc	\$4,260.00	\$2,000.00
34.	Phundmi Productions	\$2,810.00	\$0.00
35.	Tim Mackrell & John B Turner	\$4,880.00	\$2,000.00
36.	Tirimoana School	\$487.00	* Referred to the WCAC
37.	Vunderchilk Records & Promotion Ltd	\$5,000.00	\$4,500.00
38.	Waitakere Ethnic Board Inc	\$5,000.00	\$0.00
39.	West Coast Community Arts Trust	\$5,000.00	\$3,500.00
40.	Jin Hsiung Wan	\$5,000.00	\$0.00
41.	Kelston Boys High School	\$4,455.00	\$0.00
42.	McCahon House Trust	\$4,000.00	\$3,000.00
43.	Temple Music Industry Specialists	\$2,172.00	\$0.00
44.	Waitakere Indian Association	\$3,000.00	\$0.00
	TOTAL	\$137,691.86	\$55,860.00

* WCAC = Waitemata Community Arts Council.

