

6 November, 2007

The Trusts Charitable Foundation (Inc)
PO Box 12 1412
Henderson
Waitakere City 0650

Thank you for your consideration of this application from The Going West Trust, on behalf of the Waitakere City History Project, which will culminate in the publishing of a comprehensive, contemporary history of our city in March 2009.

Enclosed with the funding application form are the following:

1. Certificate of Incorporation
2. A signed and registered copy of the Trust Deed
3. Deed of Variation [see Note 1]
4. Bank deposit slip
5. Financial statements [see Note 3]
6. Resolution to apply to The Trusts Charitable Foundation for funding for the history project, from the minutes of The Going West Trust meeting of August 17, 2007.
7. Additional information (to grant application), including an overview of the history project
8. Letter of support for application from Waitakere City Mayor Bob Harvey
9. Letter of support for application from Random House New Zealand Managing Director Michael Moynahan
10. Project Budget July 2006-June 2009 [see Note 4]
11. Writers' Brief, including content map, list of writers and word counts
12. 24 Writers' Contracts
13. A letter from Random House New Zealand Publishing Director Nicola Legat supporting the .45c word count offered to writers and information on current freelance writer rates.

*Note 1: Charitable status. Tax exemption/charitable status has been applied for and IRD's request for additional rules to the Going West Trust Deed ("Deed of Variation") has been ratified, signed off and lodged with IRD. We expect charitable status to be granted within one month.

*Note 2: Charities Commission registration. On the advice of the Going West Trust lawyer Mick Sinclair, secretary Rose Yukich will apply to register with the Charities Commission once the IRD tax exemption/charitable status process is complete.

*Note 3: Financial Statements/Audited accounts. The accounts were prepared by Bryco C A Limited, Chartered Accountants, and Director Bruce Bryant is available to discuss them (phone: 838 0117 or Mob: 021 501 209. An audit by Brett Campbell of Hudson Kasper (phone 263 4640) was authorized by Going West Trust chairperson Serie Barford on October 19, 2007 and should be available by mid-to-late November.

*Note 4: Budget. This application is for the 07/08 project budget year but I have included with this application a budget for the whole project to give The Trusts a broader picture of the project over time.

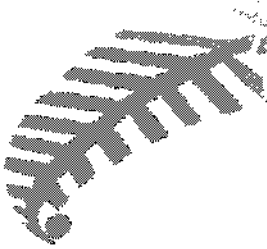
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*Note 5: Time frame for use of funding. The writers have a deadline of 30 April, 2008. Payment will be made within 28 days of the completed chapter or chapters, as contracted, being signed off by the General Editor as complete and ready for editing.

Please note that I am applying to The Trusts Charitable Foundation for a total of \$58,837.50 for writers' fees, split between the Waitakere and Portage Licensing Trusts (\$29,418.75 each).

Should you need any further information, please do not hesitate to contact me.

Ruth Kerr
Managing Editor
Waitakere City History Project
Ph: (09) 817 9943
Mob: 027 310 2204
medial@ihug.co.nz



APPLICATION FOR GRANT

APPLICANT INFORMATION

Name of Applicant Organisation: **THE GOING WEST TRUST**

Type of Organisation / Activity: **CHARITABLE TRUST** No. of Members: **9**

Postal Address (for correspondence):
**4 HYDON RD
TITIRANGI
WAITAKERE CITY**

Physical Address of your clubroom, office, etc.:
**423 TITIRANGI RD (GRAND EAST BOOKS)
TITIRANGI
WAITAKERE CITY**

Telephone: **(09) 817 3136** Fax: **—**

Chairperson / Chief Executive of Organisation: **CHERIE (SCHE) BARFORD**

Contact Person for Application: **RUTH KERR**

Contact Person's Telephone (Day): **817 9943** (WH) **811 3943** Fax: **—**

Email: **gruys@gotham.co.nz** Website: **—**

Secretary of Organisation: **ROSE YUKICH**

Contact Person's Position in Organisation: **MANAGING EDITOR
WAITAKERE CITY HISTORY PROJECT**

Email: **westclash@cc.nz** Mobile: **027 310 2704**

GRANT DETAILS

Outline the reason for the application & what the grant will be used for, including relevant dates of events.

(“See attached” is not sufficient. You should complete this part of the application and may attach more details to this application if needed.)

This application is for writers' fees for the writer engaged to research, write and compile chapters, captions and a chronology for a history of Waitakere City (working title: One City, Many Places: The History of Waitakere City), to be published by Random House NZ in March 2009 to celebrate the 20th anniversary of the naming of the city. (See Additional Information attached)

Please forward this form and all supporting documentation directly to:
**TTCF WEST AUCKLAND
 PO Box 12 1412
 Henderson, Waitakere City 0650**

Physical address: 124, Great South Road, Auckland
 Tel: 09 225-1002 (Waitakere) or 09 225-0000 (Henderson)
 Fax: 09 225 0050, Email: ttcf@ttcf.org.nz
www.ttcf.org.nz

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Is your Group registered for GST?
 If yes, please supply the number (see notes on GST on final page)

No Yes IRD No:

COST BREAKDOWN

Writers fees	\$	
4 chapters @ 5000 words @ 45,000 words @ 45c	\$	20,250
1 chapter @ 7000 words @ 45c word	\$	3,150
2 chapters @ 2500 words @ 5000 words @ 45c	\$	2,250
Chronology - approx 125 lines x 15 words = 1875 words	\$	844
- State books - approx 12 x 350 words @ 3500 words @ 45c	\$	1,575
Leptis - approx 150 images x 20 words (avg) @ 45c	\$	1,350
Total Costs of Project \$	283,582	
Amount excluding GST	\$	29,419
GST amount (if applicable)	\$	
Total amount requested \$	29,419	
Total including GST	\$	

NOTES/INFORMATION

- Please check carefully & tick the appropriate box
- A. The following information must be provided before the application can be considered.
- All (at least 2) competitive quotations for all goods or services for which you require funding.
 - Quotes must be less than 3 months old, be addressed to the applicant group & contain full supplier details (name, address, telephone, GST status, etc).
 - Entered quotes may be acceptable from reputable suppliers but must be less than 3 months old, be addressed to the applicant group & contain full supplier details (name, address, telephone, GST status, etc).
 - If funding is required towards general running costs (allowable in certain circumstances only) then your most recent set of audited accounts must be supplied.
 - Time frame for use of the Funding
 - Do you intend spending the funding within 3 months of receipt?
 - If not, have you provided details of the date(s) when you intend spending the funding?
 - The Minutes of the committee/executive meeting including:
 - Full names of all members attending meeting.
 - A resolution to apply for funding from The Trusts Charitable Foundation for the purpose and amount for which your organisation is applying for funding.
 - Minutes & resolution must be certified as true & correct and signed by the Secretary/Chairperson or other executive member.
 - Minutes should be on the official letterhead of the applicant organisation.
 - For Sporting Groups:
 - Proof of current affiliation to a national or regional body
 - Provisionary and details of events for which funding is sought.
 - Names & roles of individuals in the team/organisation if travel funding is being requested.
 - Incorporated Societies must provide:
 - Common Seal and Certificate of Incorporation
 - Charitable Trusts must provide:
 - Certificate of Incorporation and Trust Deed and Proof of non-profit status
 - Charities Registered No. (if applicable)
 - Other Organisations must provide:
 - Proof of non-profit status.
 - In the case of Schools, endorsement from the Principal on school letterhead.
 - Bank Account details for the applicant organisation must be:
 - Pre-printed deposit slips (Photocopies will not be accepted), or
 - Bank generated account details verified by the bank.
 - Financial Statements (latest audited edition)
 - HAS THE APPLICATION BEEN SIGNED AND DATED BY 2 AUTHORISED PERSONS?
 - DOES YOUR CLUB/ORGANISATION OPERATE GAMING MACHINES?
 - HAVE YOU KEPT A FULL COPY OF THE APPLICATION & DOCUMENTATION FOR YOUR RECORDS?
 (All applications are retained by the Foundation)
 - HAVE YOU READ & FULLY UNDERSTOOD THE TERMS & CONDITIONS OF FUNDING?
 - ADVICE OF OTHER FUNDING
 Has an application been made to any other agency or society for funding in this purpose? If yes, please provide details below.

Name of Other Funding Organisation	Amount Requested	Status

B. Applications will not generally be approved until any outstanding matters from any previous funding provided to the Applicant (including requests for information or for audit) have been completed to the sole satisfaction of the Foundation.

C. For further information:

- Regarding the Charities Register, go to: www.charities.govt.nz
- Regarding the Foundation, or the funding process, go to: www.tcd.org.nz

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PLACE ALL SUPPORTING DOCUMENTS INSIDE THIS FORM - Do not bind or put in folders

Glen Fden
Glen Mall, Glen Fden, Auckland, NZ

DATE	
NOTES	\$
CASH	\$
TOTAL CASH	\$
DEBIT	\$
CREDIT	\$
TOTAL	\$

WESTPAC BANKING GROUP

WESTPAC BANKING GROUP
PO BOX 100000 AUCKLAND

TRANSACTION NUMBER

GOING WEST TRUST

TOTAL \$

⑆030446⑆ 0185386⑆00 ⑆ 50

PRIVACY ACT 1993

Pursuant to the Privacy Act 1993 the following is brought to your attention:

- (a) This application collects personal information about you or another natural person;
- (b) This information is collected to evaluate the grant you are seeking from The Trusts Charitable Foundation Incorporated;
- (c) The intended recipient of the information is The Trusts Charitable Foundation Incorporated;
- (d) The information is being collected and held by The Trusts Charitable Foundation Incorporated, PO Box 66 Levin;
- (e) The collection of this information is required pursuant to current legislation;
- (f) The failure to provide this information may result in your application for a grant being declined;
- (g) You have rights of access to, and corrections of, this information pursuant to the provisions of the Privacy Act 1993.

AUTHORISATION FOR APPLICATION

We understand that the funds can only be used for the purposes stated and that any funds not used in this manner will be returned to the Foundation.

We agree to provide any information required regarding this grant to the Foundation on request, including the provision of an Accountability Report, invoices and receipts or other proof of how the funds were used. (See further notes on Accountability on rear page).

We agree to comply with a request from the Foundation or an officer of the Department of Internal Affairs for any information relating to the receipt and use of funds granted. We agree that the Foundation or an officer of the Department of Internal Affairs may direct an audit or inspection of the books, accounts, or data systems in which the funds have been deposited. We agree that any audit or inspection will be carried out in a manner approved by the Foundation or the Department, within the timeframe specified by the Foundation or the Department. We agree that we shall pay for the cost of any such audit or inspection, which may be conducted by a Chartered Accountant in public practice or a person appointed by the Department of Internal Affairs.

SIGNATURE

I hereby declare that:

- all the information provided and contained in this application is true and correct.
- I have the authority to make application on behalf of the applicant organisation.
- the Applicant Organisation agrees to be bound by this application and to the Terms & Conditions set out in this application.

Dated this 21st day of November in the year 2007

Signature of Secretary / Chairperson or other Executive member [Signature]

Full Name ELIANE [Signature] [Name] [Position] Position [Signature]

SIGNATURE

I hereby declare that:

- all the information provided and contained in this application is true and correct.
- I have the authority to make application on behalf of the applicant organisation.
- the Applicant Organisation agrees to be bound by this application and to the Terms & Conditions set out in this application.

Dated this 21st day of November in the year 2007

Signature of Secretary / Chairperson or other Executive member [Signature]

Full Name Rose Tubich Position Secretary

PLEASE NOTE: This application must reach The Trusts Charitable Foundation no later than six weeks prior to any event or purchase, for which the funds are required. See our website for funding round dates.

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TERMS & CONDITIONS

Please read all information carefully as these apply to you.

1. Goods & Services Tax – GST

Funding provided by the Foundation is made as an unconditional gift (as defined in the Goods & Services Act 1985) or donation. No portion of this funding is deemed by the Foundation as a deduction for GST paid. Where an applicant organisation is registered for GST, the funds granted will be exclusive of any GST.

2. Funding Process

- The application form must specify exactly what goods and/or services the funding is sought for, in detail. See the Notes/Information on this form and the Foundation website for more information.
- Any deviations or requests for reallocation of funding or change of supplier of goods and/or services must be made to the Foundation, in writing. Failure to seek permission prior to expenditure being incurred may result in a request for the return of the funding.
- Funds **will not** be granted for events that have already occurred or for items that have already been purchased at the date of the Trustee meeting.
- No fee or commission payment of any kind can be attached to this application.
- All items funded must remain the property of the recipient organisation, i.e. sports equipment & uniforms / computers & furniture, etc.
- Written notification of funding decisions will be sent within 10 working days of the Trustee meeting. Verbal confirmation of funding decisions will not be given.
- Funding is entirely at the discretion of the Foundation, and applications do not guarantee funding.

3. Accountability

Expenditure of funds must be accounted for to the satisfaction of the Foundation.

- The Foundation will provide an Accountability Report form for approved applications. You must complete the Accountability Report and provide invoices/receipts and copies of bank statements pertaining to the receipt and expenditure of funds as soon as practicable after the funds are spent.
- If funding is unspent after 3 months, this report should be provided as an 'Interim Accountability' report, clearly showing the current location of the funds.
- Successful applicants must comply with all reasonable requests for further information or audit.
- Standardised copies of the Accountability Report form are available on our website (www.tnt.org.nz).
- Failure to return the required Accountability Report(s) may result in a request from the Foundation for the return of the funding and in any future application being declined.
- If all or part of the funding is unspent or will not be spent in accordance with the proper purposes of the grant (see "5" below), you must inform the Foundation immediately.
- Any other funding sought or obtained for the same goods or services as the funding sought from the Foundation must be disclosed to the Foundation immediately.

4. Authorised Purpose in relation to Grant Funding

Proceeds from gaming machines can only be used for what is termed an 'Authorised Purpose' as defined in the Gambling Act 2003 and as administered by the Department of Internal Affairs. An Authorised Purpose may include charitable, philanthropic, amateur sporting, cultural, activities or something that provides benefit to a significant portion of the community in a non-commercial sense. See our website for further details (www.tnt.org.nz).

Some examples of items **not** considered Authorised Purpose

- Any purchase or event that has already taken place.
- Funding to individuals (unless applied for and administered by a recognised body to which the individual is affiliated).
- Dress uniforms, training uniforms, trackuits or other non-essential items such as gear bags, drink bottles or laundry costs.
- Professional sports persons or teams.
- Cash prizes or large non-cash prizes. (Trophies for genuine events are acceptable).
- Administrative items, functions or salaries for sporting organisations & some charities unless specifically required for an authorised purpose of the organisation.
- Funding of a third party donor organisation (eg. Service Clubs).
- Overseas travel will only be considered under the following conditions:
 - The purpose of the travel is for a genuine amateur sporting event.
 - The travellers were representatives who have been selected at a regional or national level.
 - Only the cost of the return ticket from NZ to the first destination will be funded.
- Travel applications & guidelines must include the name and status of the traveller.
- Taxes, allowances, transfers and overseas accommodation costs will not be funded.
- Events or trips which are predominantly social in nature.
- Racial sports teams or teams not affiliated to a recognised body.
- Commercial sporting events.
- Costs associated with staging after-match or social functions.
- Purposes that result in clear personal or commercial gain to an individual or organisation.
- Fuel or mileage for motor vehicles (including petrol vouchers).
- Commercial tour or promotions.
- Family or group reunions.
- Funding of fundraising events.
- Food, refreshments or entertainment, except in certain cases for children or the elderly (at Trustee discretion).
- Taxes or insurances of any kind.
- Feasibility studies or Resource Consents.

This list contains only some of the more common examples of unauthorised purposes. For a more comprehensive list, please refer to our website www.tnt.org.nz.

5. Proper Use of Funding

Funding may only be used for proper purposes which must be both:

- The purpose(s) stated on the Application, including any further conditions or limitations imposed by the Foundation in its letter of funding (including any which you will have accepted if you accept the funding); and
- Authorised Purposes (see "4" above).

Successful Applicants must demonstrate, to the reasonable satisfaction of the Foundation, that they have used the funding for proper purposes. If for any reason that the Foundation is not satisfied that funding was used for proper purposes, or if the Applicant does not comply with reasonable requests for further information or for an audit, the funding (or that part of the funding) will be deemed not to have been used for a proper purpose.

6. Return of Funding

Without otherwise limiting the Foundation's legal rights and remedies, the Applicant shall immediately return to the Foundation:

- Funding that is not spent on a proper purpose (see "5" above).
- Funding that is not spent on a proper purpose within the time specified in the Application, or the time agreed by the Foundation or, otherwise, within 3 months.
- Funding that is no longer required. Funding will no longer be required if other funding has been obtained from another source, or goods and/or services have been donated, for the purpose(s) stated in the Application (including any further limitations or conditions).
- Funding obtained in breach of these terms and conditions.
- Funding obtained as a result of the provision of false or inaccurate information, including information provided in the "NOTES" INFORMATION part of this Application.

The Applicant will pay any costs and expenses incurred by the Foundation in relation to any recovery action taken by the Foundation in respect of any such funding.

Date of meeting

Decision

Signed

Date paid

Payment details

A D

ADDITIONAL INFORMATION:

Application to: The Trusts Charitable Foundation Inc

From: Going West Trust, on behalf of the Waitakere City History Project

The Project

One City, Many Voices – The History of Waitakere City [working title] will be an accessible history that is both rigorous and readable. It will trace the geography of the area and the early settlement by Te Kawerau a Maki and later, Ngati Whatua; through the labours of the European timber millers and Austro Hungarian [Dalmatian] gum diggers of the 1830s, who went on to establish orchards and viticulture in the West.

It will salute the clay workers who formed the backbone of the brick and pottery industries from the 1850s, and detail how the completion of the rail track linking the West to the bustling centre of Newmarket in 1880, opened its commercial horizons. How the building of the first dam in the early 1900s strengthened not only its own infrastructure but that of Auckland City's as well, and it will document the importance of the West Coast and Manukau Harbour, and the individualistic coastal communities nestled therein. It will look at the environmental significance of the Waitakere Ranges and their contribution to 'green' politics in New Zealand.

West Auckland's cultural diversity flourished from the mid 1900s when Dutch immigrants arrived, rural Maori migrated in their thousands to the urbanised West and Pacific Island peoples came to work in industries, creating the blue collar suburbs that continue to define Waitakere City.

Most importantly, human stories of courage and endeavour, rather than geological features, will sit at the heart of *One City, Many Voices*. There will be approximately 20 themed chapters and 4 whimsical chapters (to break up the denser themes), each written by a specialist writer with proven knowledge and writing skills in their area or theme. While many are resident in the City, they all have a significant link to Waitakere and have been carefully chosen for their knowledge of and passion for the area. Once their work is done, General Editor Finlay Macdonald will edit the history and write overarching introductions to each chapter to provide continuity and structure.

The high-production value history will be heavily illustrated with integrated colour and black & white photographs and maps, including one large (possibly double page) generic geographical map that identifies all locations in the text. The ratio of images to text will be 30-70%.

The hope is that *One City, Many Voices* will engender a sense of place and pride in Waitakere City - which now boasts a population of nearly 200,000 - particularly in younger residents, whose story remains largely untold.

Background to Project

The impulse for a history of Waitakere City/West Auckland has lived in the hearts of a number of the city's mayors for many years, latterly in incumbent mayor, Bob Harvey's. In 1972, then Waitemata County Council chairman Col. A. R. Hughes commissioned respected journalist Eugene Grayland to write a history to celebrate the county's centennial in 1977. The well-written and researched *Waitemata County to City History* was the result but due to Grayland's untimely death in 1976, it never saw a lick of printer's ink.

By 1974 Waitemata County had morphed into Waitemata City, a change Government-employment scheme worker John Kelleher attempted to integrate into his revision of Grayland's manuscript in the late 70s, probably at the request of Mayor J. F. Colvin. But once again, publication proved elusive. Some Student Community Service Programme workers had a crack at the manuscript in the mid 1980s but that was never published either.

Gary de Forest was commissioned by Tony Covic (Waitemata City Mayor 1980-83) to rewrite the manuscript, which he finished in 1985. Alas, *A History of Waitemata* didn't make it to print either. In the mid 1990s Mayor Bob Harvey and ex-Waitakere City Council employee Tom Collins decided to revive the history project using the Grayland and de Forest source material to write a history (tentatively titled *Struggle Country*) from scratch. Some work went into this project and although it did not progress, it stayed close to Mayor Harvey's heart.

Other histories of Waitakere City/West Auckland were laboured over for many years and it is fair to say that the landscape is fair littered with unpublished manuscripts that have disappeared into the Bermuda Triangle of the West's civic and social history (there are notable exceptions, of course!). These fascinating 'lost' manuscripts include noted Maori academic Bruce Biggs' *The Waitakere Ranges*, written in 1940 when he was just 19. This manuscript, complete with photographs and paintings, traces mainly Maori history, including myths and legends. Then there's the unpublished biography of Dr Fred Rayner, who built the Piha Mill in 1910, Wallace Badham's *Ironbound Coast* about the history of Whatipu and Karekare, written in the 1950s but never published, and lawyer Morris Lennard's [1903-1988] *Memories of Piha*, unpublished at his death. The list goes on.

Fortunately, a number of historians and writers have published well-written books on various areas and themes within the City over the years; notably Dick Scott's *Fire on the clay; the Pakeha comes to West Auckland* [published in 1979], commissioned by Ceramco Ltd to celebrate its 50th anniversary and said by some to be the quintessential history of Pakeha settlement in West Auckland, to date.

The proposed history cannot detract from the recently published *Waitakere Ranges* – edited by Bruce and Trixie Harvey, with funding support from The Trusts. This fantastic book is testament to years of painstaking research and writing, however, its accessibility for many residents is debatable, leaving space for a modern history that appeals to a wide cross-section of Waitakere readers.

Partnership with The Going West Trust

The Going West Trust was established in June 2006 to support and promote literary projects in Waitakere City, principally the now iconic Going West Books and Writers Festival, now in its 11th successful year. The festival takes place in September over a 3–4 week period across various venues in Waitakere City.

Major events include a literary weekend, the family day Storyfest and a major theatre production, all supported by Portage and Waitakere Licensing Trusts funding. Going West was the Auckland region's first writers' festival and has a focus on writers, thinkers and performers from New Zealand and the Pacific – past and present, established and emerging. Since its inception in 1996, over 300 writers and performers have taken part in the festival.

In keeping with its Aims and Objectives, the Going West Trust has agreed to act as the umbrella funding arm for the Waitakere City History Project. The trust is also providing administrative support and acting in an invaluable literary advisory capacity for the project.

Summary

Because over 27 years of important social, cultural and economic history still begged to be written, fortunately, sleeping dogs did not lie and the Waitakere City/West Auckland History Project got new legs in late 2005 when Waitakere City Council committed seed funding towards exploring the writing of a contemporary history to celebrate its 20th anniversary in 2009.

The *Waitakere City/West Auckland Local History & Cultural Resources Register* was created to capture existing written and recorded resources and to identify gaps in research and writing. Then a Brief was created, in consultation, defining the content of the history and presented to publishing partner Random House in February 2006, to establish costings for the project.

Budgets, a management structure and a timeline were developed and the proposal for *One City, Many Voices – The History of Waitakere City* was presented to Waitakere City Council's Culture, Arts and Events Special Committee in December 2006. The project was unanimously endorsed and \$125,000 (over three years) was budgeted towards it.

A Memorandum of Agreement establishing partnership between Waitakere City Council and publishers Random House is signed off, and a successful application to ASB Community Trust for General Editor Finlay Macdonald's salary made. An application has also been made to New Zealand Lotteries – Environment & Heritage Committee to cover the Managing Editor's salary. Discussions with other funders continue and we look forward to working with everyone to ensure the future of this important regional history project.

Writers were carefully identified and selected for their qualities of both academic rigour and accessibility. All experts in their areas of interest, with proven research and writing skills, they are now all contracted and have been briefed. They have a copy delivery date of 30 April, 2008, with publication and a launch date scheduled for March 2009.

Word counts for funding

24 chapters:

18 chapters @ 5000 words = 90,000 words x .45c word **\$40,500**

2 chapters @ 7000 words = 14,000 words x .45c word **\$6300**

4 chapters @ 2500 words = 10,000 words x .45c word **\$4500**

Chronology:

Approx 250 lines @ 15 words = 3750 words x .45c word **\$1687.50**

Sidebars:

Approx 20 x 350 words = 7000 words x .45c word **\$3150**

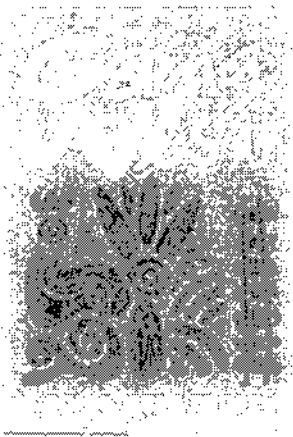
Captions:

Approx 300 images x 20 words per caption (average) =
6000 words x .45c word **\$2700**

TOTAL \$58,838

Please note that this application to The Trusts Charitable Foundation is for a total of \$58,837.50 for writers' fees, split between the Waitakere and Portage Licensing Trusts (\$29,418.75 each).

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Extract from the minutes of the Going West Trust Meeting of 17/8/07:

Present: Murray Gray, Bernard Holibar, Kathy Hunter, Serie Barford, Mick Sinclair, Peter Simpson, Rose Yukich, Ruth Kerr

Motion:

"That The Going West Trust resolve to apply to The Trusts Charitable Foundation Inc (Portage Licensing Trust & Waitakere Licensing Trust) for the sum of \$58,837.50 towards the cost of the writers' fees for the publication 'One City, Many Voices - The History of Waitakere City' [working title].

Moved: Rose Yukich
Seconded: Mick Sinclair
Carried

Certified true and correct:

Rose Yukich/Secretary
Going West Trust
Date: 30 October 2007

Rose Yukich
30/10/07



RANDOM HOUSE NEW ZEALAND LTD

Private Bag 102950, North Shore Mail Centre, 18 Poland Road, Glenfield, Auckland 1310
Telephone (09) 444 7197 Fax (09) 444 7524
www.randomhouse.co.nz

October 14 2007

To Whom It May Concern

Re: Writers' Fees, *A History of Waitakere City*

I am the Publishing Director at Random House New Zealand and have been working closely with Ruth Kerr and the team at Waitakere City on the *History of Waitakere City*, of which we have the privilege of being publisher.

The fee set for writers seems to me to be entirely reasonable. It is based on rates paid to experienced feature writers in the magazine industry and it is our view that the high-profile, experienced and authoritative writers being approached would not countenance working for less.

This book will be a landmark publication, produced under the guidance of a very experienced editor, and I commend this application for funding to you.

Yours faithfully


Nicola Legat
Publishing Director

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Waitakere City Council

Office of The Mayor, Bob Harvey

16 October, 2007

The Trusts Charitable Foundation
PO Box 12 1412
Henderson
Waitakere City 0650

Attn: Waitakere Licensing Trust President & Board Members

It is with great enthusiasm that I write a letter of support for The Going West Trust's application for funding, on behalf of the Waitakere City History Project.

As many of you know, the idea of a comprehensive history of our city is very close to my heart. Back in 1972, then Waitemata County chairman Col. Hughes commissioned a history for the county centennial in 1977 but unfortunately, Eugene Grayland's well-written and researched *Waitemata County to City* history didn't make it to print, due to his untimely death in 1976. By then, Waitemata County had morphed into Waitemata City, a change John Kelleher attempted to integrate into his revision of Grayland's manuscript in the late 70s. Some student community workers had a crack at the manuscript in the mid 1980s but alas, that didn't make it to print either.

Gary de Forest was commissioned by Mayor Covic [Waitemata City 1980-83] to rewrite the manuscript and *A History of Waitemata* was finished in 1985 but once again, it remained unpublished and more of this vibrant city's history remained gathering dust on Council shelves! In the mid 1990s, ex-WCC employee Tom Collins and I revived the history project with the intention of using the Grayland and de Forest source material to write a history (tentatively titled *Struggle Country*) from scratch. I have authored a number of publications on things West but it became evident to me that the scope of the proposed history required dedicated people and funding. Needless to say, I am thrilled that the history project has received unanimous support from both Councillors and community groups, towards this end.

In the intervening years a number of historians and writers have published well-written books on various areas and themes within the City; notably Dick Scott's *Fire on the clay: the Pakeha comes to West Auckland*, commissioned by Ceramco Ltd in its 50th anniversary year and published in 1979.

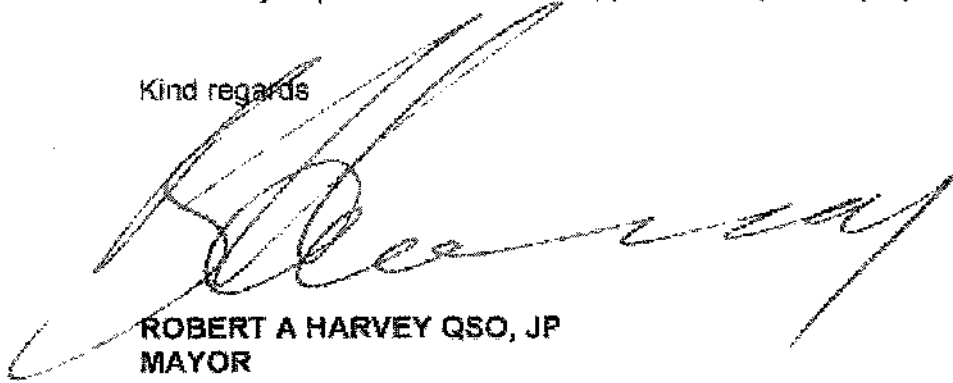
The fabulous *Waitakere Ranges*, edited by Bruce and Trixie Harvey and published in March 2006, is also a fine tribute to our city but it doesn't cover much of our vibrant 20th century cultural or social history

And so it is with much enthusiasm that I offer my support to this new, comprehensive history, tentatively titled *One City, Many Voices – The History of Waitakere City*.

Having the city's history, which I am proud to have played a part in, brought to life by so many experienced writers is much more representative of our diversity than to have it told by one voice. This new history, rich with the stories and images that are inclusive of the diverse cultures that make up Waitakere City, has the power to imbue residents with a sense of place, pride and the goodwill to work together for a prosperous future. By understanding our past, we can move forward together, secure in the knowledge that our presence has been honoured.

I sincerely hope The Trusts will support this important project.

Kind regards



ROBERT A HARVEY QSO, JP
MAYOR
WAITAKERE

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RANDOM HOUSE NEW ZEALAND LTD

Private Bag 102970, North Shore Mail Centre, 18 Pollock Road, Glendfield, Auckland 1310
Telephone (09) 444 7574 Fax (09) 444 7574
www.randomhouse.co.nz

18th October, 2007

Attn: WAITAKERE LICENSING TRUST PRESIDENT & BOARD MEMBERS

Herein is my letter of support for the application for funding from the Going West Trust on behalf of the Waitakere City History Project.

I am the Managing Director of Random House and have been engaged with New Zealand publishing for 20 years in a range of capacities. Currently I am the President of the Book Publishers Association, the Chair of the New Zealand Book Month Trust and of the Auckland Writers and Readers Festival, as well as being on the governing Council of the New Zealand Book Council.

In the last few years I have seen a confidence and maturity emerge within the publishing industry, which has come about as a number of factors merge. Authors are writing with a great deal of creative energy, and tackling a much wider range of genres and subjects than ever before, our institutions (particularly political institutions) are encouraging with resources and financial support and publishers are packaging, designing and marketing books much more effectively. The success for authors such as Jenny Patrick writing historical fiction and Michael King has illustrated a particular interest by New Zealanders in our stories. As a result, the public at large has taken to the idea of supporting New Zealand books with enthusiasm. Books of a variety of hue have come to be extremely precious as we explain ourselves, tell our stories and proudly claim our place in this land.

Nowhere is this more obvious than in the value community histories have played in creating a sense of belonging. Much of the time, stories are told and lost, or scattered throughout an archive or tucked away from every day sight. People who are new to a community or who know part of the story and not all of it never quite manage to grasp the complete picture.

The Waitakere City History Project will provide the community with a chance to gather their stories, celebrate the highs and the lows, share them with each other and the wider country. As a book, this will stand

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through time. A book, more than anything else, provides a lasting and durable record that can be proudly exhibited by all involved. As years pass, the value gained from gathering the threads of Waitakere history together for future generations will be appreciated and this generation will have left an important legacy. Books like this take a great deal of time require a lot of research and need to include a number of contributors. To that end I heartily support this funding application which will help provide the resources needed to have this book fulfill its potential.

Kind regards,



Michael Moynahan
MANAGING DIRECTOR

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WAITAKERE CITY COUNCIL

Waitakere City History Book Project

Chapter Writer Contributor Contract

PARTIES:

Waitakere City Council (the Council)

And

..... (the Writer)

1. Background

The project is to produce a 'Waitakere History Book' for the 20th anniversary of Waitakere City in 2009. The project was initiated by the Council and involves The Going West Trust in an advisory and fundraising partnership, and Random House as publisher. The book is conceived as a series of subject chapters, each written by an expert in a particular field, with an overall editorial voice linking the chapters into an integrated story. The working title for the book is 'One City, Many Voices – the History of Waitakere City.'

2. Purpose & Scope

This contract sets out the terms and conditions of engagement of individual writers. Writers will be given a written brief outlining the required subject matter of their particular chapter and the required word count. The brief will form part of this contract.

3. Project specifics

- The Council appointed 'General Editor' and 'Managing Editor' will prepare briefs for individual writers.
- The Council will commission the writer to produce a chapter in accordance with the brief.
- The General Editor and Writer will negotiate proposed amendments, and other editorial issues, as deemed necessary by the General Editor. The General Editor's decision will, however, be final.
- The General Editor will make available the final version of the chapter to the Writer, so that the Writer can confirm that the work is factually accurate prior to publication.
- The Writer will adhere to the brief as provided by the General Editor, agree to amendments and edits deemed necessary by the General Editor and deliver the work detailed in the brief before April 30, 2008.
- The Contract is deemed to start from the time it is signed by the Writer and a Council representative.

4. Fees

Waitakere City Council agrees to pay the Writer a fee of forty five (.45) cents per word plus GST (if the Writer is registered) within 28 days of the completed chapter or chapters, as contracted, being signed off by the General Editor as complete and ready for editing.

The Council agrees to reimburse the Writer's disbursements on submission of receipts. Those expenses are to be agreed between the General Editor and Writer in consultation with the Managing Editor.

5. Variations

Any work not included in the defined scope of work as set out in the brief, shall be dealt with as a variation. In the event that there is a change in the extent or type of work undertaken by the Writer under this contract and the parties agree that a variation to this agreement is appropriate and desirable, then this agreement may be amended on terms and conditions agreed upon by the parties. No such variation shall have any force or effect unless it is evidenced in writing and signed by both parties.

6. Ownership

All deliverables produced, and all data and information collected or collated by the Writer shall at all times be the property of the Council and may be used/reproduced at any time at the Council's discretion.

Materials or information supplied to the Waitakere City Council by the Writer shall not be used by the Writer for any purpose outside the scope of this Contract unless authorised in writing by the Council. This does not include information that is already in the public domain.

7. Copyright

All rights, including the electronic reproduction, transmission, display, performance or distribution of the chapter or chapters, are the property of the Council, once payment is made.

The Writer represents and warrants that he/she is the sole author of the chapter or chapters, and that no-one has reserved the rights granted in this Contract. The Writer also represents, to the best of his/her knowledge, that the chapter does not contain any libellous material.

The writer will appropriately reference and acknowledge any sourced reference material.

8. Confidentiality

The Writer shall observe strict confidentiality regarding any information relating to Waitakere City Council and/or the Project that may come to her/his knowledge during the course of or as a result of the Contract.

9. Dispute resolution

Notice of Dispute

In the event of a dispute between the parties, either party may provide to the other written notice adequately identifying the subject matter of the dispute or difference. The parties will use their best endeavours to resolve all disputes by good faith negotiation. If the matter cannot be resolved by negotiation, the matter will be referred to an independent conciliator, as agreed by both parties, for resolution and settlement, and agree to abide by the outcome of such conciliation process.

10. Termination

Notwithstanding the terms of the Contract as outlined above, this Contract may be terminated by either party on one months notice in writing given to the other. This Contract may also be

terminated by the Council in writing with immediate effect should the Writer: Cease, refuse or is unable:

- To perform the project specifics outlined in the Contract
- Breach any confidentiality requirement
- Overstep his or her duties and responsibilities as outlined in this Contract and/or the agreed brief.

11. Force Majeure

Neither party shall be obliged to perform, and shall be deemed not to be in default of its obligations under this Agreement, if prevented in whole or in part from performing its obligations under this Agreement by reason of any matter beyond the control of either or both of the parties ("force majeure").

The parties forthwith upon the occurrence of an event of force majeure will diligently do all acts and things which may be necessary or desirable to remove that force majeure as quickly as possible, but neither party shall be required to settle a strike, lock out or other labour dispute or meet any claim or demand by a government authority contrary to the wishes of that party which may be prejudicial to the interests of that party.

SIGNED ON BEHALF OF WCC

.....

TITLE

DATE

SIGNED BY WRITER

.....

DATE

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4 December 2007

Ruth Kerr
Going West Trust
4 Aydon Road
Titirangi
Waitakere City

Dear Ruth

RE: APPLICATION NO: 14388 - Approved for \$29,418.75

You applied for: Towards the cost of writers' fees engaged to research, write and complete chapters, captions and a chronology for a history of Waitakere City (working title - One City, Many Voices - The History of Waitakere City) to be published by Random House in March 2009 to celebrate the 20th anniversary of naming of the city.

The Trustees of The Trusts Charitable Foundation (Inc) are pleased to advise that your organisation's application for \$29,419.00 has been approved for the amount and purpose/s detailed below.

Approval details

- **Amount approved:** \$29,418.75
- **Purpose approved:** Towards the cost of writers' fees engaged to research, write and complete chapters, captions and a chronology for a history of Waitakere City (working title - One City, Many Voices - The History of Waitakere City) to be published by Random House in March 2009 to celebrate the 20th anniversary of naming of the city.

*Funds for this grant were generated at **Portage Licensing Trust** venue/s.*

The Foundation has identified from your application that part or all of the funding may not be immediately required. Therefore, the Foundation has elected to hold this funding in trust and will release payment either closer to the date required or on a progress payment basis that is satisfactory to both parties.

In order to establish a payment plan for release of funds at the appropriate time/s, we will require your organisation to complete the attached Payment Schedule and return it to us on receipt of your invoice/s at the address printed on this letter

Terms & Conditions of Funding

In accordance with the terms of our Gaming Machine Operator's Licence, this grant is also made on the following express conditions and these should be read in conjunction with the detailed "Terms and Conditions" printed on the rear of the Application Form that you have submitted;

P.O. Box 83, Levin 5540

Phone: 06 367 1542 • Fax: 06 367 1541

Email: info@modus.net.nz

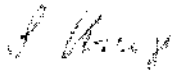
www.ttcf.org.nz

ART3

1. ***That the funds are used for the purposes/purchases stated on the application form. You must also use the specific providers of the goods and services as quoted in the application. Written approval is required from the Foundation for any changes in purpose, purchase or supplier or reallocation of funds, prior to the funds being spent. All such requests must be made in writing.***
2. ***That you obtain proper invoices and receipts for all goods purchased or services provided, including bank statements showing the deposit and expenditure of the funds. You must send copies of these with the completed Accountability Form (attached) to the Foundation at the address on this letter. Failure to provide this documentation will affect future funding applications and may result in a request from the Foundation for the return of the funding.***

Approved funds will be credited directly to your organisation's bank account No 03-0146-0185386-00 at the Westpac bank within 5 working days of each scheduled payment.

Yours faithfully



for The Trustees

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7 December 2007



Ruth Kerr
Going West Trust
4 Aydon Road
Titirangi
Waitakere City

Dear Ruth,

RE: APPLICATION NO. 14388 - Approved

The Elected Members of Portage Licensing Trust have reviewed your application and I am pleased to advise you The Trusts Charitable Foundation's West Auckland grant committee has approved your application to a value of \$29,418.75.

Outlets in your area, operated by The Trusts have enabled TTCF to return over \$75 million to the local West Auckland community, including \$12.3 million last year. This funding assists community groups like yours deliver your goals and objectives to the local community.

Approval details

- **Amount approved:** \$29,418.75
- **Purpose approved:** Towards the cost of writers' fees engaged to research, write and complete chapters, captions and a chronology for a history of Waitakere City (working title - One City, Many Voices - The History of Waitakere City) to be published by Random House in March 2009 to celebrate the 20th anniversary of naming of the city.

Grants are distributed to recipient organisations as funds are required. You will shortly receive correspondence from TTCF providing details of this process and a payment schedule.

We ask you acknowledge the funding provided by ensuring all members of your organisation and the wider community are aware of this grant and how it will assist your group to deliver a benefit to our local community.

Terms & Conditions of this Funding

In accordance with the terms of TTCF's Gaming Machine Operator's Licence, this grant is made on the following express conditions and these should be read in conjunction with the detailed "Terms and Conditions" printed on the rear of the Application Form you have submitted;

1. *That the funds are used for the purposes/purchases stated on the application form. You must also use the specific providers of the goods and services as quoted in the application. Written approval is required from the Foundation for any changes in purpose, purchase or supplier or reallocation of funds, prior to the funds being spent. All such requests must be made in writing.*

Ian Canfield
ext 291

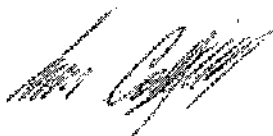
ARTS

2. *That you obtain proper invoices and receipts for all goods purchased or services provided, including bank statements showing the deposit and expenditure of the funds. You must send copies of these with the completed Accountability Form (attached) to the Foundation at the address on this letter. Failure to provide this documentation will affect future funding applications and may result in a request from the Foundation for the return of the funding.*

If you are in any doubt regarding your obligations arising from this grant, require information for the accountability or assistance with future applications, please do not hesitate to contact TTCF West Auckland.

Approved funds will be credited directly to your organisation's bank account No 03-0146-0185386-00 at the Westpac bank within 5 working days of each schedule payment.

Yours faithfully,



Ian Caulfield
General Manager
TTCF WEST AUCKLAND
for THE TRUSTEES

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NOTES:

- Items purchased & invoices provided will be matched to your funding application to ensure consistency and correctness.
- **DO NOT** pay invoices for goods/services for which funding has been sought until the funding has been credited to your organisation's bank account.
- **DO NOT** send originals of invoices.

I hereby declare that:

- All the information provided and contained on this schedule is true and correct to the best of my knowledge.
- I have authority to provide these details on behalf of the applicant organisation.

Date:.....

Full Name:.....

Signature:.....

Position in organisation:.....

If you have any queries or need to contact the Foundation regarding this funding, we would prefer queries via fax or email in the first instance.

Queries to: Sabine Krieger – admin.sabine@modus.net.nz or Tel: 06 3673542 or Fax: 06 3673541 or post to P.O. Box 83, Levin

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Working for you.

4 February 2008

The Going West Trust
4 Aydon Road
Titirangi
Waitakere City

Dear Ruth

In recognition of your recent grant by the Portage Trust elected members through The Trusts Charitable Foundation, we would like to invite two representatives of your organisation to attend an appreciation function to be held at:

VENUE: The Function Room, Portage Peninsula Hotel, Elm Street, AVONDALE,

DATE: Monday 18th February 2008

TIME: 5:30pm for presentations at 6:00pm (light refreshments will be served)

RSVP: Telephone Maree on 835-0095 or e-mail mareef@ttcfwa.co.nz by Friday 15th February, with the names of the two representatives attending.

We look forward to meeting you there.

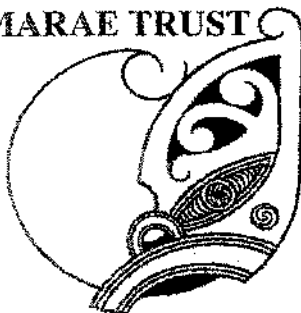
Yours faithfully,
PORTAGE TRUST

Ross Clow
PRESIDENT

Attended: Ruth Kerr
Rose Yukich

AM9

HOANI WAITITI
MARAЕ TRUST



20th February 2008

E nga rangatira, e nga Kaiwhakahaere o te Kaunihera o Waitakere, tena koutou, tena koutou, tena tatou katoa.

To: Our Worship Mayor Bob Harvey & Waitakere City Councilors,

Re: Financial Assistance for \$60,000.00

On behalf of the Hoani Waititi Marae Trust, we would like to thank Waitakere City Council for allowing us the opportunity to present this letter of request for financial assistance.

The purpose of our request is for:

1. The employment of a full-time caretaker/grounds person
2. Repair and upgrading of Marae complex facilities.

May we firstly mention that Hoani Waititi Marae values the relationship with Waitakere City Council which spans over 30 years and will continue to grow in the future. This is a request from Hoani Waititi Marae and we are committed to endeavouring to manage these issues through dedicating funds from 2008/09 financial year, and beyond.

Hoani Waititi Marae is a community Marae providing services to the general public, a place to hold special occasions, events, meetings as well as paying respect to ones that have passed.

Following the tragedy that occurred June 2007 at the Kohanga Reo, a series of strategies and initiatives have been implemented at Hoani Waititi Marae in alignment with the Health & Safety Employment Act with pending work that continues to date. It is envisaged that once these systems have been implemented that we could adopt Waitakere City Councils vision '*safety is not negotiable*'. To assist with this process it is imperative that we have a caretaker/grounds person with the necessary skills and

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expertise required to ensure the safety and wellbeing of Marae whanau and manuhiri (visitors) are managed appropriately.

We are currently in the process of developing a collaborative working relationship with Waitakere City Council community projects:

- Project Twin Stream – clearing water way and removal of privet growing on the Marae complex;
- Sustainable Homes Project – with the kaumatua flats
- Waste Minimisation – with kaumatua and Te Kura Kaupapa Maori (Maori Immersion School). There are three phases to this project, short term, medium term and long term spread over a period of 2 years all contributing towards a sustainable eco friendly city with initial guidance, support and leadership from Waitakere City Council project leaders. Education is a huge component in terms of sustainability of the initiatives that ideally can be taken in to the future of the next generation.

These projects will ultimately be the responsibility of the caretaker/grounds person with the support of Marae whanau, kaumatua and tamariki.

1. The employment of a full-time caretaker/grounds person.

At present we do not have a caretaker. The grounds and maintenance of the Marae is currently serviced by one of our residing Kaumatua (elder) who is 70 years of age and of poor health. He has continued to perform the duties of the Marae on a goodwill basis with the assistance of various adult students, Marae whanau (family) and the occasional periodic detention referrals from Henderson Probation. As we are sure you will agree this is not a sustainable situation considering the growth in services delivered from Hoani Waititi Marae and especially in terms of the management of the health and safety of all who utilise the complex.

The caretaker's role will entail the following duties:

- Ongoing maintenance of the Marae complex.
- Management of external contractors.
- Removal of graffiti disfigurements.
- Health & Safety hazard management and regular site checks.
- Delivery of projects entered into with Waitakere City Council.

2. Repair and upgrading of Marae complex facilities.

Hoani Waititi Marae is more than 30 years old and has served the community throughout these years. It has grown into an extremely busy Marae utilized 7 days a week. There is a lot of work required in maintaining the complex. We have upgraded the kitchen area with new flooring and equipment, the ablution area and painted the exterior of the wharekai but there is so much more that needs care now and property maintenance. We want to continue providing a safe place for everyone who uses the Marae, as such we need sound hazard management and monitoring. We have reached a point where we require financial assistance with repairs and upgrades which will include:

- The safe removal of asbestos from the roof of the Wharehuni (meeting house) "Nga Tumanako"
- Repair of window frames and door frames
- Maintenance and replacement of specific chattels including the ponga fence that surrounds the Marae complex.

We hope that this application receives your utmost attention and takes into consideration the value the Waitakere community places on having such an accessible facility as Hoani Waititi Marae.

We will make a separate application to Council through the Annual Plan process for Council to consider some level of ongoing fund for this maintenance. This letter however, only seeks your assistance for this year.

Should this request of financial assistance be given favourable consideration, we will provide Waitakere City Council with the requisite breakdown of costs associated for works required.

In summary, we have built a community facility to be used by the public at large in the manner of the community hall facilities. We did so in accord with the respective Mayors of our West Auckland cities as part of the Community Service Programme. Unlike Council however, we receive no contribution from the general public to help maintain our facility. It is with this in mind that we now approach Council to help us maintain this facility in first class condition for use by the public.

I look forward to speaking in person to the full Council on Monday 10th March.

Kati ake ra

Na Dr Pita R Sharples *M.P. CBE, Ph.D., MA., Dip.Tchg, J.P., T.T., T.H.*
Trustee
Hoani Waititi Marae Trust

PP. 

Appendix A: Comparison of Options against Price Paths and Key Financial Indicators

Overall the Guarantee enables the price increases to be smoothed out over a longer term and provides the lowest average percentage price increase per annum for water and wastewater.

Table 1: Percentage change in revenue requirement for wastewater

Year	Option 1: Base case	Option 2: Hybrid-equity	Options 3 & 4: Guarantee or central borrowing service
2008/09	46.50%	34.00%	17.50%
2009/10	16.50%	19.00%	15.00%
2010/11	0.00%	3.00%	3.00%
2011/12	0.00%	0.00%	2.00%
2012/13	0.00%	3.00%	2.00%
2013/14	3.00%	10.00%	9.00%
2014/15	17.00%	11.00%	11.00%
2015/16	9.00%	9.00%	11.00%
2016/17	2.00%	8.00%	9.00%
2017/18	2.00%	2.00%	7.00%

Table 2: Percentage change in unit price for water

Year	Option 1: Base case	Option 2: Hybrid-equity	Options 3 & 4: Guarantee or central borrowing service
2008/09	30.00%	18.00%	13.00%
2009/10	12.00%	10.00%	7.00%
2010/11	3.00%	9.00%	5.00%
2011/12	3.00%	10.00%	3.00%
2012/13	3.00%	10.00%	8.00%
2013/14	9.00%	13.00%	11.00%
2014/15	12.00%	13.00%	12.00%
2015/16	12.00%	10.00%	9.00%
2016/17	12.00%	2.00%	10.00%
2017/18	2.00%	0.00%	4.00%

Overall the Guarantee option will result in lower revenue required by Watercare from the LNOs due to the removal of the credit rating requirement. This will have a flow on effect of reducing Watercare's tax expense over the long term. Both of these factors, plus the lower cost of debt as a result of leveraging off Auckland City Council's credit rating will contribute to lower price increases for water and wastewater.

Indicator	Option 1: Base case	Option 2: Hybrid-equity	Options 3 & 4: Guarantee or central borrowing service
LNO revenue requirement - overall - 10yr (\$m)	2,860.60	2,891.80	2,487.90
LNO revenue requirement - water - 10yr (\$m)	1,167.50	1,195.70	1,019.70
LNO revenue requirement - wastewater - 10yr (\$m)	1,693.10	1,696.10	1,468.20
Average price increase pa (compounded) - water - 10yr (%)	9.5	9.39	8.15
Average revenue increase pa (compounded) - wastewater - 10yr (%)	8.8	9.49	8.50
Price increase 2008/09 - water (%)	30.0	18.0	13.0
Price increase 2008/09 - wastewater (%)	46.5	34.0	17.50
Net surplus after tax - overall - 10yr (\$m)	453.0	445.10	106.30
Current tax expense - 10yr (\$m)	167.50	171.60	18.9

Notes on tables and figures

- Figures are based on scenarios modelled by Watercare – all amounts and percentages include inflation.
- Watercare notes the price path proposed for the last nine years is indicative only and will change each year.
- Ten-year figures in the Table 3 refer to the period 2008/09 to 2017/18

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Appendix B: Financial Information Specific to Waitakere City Council

FINANCIAL IMPACT OF THE GUARANTEE ON WCC	2008/09 (\$M)	2009/10 (\$M)	2010/11 (\$M)	2011/12 (\$M)	2012/13 (\$M)	2013/14 (\$M)	2014/15 (\$M)	2015/16 (\$M)	Total (\$M)
Watercare LNO revenue requirement - water (hybrid-equity)	72.02	80.01	88.09	97.86	108.73	124.09	141.62	157.44	869.86
Watercare LNO revenue requirement - water (guarantee)	68.99	74.56	79.07	82.26	89.73	100.59	113.79	125.35	734.35
Reduction (all LNOs)	3.03	5.45	9.01	15.61	19.00	23.50	27.83	32.09	135.51
WCC reduced expense - water	6.38	0.71	1.17	2.03	2.47	3.05	3.62	4.17	17.62
Watercare LNO revenue requirement- w/water (hybrid-equity)	119.61	142.34	146.61	146.61	151.01	166.11	184.38	200.97	1,257.62
Watercare LNO revenue requirement - w/water (guarantee)	104.88	120.62	124.23	126.72	129.25	140.89	156.38	173.59	1,076.56
Reduction (all LNOs)	14.73	21.72	22.37	19.89	21.75	25.22	27.99	27.39	181.07
WCC reduced expense - w/water	2.35	3.43	3.58	3.18	3.48	4.04	4.48	4.38	25.97
Total Watercare LNO revenue requirement - overall (hybrid-equity)	191.63	222.35	234.69	244.47	259.73	290.20	326.00	358.41	2,127.49
Total Watercare LNO revenue requirement - overall (guarantee)	173.88	195.18	203.31	208.98	218.98	241.48	270.18	298.93	1,810.91
Total Reduction (all LNOs)	17.75	27.17	31.39	35.49	40.75	48.72	55.83	59.48	316.58
WCC reduced expense - overall	2.75	4.18	4.75	5.21	5.96	7.09	8.16	8.55	45.59
WCC reduced expense as % of overall reduction	15.49	15.40	15.14	14.68	14.60	14.55	14.50	14.38	17.48
WCC water revenue	21.24	22.47	23.70	24.92	26.13	27.35	28.53	29.78	204.12
WCC reduced water expense as % of water revenue	2%	3%	5%	8%	9%	11%	13%	14%	9%
WCC rates	131.93	143.58	156.90	171.43	187.04	203.97	222.62	242.40	1,459.87
WCC reduced w/water expense as % of rates	1.79%	2.42%	2.28%	1.86%	1.86%	1.98%	2.01%	1.84%	1.98%
Watercare debt (guarantee)	574.02	626.40	668.73	692.61	765.49	917.76	1,067.07	1,168.29	
WCC guarantee liability	95.29	103.98	111.01	114.97	127.87	152.35	177.13	193.94	
WCC increased funding costs	0.13	0.10	0.11	0.08	0.05	0.03	0.04	0.01	0.55
WCC guarantee fee income	0.08	0.08	0.09	0.09	0.10	0.12	0.14	0.16	0.86

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WCC - net cost of guarantee	0.05	0.02	0.02	0.02	-0.01	-0.05	-0.09	-0.10	-0.15	-0.31
Percentage in unit price for water (hybrid-equity)	18.00%	10.00%	9.00%	10.00%	10.00%	10.00%	13.00%	13.00%	10.00%	
Percentage in unit price for water (guarantee)	13.00%	7.00%	5.00%	3.00%	3.00%	8.00%	11.00%	12.00%	9.00%	
Percentage change in revenue required for w/water (hybrid-equity)	34.00%	19.00%	3.00%	0.00%	0.00%	3.00%	10.00%	11.00%	9.00%	
Percentage change in revenue required for w/water (guarantee)	17.50%	15.00%	3.00%	2.00%	2.00%	2.00%	9.00%	11.00%	11.00%	

Notes:

- Hybrid-equity = hybrid equity scenario with FFO of 3.5 and margin of 175 basis points - figures provided by Watercare
- Guarantee = shareholder guarantee scenario with FFO of 2.5 - figures provided by Watercare
- WCC reduced expense - water based on Waikare DC's 2006/07 portion of Watercare LNO revenue requirement (13%) - figure provided by Watercare
- WCC reduced expense - w/water based on Waikare DC's 2006/07 portion of Watercare LNO revenue requirement (16%) - figure provided by Watercare
- Figures for WCC rates and debt provided up to and including 2015/16
- WCC Water revenue based on 2006/16 L.TCCP cashflow
- Figures for Watercare debt provided by Watercare based on shareholder guarantee scenario with FFO of 2.5
- WCC guarantee liability based on proportionate share of Watercare debt at 16.7 per cent shareholding
- WCC guarantee liability based on proportionate share of Watercare debt at 16.7 per cent shareholding
- WCC increased funding costs based on 0.10 per cent of WCC (including current cover leaving residual exposure) - calculated by WCC Treasury
- WCC guarantee fee income based on 0.08 per cent of WCC guarantee liability

18/11

**MINUTES OF A MEETING OF THE TENDERS SUBCOMMITTEE HELD AT WAITAKERE
CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE,
ON FRIDAY, 8 FEBRUARY 2008, COMMENCING AT 9.00 AM**

PRESENT:

Councillors RI Clow (Chairman)
JM Clews, QSO, JP (Deputy Chairman) (from 9.03 am)
WW Flaunty, QSM, JP

Acting Director: Corporate & Civic Services
Director: Strategic Performance
Director: Strategic Planning
Director: Public Affairs
Director: Finance

IN ATTENDANCE:

Group Manager: Project Services
Human Resources Manager
Manager Contracts and Quality
Information Manager
Project Engineer: Contracts Engineer
Transport Engineer: Transport Assets
Projects Services: Engineer Roading
Democracy and Governance Team Manager: O Schuster

1 APOLOGIES

76/2008

MOVED by Cr Flaunty, seconded J Johnson:

That apologies from H O'Rourke and J Dragicevich for absence and Cr Clews for lateness be received and sustained.

CARRIED

2 URGENT BUSINESS

There was no Urgent Business.

9.03 am Cr Clews entered the meeting.

3 CONFLICTS OF INTEREST

Elected Members were reminded via the agenda, of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have.

A186

4 CONFIRMATION OF MINUTES

77/2008

MOVED by Cr Flaunty, seconded A Pollock:

That the minutes of the Meeting of the Tenders Subcommittee held on Friday, 25 January 2008, as circulated, be taken as read and now be confirmed.

CARRIED

DECLARATION OF INTEREST

9.05 am Cr Flaunty declared an interest and withdrew from table and took no part in the debate or decision on the Contract No. TA07027A - Don Buck Road / Red Hills Road Roundabout Construction.

5 CONTRACT NO. TA07027A - DON BUCK ROAD / RED HILLS ROAD ROUNDABOUT CONSTRUCTION

78/2008

MOVED by Cr Clow, seconded S Bidrose:

1. That the Contract No. TA07027A - Don Buck Road / Red Hills Road Roundabout Construction report be received.
2. That the tender from HEB Smithbridge Limited for Contract No. TA07027A - Don Buck Road / Red Hills Road Roundabout Construction in the sum of \$401,039.29 plus \$50,129.91 GST, totalling \$451,169.20 be accepted.
3. That authority to enter into Contract No. TA07027A - Don Buck Road / Red Hills Road Roundabout Construction on behalf of Council be delegated to the Group Manager: Asset Management.

CARRIED

9.07 am Cr Flaunty returned to the table.

6 CONTRACT NO. TA06056C - TRIANGLE ROAD SLIP RETAINING WALL AND TOE SUPPORT

79/2008

MOVED by Cr Flaunty, seconded Cr Clews:

1. That the Contract No. TA06056C - Triangle Road Slip Retaining Wall and Toe Support report be received.
2. That the tender from H & H Contractors Limited for Contract No. TA06056C - Triangle Road Slip Retaining Wall and Toe Support in the sum of \$405,228.00 plus \$50,653.50 GST, totalling \$455,881.50 be accepted.
3. That authority to enter into Contract No. TA06056C - Triangle Road Slip Retaining Wall and Toe Support on behalf of Council be delegated to the Group Manager: Project Services.

CARRIED

A187

7 CONTRACT NO. CM07002B - WAIKUMETE CEMETERY BURIAL DEVELOPMENTS 2007/2008

80/2008

MOVED by Cr Clews, seconded A Pollock:

1. That the Contract No. CM07002B - Waikumete Cemetery Burial Developments 2007/2008 report be received.
2. That the tender from H&H Contractors Limited for Contract No. CM07002B - Waikumete Cemetery Burial Developments 2007/2008 in the sum of \$ 185,853.20 plus \$ 23,231.65 GST, totalling \$ 209,084.85 be accepted.
3. That the tender for CM07002B - Waikumete Cemetery Burial Developments 2007/2008 be awarded to other than the lowest priced tender, because the weighted attributes tender evaluation method requires the tendering authority to enter into a contract only with the tender that scores the highest overall index.
4. That authority to enter into Contract No. CM07002B - Waikumete Cemetery Burial Developments 2007/2008 on behalf of Council be delegated to the Group Manager: Project Services.

CARRIED

8 CONTRACT NO. EW07002F - WASTEWATER UPGRADE 137 UNIVERSAL DRIVE TO 23 DAYTONA ROAD

81/2008

MOVED by W Thomas, seconded S Bidrose:

1. That the Contract No. EW07002F - Wastewater Upgrade 137 Universal Drive to 23 Daytona Road report be received.
2. That the tender from Excell Corporation Limited for Contract No. EW07002F - Wastewater Upgrade 137 Universal Drive to 23 Daytona Road in the sum of \$618,162.50 plus \$77,270.31 GST, totalling \$695,432.81 be accepted.
3. That authority to enter into Contract No. EW07002F - Wastewater Upgrade 137 Universal Drive to 23 Daytona Road be delegated to Group Manager: Project Services.

CARRIED

DECLARATION OF INTEREST

9.15 am J Johnston declared an interest and withdrew from table and took no part in the debate or decision on the Contract No. CCIM06193A - Advertising Services.

9 CONTRACT NO. CCIM06193A - ADVERTISING SERVICES

82/2008

MOVED by Cr Clews, seconded Cr Flaunty:

1. That Contract No. CCIM06193A - Advertising Services report be received.

A188

2. That the tender from Adcorp New Zealand Limited for Contract No. CCIM06193A - Advertising Services in the sum of \$422,580.00 plus \$52,822.50 GST totalling \$475,402.50 be accepted.
3. That the commitment to the 2008/2009 financial year for Contract No. CCIM06193A - Advertising Services in the sum of \$298,292 plus \$37,286.50 GST totalling \$335,578.50 be approved.
4. That the Acting Director: Corporate & Civic Services be delegated authority to enter into Contract No. CCIM06193A - Advertising Services on behalf of Council.

CARRIED

9.17 am J Johnston returned to the table.

9.18 am The Chairman thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT A MEETING OF THE TENDERS
SUBCOMMITTEE HELD ON

DATE:.....

CHAIRMAN:.....

A189

**MINUTES OF A MEETING OF THE TENDERS SUBCOMMITTEE HELD AT WAITAKERE
CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON FRIDAY, 22 FEBRUARY 2008,
COMMENCING AT 9.01 AM**

PRESENT: Councillors Ri Clow (Chairman)
JM Clews, QSO, JP (Deputy Chairman)
WW Flaunty, QSM, JP
Acting Director: Corporate & Civic Services
Director: Public Affairs
Director: Finance

IN ATTENDANCE: Senior Engineer: Special Projects
Principal Engineer
Committee Secretary: D Tukutama

1 APOLOGIES

176/2008

MOVED by Cr Clow, seconded Cr Clews:

That apologies from H O'Rourke, J Dragicevich, S Bidrose and G Campbell for absence, be received and sustained.

CARRIED

2 URGENT BUSINESS

There was no Urgent Business.

3 CONFLICTS OF INTEREST

Elected Members were reminded via the agenda, of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have.

4 CONFIRMATION OF MINUTES

177/2008

MOVED by Cr Flaunty, seconded Cr Clews:

That the minutes of the Meeting of the Tenders Subcommittee held on Friday, 8 February 2008, as circulated, be taken as read and now be confirmed.

CARRIED

A190

5 CONTRACT NO. TA07017B - GREAT NORTH ROAD: SABULITE ROAD TO NO. 4175 REHABILITATION

178/2008

MOVED by Cr Flaunty, seconded Cr Clews:

1. That the Contract No. TA07017B - Great North Road: Sabulite Road to No. 4175 Rehabilitation report be received.
2. That the tender from Blacktop Construction Limited for Contract No. TA07017B - Great North Road: Great North Road: Sabulite Road to No. 4175 Rehabilitation in the sum of \$746,195.70 plus \$93,274.46 GST, totalling \$839,470.16 be accepted.
3. That authority to enter into Contract No. TA07017B - Great North Road: Sabulite Road to No. 4175 Rehabilitation on behalf of Council be delegated to the Group Manager: Project Services.

CARRIED

6 CONTRACT NO. SP06005F - HENDERSON TOWN CENTRE - GREAT NORTH ROAD STREETSCAPE AND ROADING UPGRADE - CONFIRMATION OF AWARD

179/2008

MOVED by Cr Clews, seconded Cr Clow:

1. That the Contract No. SP06005F - Henderson Town Centre - Great North Road Streetscape and Roding Upgrade - Confirmation of Award report be received.
2. That Contract No. SWP0600SF - Henderson Town Centre - Great North Road Streetscape and Roding Upgrade - Confirmation of Award and the attachments to the agenda report as, Contract No. SWP060 was incorrect in both instances, be replaced with Contract No. SP0600SF - Henderson Town Centre - Great North Road Streetscape and Roding Upgrade - Confirmation of Award.

CARRIED

9.05 am

Chairman thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT A MEETING OF THE TENDERS
SUBCOMMITTEE HELD ON

DATE:.....

CHAIRMAN:.....

A191