



**AGENDA FOR AN ORDINARY MEETING OF THE PROJECTS SPECIAL COMMITTEE  
TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,  
WAITAKERE CITY, ON WEDNESDAY, 2 JULY 2003  
COMMENCING AT 9.30 AM.**

---

**TABLE OF CONTENTS**

<b><u>ITEM</u></b>		<b><u>PAGE NO.</u></b>
1	<b>APOLOGIES</b>	1
2	<b>URGENT BUSINESS</b>	1
3	<b>CONFIRMATION OF MINUTES</b>	1
4	<b>PRESENTATION</b>	2
5	<b>UPDATE ON MASSEY LEISURE CENTRE AND LIBRARY - PROPOSED CAFÉ</b>	2
6	<b>CLARK HOUSE</b>	4
7	<b>ARTS EVENTS</b>	6

**AGENDA FOR AN ORDINARY MEETING OF THE PROJECTS SPECIAL COMMITTEE  
TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,  
WAITAKERE CITY, ON WEDNESDAY, 2 JULY 2003  
COMMENCING AT 9.30 AM.**

---

**1 APOLOGIES**



**2 URGENT BUSINESS**

Section 46A(7) and (7A) of the Local Government Official Information Act 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 item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Committee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

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



**3 CONFIRMATION OF MINUTES**

Ordinary - Wednesday, 4 June 2003

**RECOMMENDATION**

That the minutes of the Ordinary Meeting of the Projects Special Committee held on Wednesday, 4 June 2003, as circulated, be taken as read and now be confirmed.



#### 4 **PRESENTATION**

Director: City Services, or his representative, will make a presentation on the West Wave Aquatic Centre and associated issues.



#### 5 **UPDATE ON MASSEY LEISURE CENTRE AND LIBRARY - PROPOSED CAFÉ**

##### **PURPOSE OF THE REPORT**

The purpose of this report is to update the Projects Special Committee on the progress of the Massey Leisure Centre and Library - Proposed Café, and to seek approval for the proposed way forward.

##### **BACKGROUND**

The Massey Leisure Centre and Library involved the construction of a library and associated works adjacent to the existing Leisure Centre at 525 Don Buck Road, Massey. It was envisaged that a Café would be built on the site to serve the users of the Leisure Centre and Library. However, this was not included in the original construction brief as it was deemed appropriate to wait until the library was up and running, and to obtain a firm commitment from a leasee before committing funds for the construction.

In 2001 a detailed Registration of Interest identified The Bakehouse Café as appropriate partners for operating the yet to be constructed Café. Following negotiations an understanding was agreed between the two parties, and the Council meeting of 18 April 2001 resolved:

- “1. That the information be received.
2. That approval be given to the Chief Executive, on behalf of the Council to execute a lease agreement with owners of the Bakehouse Café franchise, S & G Barayni, substantially in accordance with the terms detailed in this report.
3. That subject to the execution of the necessary documentation by the Chief Executive, on behalf of the Council:
  - (a) A loan of \$480,000 (or a lesser sum as determined by detailed design) be raised to fund the addition of a commercial Café to the Massey Leisure Centre in the 2001/2002 financial year.
  - (b) Approval be given to the Director: City Services to issue variations as necessary to the existing Contract 10221, Massey Leisure Centre Stage 2 Construction, for the construction of the Café.”

877/2001

A1-A4

Copy of the Council agenda item for 18 April 2001 is attached at pages A1 to A4.

Further negotiations were carried out with The Bakehouse Café to agree the final details of the lease conditions. Following the terrorist attacks on the World Trade Centre on 11 September 2001, the owners of The Bakehouse Café, having a strong business presence in the airline industry believed that new investment in the Massey Leisure Centre Stage 2 Café would be too risky at that time. All negotiations were subsequently concluded and the project was suspended.

As time has progressed it has been deemed appropriate to revive the project and ascertain market acceptance for construction / lease of the Café.

### **STRATEGIC CONTEXT**

The operation of a Café along-side the Massey Leisure Centre and Library facilities is seen to support a number of Councils strategic objectives. The promotion and encouragement of a high level of community use will ensure that, via these facilities, Council is able to further its commitments in respect of Life-Long learning, Safe City, Strong Communities and Urban and Rural Villages strategic platforms.

### **ISSUES**

The initial Registration of Interest was conducted in a very detailed manner, and items such as traffic counts on Don Buck Road were carried out to ascertain exposure and likelihood of patronage. All this information is still available, along with actual figures of use for the Massey Leisure Centre and Library, which has exceeded all expectations.

The proposed way forward is for a second Registration of Interest to be run in-house.

Some of the difficulties with the previous Registration of Interest were to do with the fact that Council was entering into new territory as a similar process of obtaining a lease for a yet to be constructed building had not been attempted before. This created delays and issues while items such as the expected lease value, the conditions of the lease agreement, and even the size and purpose of the Café were discussed.

With the previous process resolving many of the above issues Council is now able to approach a new Registration of Interest with the following key points determined:

- a draft lease document is available for perusal by interested parties;
- Council has set expectations of likely lease payments;
- size of the building (140 m<sup>2</sup>);
- draft footprint / floor plans to present to interested parties;
- identified list of items that are to be provided in the fit out by Council, and items that are to be provided by the operator / leasee.

It is expected that this knowledge along with experience gained through the process of establishing a Café lease for the West Wave Aquatic Centre, will fast track the process and weed out commercially unsustainable registrants.

If a suitable registrant can be found to lease the proposed Cafe, Council will be asked to approve the lease and construction of the café, and a partnership agreement and lease will be signed with the preferred registrant.

If no suitable registrant can be found then a proposal will be put to Council to run a smaller Café from the existing kitchen facility.

The final design of the Massey Leisure Centre and Library relied on the completed café as an important amenity component of the finalised facility. If the full café option does not proceed then an allied proposal to put the finishing touches to the site will be put forward. This will include landscaping and possibly installation of artwork to complete the complex, and form an important part of the prominent building aesthetics and streetscape for the corner of Don Buck Road and Westgate Drive.

## RESOURCES

The Registration of Interest process is expected to cost approx \$6,750 in Council staff time and disbursements. This cost will be tracked and accounted for against the Massey Stage 2 Café budget.

## CONCLUSION

It has always been envisaged that a Café would be built on the site of the Massey Leisure Centre and Library to serve the users of the Leisure Centre and Library.

Original negotiations with The Bakehouse Café foundered following the terrorist attacks on the World Trade Centre on 11 September 2001 as the owners of The Bakehouse Café have a strong business presence in the airline industry.

The proposed way forward is for a second Registration of Interest to be run.

If a suitable registrant can be found to lease the proposed Café Council will be asked to approve the lease and construction of the Café, and a partnership agreement and lease will be signed with the preferred registrant.

If no suitable registrant can be found then a proposal will be put to Council to run a smaller Café within the existing kitchen, and landscape the area where the original café was to have been situated.

## RECOMMENDATIONS

1. That the information be received.
2. That a Registration of Interest be run to ascertain market interest in operating a proposed café at the Massey Leisure Centre and Library.

Report prepared by: Suresh Nagaiya, Special Projects Engineer.



## 6 CLARK HOUSE

### PURPOSE OF THE REPORT

This report seeks to provide an update on the future of Clark House and the steps taken by Council to this point to ensure that it is available for heritage use.

### BACKGROUND

'Ngaroma', known as Clark House, is a Category 1 building under both the Waitakere District Plan and the Historic Places Trust. It is one of the most significant heritage buildings within the city, built of salt-glazed ceramic building blocks and with grand proportions. It is situated with a commanding view of the Waitemata Harbour above the area where the original brickworks were sited. It is in excellent condition.

It is currently owned and operated as a medical centre by the New Zealand Air Force. It is expected that the house will be vacated sometime over the next few years as the Air Force withdraws from the Whenuapai Base.

A New Zealand Ceramics Heritage Trust has been in existence for some years. This trust was formed with the express intention of securing Clark House when it became available and to establish a National Ceramics Museum. The trust has the support of Sir Tom Clark. The work and intentions of this trust have also been supported by the Mayor through the Mayoral Report (December 2002).

A visit to Clark House by Sir James Fletcher and Hugh Fletcher was hosted by the Mayor earlier this year. On that visit discussion was held on the eventual location of the Fletcher Ceramics collection. This collection contains the winning objects from the entire history of the Fletcher Ceramic Awards and is, therefore, an invaluable reflection of the history of modern ceramic art in New Zealand. It was informally agreed that this collection would be available if Clark House were to be secured as a national ceramics museum.

Progress from this point is dependent on the schedule for withdrawal of the Air Force Medical Centre.

Officers are in communication with the Heritage Ceramics Trust and Council will be kept informed of progress.

### **STRATEGIC CONTEXT**

The acquisition of Clark House as a heritage site is consistent with Council's support of heritage, arts and cultural activity and cultural tourism. It is listed in the Arts And Cultural Strategy as a significant heritage site and is a Category 1 listing in the Waitakere District Plan.

### **ISSUES**

- There are other significant ceramics collections, both in private ownership and held by the Auckland Museum. Discussions have indicated that there is some support for a collection to be held in New Lynn. No site has been identified for this possibility at this time;
- The city has a number of significant ceramic heritage sites. It would be advisable for any planning for the development of Clark House to take into account the bigger picture of ceramics history in the region.

### **RESOURCES**

There are currently no Council resources allocated to this project.

### **CONCLUSION**

The future in regard to Clark House is dependent on the withdrawal of the NZ Air Force from the site. The NZ Ceramics Heritage Trust has positioned itself to take action when this occurs and to work towards the setting up of a national ceramics museum. Council is monitoring this situation and has offered support for the intentions of the trust.

### **RECOMMENDATION**

That the information be received.

Report prepared by: Naomi McCleary, Manager: Arts.



## 7 ARTS EVENTS

### **PURPOSE OF THE REPORT**

This report seeks to update the Projects Special Committee on progress on Waitakere City Council's major arts events; the Trash to Fashion® Awards, the Going West Books and Writers Festival, Pacifica Living Arts and Matariki.

### **BACKGROUND**

Both Trash to Fashion® and Going West are into their eighth year of production. Each event has created a particular audience and a unique cultural identity, which is clearly attached to the Waitakere City (Eco-city) vision. Pacifica Living Arts is also an established event with a strong focus on cultural workshops for school age children. Matariki is an emerging mid-winter festival celebrating the Maori New Year. It has been growing in significance in other parts of the country and, this year, Waitakere is presenting a series of events. It is expected that Matariki will grow into a major event.

Going West will take place from 12 to 21 September 2003, Trash to Fashion® on the 31 October and 1 November 2003, Pacifica Living Arts from 13 to 19 September 2003 and Matariki over the months of June and July.

Trash to Fashion® has been presented as a partnership between Council and Keep Waitakere Beautiful, who generated the original 'Trash to Fashion' event. This year the presenting partnership has been extended to include the two licensing trusts (Waitakere and Portage Licensing Trusts). This has been done to acknowledge the major financial contribution made by the trusts and to allow for a major corporate to come in as a Premier Sponsor. For the first time in its history sponsors are seeking out this event and we have committed to a premier sponsorship contract with Toyota. Toyota wish to combine this with the launch of the first hybrid car to go on the market in New Zealand. Their sponsorship contributes cash plus the use of a hybrid car for the project from 1 July 2003 to the end of the year. The environmental policies of this sponsor are very compatible with those of the Eco-city and of this event.

Along with a raft of other willing sponsors it is clear that Trash to Fashion® can deliver another excellent event for the city and meet its budget demands.

This year it is intended to extend the show by one performance (a matinee on Saturday, 1 November 2003).

There is a raft of supporting events, which are generated with partner organisations. For 2003 this will include workshops at both Lopdell House Gallery and Corban Estate Arts Centre, an exhibition of the winning entries at Corban's and a presence at the NZ Fashion Week prior to the show. There is also promotion of the Waste Minimisation Learning Centre at the Solid Waste Refuse Station and of Keep Waitakere Beautiful. A video, aimed at primary and intermediate students, has been developed in partnership with AUT to promote Trash to Fashion, the workshop process and the Learning Centre. This is being made available to schools in the wider Auckland region at cost.

Publicity calling for entries is out in the public domain and response is already very strong. The first ever overseas entry has been received from the United States.

Going West is on target to deliver another successful festival. A grant has been confirmed from Creative New Zealand. This has increased from \$10,000 last year (to \$15,000) which includes \$5,000 to take a touring show of 'word-based presentations' to the High Schools within Waitakere City. The new event for late teens, Word Up, which was introduced last year, will continue, as will all the other components of the festival.

Douglas Pharmaceuticals is confirmed as a premier sponsorship again and other sponsorships are under negotiation. Details of these will be updated at the meeting.

Two elements of Going West have been included in the promotional brochure for the new Auckland Arts Festival (20 September to 11 October 2003). The StoryFest and the Steam Train Trip will be listed as 'other opportunities' for potential festival goers, not as core Arts Festival events. The entry will direct interested patrons back to Council's contact numbers. We hope that by doing this we will attract people to a wider involvement in Going West. The challenge posed by the Auckland Arts Festival is not a threat to our audiences but will impact on the access to editorial coverage in the media.

Over the past six months staff have begun the task of indexing and cataloguing the seven years of broadcast quality recordings that are held as part of the Going West archive. This is an extraordinary collection of presentations covering the whole history of this event. There is interest in this collection from both the Turnbull Library and Te Papa. It should also be held at, and accessible from, Henderson Library. Such collections are only of value when they are fully indexed. Radio New Zealand has also shown an interest in broadcasting some of this collection when it is completed over the next few months.

Pacifica Living Arts is presented by the Pacific Islands Advisory Board and is under new direction this year. Its timing, in the latter part of the year, away from the Auckland Pasifika Festival, will take pressure off the Pacific Island cultural groups and lessen the confusion that has existed in the public's mind in relation to the two festivals. This event is co-ordinated through the Strategic Group.

Council's role in the Matariki Festival this year has been to create a programme of related events. Some of these are directly organised and sponsored by the Arts Team; others are generated from outside Council but are being supported and publicised through a Matariki brochure. The series of events are modest at this stage, but the potential to grow this event is very clear.

## **STRATEGIC CONTEXT**

Council's Arts and Cultural Strategy identifies Trash to Fashion®, Going West and Pacifica Living Arts as key events in the City.

Council's commitment to 'flourishing arts precincts' and the cultural well being of the residents of the city is also supported by these events.

The wide audience demographic accessed by the events supports cultural tourism in the city.

## **ISSUES**

- Trash to Fashion® is proving to be very attractive to a wide range of potential sponsors. There is considerable competition from the Corporate Sector to be branded with this event. The cost to deliver the entire project is now sitting at around \$190,000;
- Going West is also growing in size and reputation. Sponsorship is more difficult to access for this event, but at this point there is sufficient interest to feel confident that the project can deliver on budget. The cost of Going West is approximately \$130,000;
- Pacifica Living Arts has a predicted budget of \$95,000;
- Matariki is delivering this year without dedicated budget. Staff time and administrative resources have been instrumental in achieving this.

## RESOURCES

Budget allocations for each of these events are identified in the 2002/2003 Annual Plan:

- Trash to Fashion® \$72,000
- Going West \$55,000
- Pacifica Living Arts \$50,000

The balance of the budgets is secured through sponsorships and ticket sales.

## CONCLUSION

Trash to Fashion®, Going West and Pacifica Living Arts have become flagship events for Waitakere City. They are associated with the wider ethos of the Eco-city and have developed high levels of professional presentation and particular and loyal audiences. Matariki has all the potential to join these events and to add to the unique tapestry of cultural celebration within the city.

All events are on target to deliver on time and to budget.

## RECOMMENDATION

That the information be received.

Report prepared by: Naomi McCleary, Manager: Arts.

