



**AGENDA FOR A MEETING OF THE WAIUKU/AWHITU
COMMUNITY BOARD TO BE HELD IN THE WAIUKU
COMMUNITY HALL, KING STREET, WAIUKU ON MONDAY
16 MARCH 2009 COMMENCING AT 4.30 PM.**

Board Members:

Mr W J Deed (Chairperson),
Mr D Lynch, Ms J Naysmith, Mr B Russell and Mrs J Wyatt.

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1. APOLOGIES

2. CONFIRMATION OF MINUTES OF THE WAIUKU/AWHITU COMMUNITY BOARD HELD ON MONDAY 16 FEBRUARY 2009:

Recommendation of Chief Executive:

That the minutes of the meeting of the Waiuku/Awhitu Community Board held on Monday 16 February 2009 be confirmed.

3. ELECTED MEMBERS REMUNERATION MODEL 2009/2010

Report of Group Manager: Corporate Services (File R525-03):

See Attachment 1.

For more information on this report, please call Sue O’Gorman, 237 1394.

Executive Summary

- The Remuneration Authority (RA) requires recommendations from Councils on the 2009/2010 remuneration for elected members by 1 April 2009.
- Council will be meeting on 26 March 2009 to confirm their preferred remuneration model. This leaves insufficient time for the Board to meet and formally agree to (or dissent) our Council’s recommendation.
- However, the continuing use of a now well established remuneration model (with salary weightings) by Council, means that the Board can reasonably anticipate a consistent outcome, so could, with conditions, provide that agreement in advance.
- This decision is not significant in terms of Council’s Significance Policy.

Background

The RA requires a recommendation on distribution of the indicative pool from Council by 1 April 2009. Council’s recommendation will be made at its meeting to be held on 26 March 2009. Unfortunately there is insufficient time for the Community Boards to fully consider the Council recommendation, and formally report agreement (or dissent) to the RA by 1 April 2009. This report recommends an approach of approval in advance with conditions.

The RA reviews the indicative pool available to each Council on an annual basis. Their review is based on population of the district, total cost of

operating the Council and the total assets managed by the Council. The RA also takes into account market trends in remuneration across the country. So increases in the pool available can be due to market remuneration drivers and/or growth in the district.

Assessment

The indicative pool supplied by the RA represents an average increase of 3.7% for the Franklin elected members (last year was 8.48%). The RA is recommending that Council's apply the increases even though there has been a lot of media and public interest in the remuneration of public officials. Their recommendation is attached (see Attachment 1).

Council has established a remuneration model for elected members which has been consistently applied for a number of years now, with only minor variations. In particular the salary weightings (which effect Community Board salaries) have remained unchanged leading to consistent increases for Councillors (except the Mayor and Deputy) and Board Members alike.

Conclusions

While it seems most likely that Council will continue to apply its well established model and salary weightings, it is possible that there could be some amendments made at the 26 March 2009 meeting.

The Board could sign-off on Council's anticipated remuneration recommendation, with conditions to ensure that there is no significant deviation from the model. For example the deviation from the established model is no more than +/- 5%.

This is a suggested solution for the 2009/2010 year, and is a one-off measure. In future a timely and full consideration by both Council and the Community Boards will be the goal.

Recommendation of Group Manager: Corporate Services:

- a. That the report be received.
- b. That given Council continues to apply the well established remuneration model (and salary weightings) to calculate a 2009/2010 year remuneration recommendation to the Remuneration Authority, the Waiuku/Awhitu Community Board authorises the Chairperson to sign-off the (unanimous) agreement of the Board, provided the Council recommendation does not deviate from the established model by more than +/- 5%.

4. WAIUKU WAR MEMORIAL TOWN HALL AND THEATRE

Report of Property Officer (File H075-WO2):

For more information on this report, please call Rob Wheeler 237 1300, ext 464.

Background

At its meeting on 16 June 2008 the Board considered a general report on the Waiuku War Memorial Hall and Theatre. The report covered such issues as current usage, capital expenditure, renewal budgets and some significant maintenance issues.

In addition, the report addressed the problem that had arisen with the development of the new Early Childhood Centre on land adjoining the Town Hall and the consequent loss of the emergency exit on the southern side of the Social Hall, leased by the Waiuku Theatre Group. At that time the Council was awaiting a report with recommendations from Architectural Design Consultants Limited on options for providing a new fire exit and for new direct access to the rear of the premises.

A further report on the problems with fire egress from the Social Hall was included in the report of the Chairman, to the meeting of the Board held on 18 August 2009, on the application by the Theatre Group for a refund of hall hire fees paid during its May 2008 production. The hall was used as a temporary fire exit during the playing of the production. These fees were subsequently refunded.

The architect's final scheme plans were eventually received by the Council in October 2008, costed and taken to a meeting arranged by the Board with members of the Theatre Group on 24 November 2008. The Board members present endorsed the recommendations of the architect, involving construction of a stepped access from Victoria Avenue to the rear of the Hall and a new emergency exit door at the back of the "Theatre". The Property Manager was directed to proceed with a Building Consent and to cost out any other issues arising from this consent process.

A number of other matters were discussed at the meeting, in terms of the total asset, including:

- storage for the Theatre group;
- ideas for enhancement of the Hall to encourage more use;
- better utilisation of space, eg removal of the obsolete ticket booths;
- external painting and signage;
- internal re-decoration;
- upgrade of the upstairs area;
- refurbishment of the kitchen area;
- provision of more meeting rooms;
- upgrading and bringing the two Honours Boards together; and
- the role of the Christian Fellowship.

Social Hall Upgrade

Following the Boards site meeting in November 2008 at the Hall, instructions were issued to the architect to proceed with the plans, reports

and specifications required to support our application for Building Consent. It was made clear at that time by the Architect that other agencies would be involved and that it would take time. A survey would be required to define the site and a Structural Engineer would need to be engaged to design the steps and new retaining wall. There was also a question over the extent of a fire report, i.e., current works or entire hall.

Unfortunately, this has taken longer than Council staff would have wished, with the usual “log jam” prior to Christmas and the closure of offices until well into January 2009. The Architect did not reopen his office until 19 January 2009.

On the Architects return, the writer arranged a meeting with the Manager, Building Services, to clarify the issue of a fire report. It was clear that a fire report for the entire building will be required. However, provided the report confirms that continuation for the time being of the status quo in the main hall is acceptable, the provisions of Section 112(2) of the Building Act 2004 would allow most of the following list of identified works to be deferred for the time being and allow the urgent works to the Social Hall to continue:

- Upgrade the fire alarm system to a monitored system with the installation of heat and smoke detectors.
- Replacement of the non-conforming balcony railing.
- Provision of a mobility lift to the stage.
- Improvements (minor) to the disabled toilet.
- Replacement of the stage curtains and drapes with fire retardant materials.
- Continuation of the ramp into the Social Hall (presently a step at the top of the ramp).
- Disabled toilet for the Social Hall.

The latter two above are being incorporated into the Building Consent.

On 23 January 2009, the architect provided the following timetable which contemplated lodgement of the Building Consent application at the end of February:

- Surveyor – complete site survey and prepare plan.
Completed by 4 February 2009.
- Architectural – site measure existing buildings, prepare floor plans, amend access plans as per surveyor’s site plan, forward to fire and structural engineers.
Completed by 5 February 2009.

- Structural Engineer – retaining wall design.
Completed by 13 February 2009.
- Fire Engineer – fire report.
Completed by 20 February 2009.
- Architectural – consent documents.
Completed by 27 February 2009.
- Submit Building Consent 28 February 2009.

Unfortunately the surveyors have let us down and their plans were not received by the Architect until the end of February 2009 thereby putting the whole process one month behind. It is now anticipated that the process will be completed by the end of March 2009.

At the time of writing this report the architect was incorporating the survey data and the provision of a disabled toilet into his plans, ready for submission to the Structural Engineer.

Waiuku Theatre Group

The 2009 production of the Waiuku Theatre Group opens on 16 April 2009. It is clear that it will not be possible to achieve completion of the works by that date given the present timetable for obtaining the Building Consent.

As soon as the Architects final plans and specifications have been completed, three quotations will be obtained for the work to enable construction to closely follow the issue of the Building Consent. This is likely to be mid-April 2009, the time the Groups production commences playing.

It is proposed that, to avoid disruption to the Theatre Groups activities, all initial work be confined to constructing the access from Victoria Avenue and then the work can shift to the building once the Theatre Group's production has ended.

It is further proposed that the temporary emergency exit, set-up for last years production as recommended by the Fire Engineer, be re-instated for this years production. This involved the use of the Town Hall stage and Hall exit and the Group has already booked the Hall for the time required.

It is recommended that the hall hire charges again be waived as occurred for the Group's performance in 2008.

The writer is meeting with the Group prior to the Board meeting to set these temporary arrangements in place and to explore options for further storage. It is clear that the proposed renovations to the Social Hall will have a detrimental effect on existing storage which is already stretched to capacity.

Main Hall Upgrade

While immediate emphasis needs to be given to the improvements to the Social Hall, the Main Hall is in urgent need of attention. A number of issues have been identified in terms of fire safety and disabled access and Board members have also developed a list of matters of concern, as detailed earlier in this report.

There are three matters of prime concern to Officers and it is proposed that work be undertaken this financial year to effect the desired improvements:

1. Upstairs windows – The steel-framed windows leading to the upstairs balcony area and those leading from the balcony on the western facade, are in need of attention and, in places, replacement.
2. Balcony – The balustrade is showing signs of corrosion and does not comply with the current building codes. The deck of the balcony and surrounding capping also require treatment. The flagpole needs repair.
3. The external western and northern facades need painting and the signage needs to be re-vitalised to raise the general physical appearance of the building.

There is also no absolute certainty that some or all of the remaining works listed earlier in the report may be a requirement of the Building Consent for the Social Hall project.

However, on the assumption that these works will not be required in the short term, the following process is recommended to the Board:

1. Work proceeds urgently with the improvements to the Social Hall and environs to provide access to the rear of the building, to upgrade the eastern façade and to provide compliance for the Social Hall.
2. Works proceed urgently with the repair and/or replacement of the upstairs windows and the upgrade of the balcony area with a view to the latter being in place by Anzac Day.
3. The western and southern facades be re-painted this financial year to lift the appearance of the building and the signage be upgraded.
4. The Property Manager obtain quotations for the upgrade of the fire alarm system with the intention that any funds remaining from the 2008/2009 Capital Fund for the Hall be applied to this work.
5. That an architect be engaged to consider and report on the general upgrade of the facility with all of those items identified by the Board Members as of concern, being included in the brief.

The advantage of (5) above is that such a report will give Officers and Board Members a basis upon which to develop the best design for the building to achieve optimum utilisation and meeting Community needs while maintaining the historical integrity of the building. It will also

provide the platform for financial planning to facilitate submissions by the Board to the Council's Long Term Council Community Plan (LTCCP).

To this end it is recommended that the services of Dave Pearson Architects Limited be engaged. Dave and his Team are heritage specialists and have been involved with the upgrades of the Pukekohe Town Hall (internal and external), and the Tuakau Town Hall and are currently involved with the Wesley Hall upgrade in Waiuku.

The overall strategy discussed by the Board with the Property Manager in August 2008, was that improvements be made to the current hall in an effort to improve usage before the future function of the building is determined, for example – disposal, re-location or significant alteration.

Financial

The present Capital Budget for the Hall is \$103,000 which includes money carried forward from the previous year.

Future budgets are as follows:

2010	-	\$35,000
2011	-	\$84,000
2012	-	\$55,000
2013	-	\$23,000
2014	-	\$ 3,000
2015	-	\$ 3,000

The present budget should be sufficient to cover the urgent works, loosely estimated as follows;

Social Hall	-	\$40,000
Windows	-	\$10,000
Balcony	-	\$ 8,000
Signage	-	\$ 2,000
Painting	-	<u>\$10,000</u>
		<u>\$70,000</u>

This should leave capacity for meeting the cost of the Architects report and at least commencing work on the fire alarm system.

Recommendation of Chairperson:

- a. That the report be received.
- b. That the Waiuku/Awhitu Community Board endorse the programme of works outlined in the report.
- c. That the Waiuku/Awhitu Community Board give consideration to making a submission to the Long Term Council Community Plan 2009-2019 process, to increase the capital budget for development in the 2009/2010 financial year, to be funded from the operating reserve.
- d. That the Waiuku/Awhitu Community Board approves the recommendation of Council's Property Officer, that the charges to be incurred in April 2009 by the Waiuku Theatre Group to hire the Waiuku War Memorial Hall during their Group's performances, be waived.

Approved	
Direct Support Officer	TC

5. SUNSET COAST BIG BAND

Report of Chairperson (File B150-13):

For more information on this report, please call Bill Deed, 235 9385.

At its meeting held on 15 December 2008 the Board considered the contribution the Sunset Coast Big Band makes to the wider Waiuku/Awhitu area and resolved as follows:

"That the Waiuku/Awhitu Community Board provides a one-off grant of \$300.00 to the Sunset Coast Big Band, funded from surplus Board reserves (Charge Account 10 03 02/3040), in recognition of the contribution the band makes, right across the Waiuku/Awhitu communities."

(Resolution Number WA/2008/12/6)

In particular this grant and a similar contribution from the Waiuku Business and Development Association was being made in connection with the bands performance for the 2008 Waiuku Christmas Parade. The Board's share was recommended at the \$300 level in error, \$350 being informally understood prior to the parade.

The Chairperson is requesting that this misunderstanding be rectified; that in good faith the Sunset Coast Big Band be rewarded with a further \$50.

Recommendation of Chairperson:

- a. That the report be received.
- b. That the Waiuku/Awhitu Community Board provides a further one-off grant of \$50 to the Sunset Coast Big Band, funded from surplus Board reserves (Charge Account 10 03 02/3040), in recognition of the contribution the band makes in the area, the Waiuku Christmas Parade in particular.

Approved	
Peer Reviewer	SO
Direct Support Officer	TC

6. DRAFT LONG TERM COUNCIL COMMUNITY PLAN 2009-2019 – BOARD SUBMISSIONS

Report of Chairperson (File L500-02-03):

For more information on this report, please call Terry Coley, 237 1300 ext 405.

Section 52 of the Local Government Act 2002 includes as ‘roles’ that Community Boards “prepare an annual submission to the territorial authority for expenditure within the community” and “communicate with community organisations and special interest groups within the community.”

It will be recalled that Group Manager: Strategic, Ms Cathy Kenkel outlined the preparations for this years Long Term Council Community Plan 2009-2019 (LTCCP) and conducted a prioritising exercise with Board members, at the time of the 15 September 2008 Board meeting. The situation now is that the draft LTCCP should be approved by Council (after this meeting) on 19 March 2009, and will remain open for submissions until 1 May 2009. Board submissions will therefore need to be developed for inclusion in the 20 April 2009 Board Meeting agenda, the deadline for which is 8 April 2009.

It is proposed that the members gather community input and feed-back in preparation for a LTCCP submission workshop to be held prior to 8 April 2009. A schedule of the resident and ratepayer LTCCP meetings will be tabled at this meeting.

Recommendation of Chairperson:

- a. That the report be received.
- b. That the Waiuku/Awhitu Community Board conducts a workshop on to formulate submissions to the draft Long Term Council Community Plan 2009-2019.

7. POSITIVE AGING STRATEGY - FRANKLIN

Report of Chairperson (File S525-01):

For more information on this report, please call Bill Deed, 235 9385.

Following a presentation on Positive Aging Strategies and the request by presenter Mr Chris Stabler that the Board participate in the Franklin Integration Project – “Pulling Together With Older People,” the Board at its 16 February 2009 meeting resolved as follows:

“That the Waiuku/Awhitu Community Board defers appointing members to represent the Board on the Franklin Integration Project - ‘Pulling Together With Older People’, until the Boards 16 March 2009 meeting.”

(Resolution Number W/2009/2/7)

This action was taken to accommodate members unable to attend the February 2009 meeting, and should now be addressed. Note: Board Member Lynch is arranging for Council’s Activity and Monitoring Committee to also consider Mr Stabler’s presentation, so it will probably be unnecessary for the Board to seek Council’s involvement.

Recommendations of Chairperson:

- a. That the report be received.
- b. That the Waiuku/Awhitu Community Board appoints Board Membersand to represent the Board on the Franklin Integration Project - ‘Pulling Together With Older People’, and requests that at a suitable time, these representatives recommend an appropriate Council involvement, through the Board.

Approved	
Peer Reviewer	SO
Direct Support Officer	TC

8. LADY JANE FRANKLIN AND THE DISTRICT THAT BEARS HER NAME

Report of Chairperson (File C900-01):

For more information on this report, please call Bill Deed, 235 9385.

On the basis of a report from the Chairperson and the Parks Officer: Community Facilities, the Board, at its 16 February 2009 meeting resolved as follows:

“That the Waiuku/Awhitu Community Board and Council proceed with the process to re-name the Waiuku Botanic Reserve the Lady Jane Franklin Botanic Reserve, Waiuku, as proposed in the Officers report.

That the Waiuku/Awhitu Community Board and Council Parks Officer's work with Mr Ernie Alexander of the Franklin Historical Society to capture the history of Lady Jane Franklin's visit, to support the process to rename the Waiuku Botanic Reserve."

(Resolution Number WA/2009/2/10)

The Officer's report suggested early consultation with local iwi. The Chairperson has contacted Ngati te Ata seeking discussions and will report verbally on any developments, at this meeting.

Recommendations of Chairperson:

- a. That the report be received.

Approved	
Peer Reviewer	*
Direct Support Officer	*

9. WAIUKU ANZAC DAY SERVICE 2009

Report of Chairperson (File F225-03):

For more information on this report, please call Bill Deed, 235 9385.

The Chairperson will provide a verbal update on the final arrangements for the Waiuku ANZAC Day Service 2009.

Recommendations of Chairperson:

- a. That the report be received.

Approved	
Peer Reviewer	*
Direct Support Officer	*

10. WAIUKU/HAMILTON ESTATE MINI HALL - COMMITTEE

Report of Chairperson (File H075-H01):

For more information on this report, please call Bill Deed, 235 9385.

At its meeting held on 16 February 2009 the Board received a report on the passing of ownership of the Hamilton Estate Mini Hall from the Auckland Rugby League Association to Council, and resolved as follows:

"That subject to finalisation of the transfer documentation the Waiuku/Awhitu Community Board hosts a community meeting at the Hamilton Drive Mini Hall on Wednesday 4 March 2009 at 7.30 pm, with a view to establishing a community committee to administer the Mini Hall, when vested in Council by the Auckland Rugby League Association."

(Resolution Number WA/2009/2/11).

The Chairperson will provide a verbal update on the community meeting held on Wednesday 4 March 2009.

Recommendations of Chairperson:

- a. That the report be received.

Approved	
Peer Reviewer	*
Direct Support Officer	*

S Davis
CHIEF EXECUTIVE