

COUNCIL 27. 3. 2014

**COMMUNITY COMMITTEE
11 MARCH 2014**

**A meeting of the Community Committee
was held in the No. 1 Committee Room
on 11 March 2014 at 9.04am**

PRESENT: Councillor Yani Johanson (Chairperson)
Councillors Ali Jones (Deputy Chairperson)
Deputy Mayor Vicki Buck, Councillors Phil Clearwater, Jimmy Chen, Paul Lonsdale, Tim Scandrett, Andrew Turner

APOLOGIES: Councillor Paul Lonsdale left the meeting at 11.27am and was absent for clause 2 and part of clause 4.

The Committee reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

(1.) FACILITIES REBUILD PROGRAMME – MONTHLY STATUS UPDATE

		Contact	Contact Details
General Manager responsible:	General Manager Community Services,		
Officer responsible:	Facilities Rebuild Portfolio Manager	YES	Darren Moses, 941 8948
Author:	Darren Moses		

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 To provide a monthly update to the Council on activities and progress with the Facilities Rebuild Programme (FRP). Note that this is for the community facilities and that the Social Housing component of the portfolio is reported separately to the Housing Committee.

2. EXECUTIVE SUMMARY

- 2.1 Following the 2010-2011 Canterbury earthquakes, the Council embarked on a major programme to look at the future of the 1600 residential and non-residential buildings it owns. Of these, approximately 600 buildings are Social Housing, leaving approximately 1000 buildings for this Committee to consider. The Facilities Rebuild Plan provides a framework for decision making about the work that will be carried out on all the buildings in the programme.
- 2.2 In September 2012, the Council identified the TOP 30 priority facilities for funding, further investigations and, where possible, repairs. Repairs have already been completed on some of these buildings but also on facilities that are not in the Top 30. A status update on those projects prioritised into the Top 30 can be found in **Attachment 1**.
- 2.3 This information report provides a monthly programme update on some key FRP activities for reporting from January 2014 to mid February 2014.
- 2.4 The current building occupancy status of the portfolio is shown below in diagram 1.

(1.) Cont'd

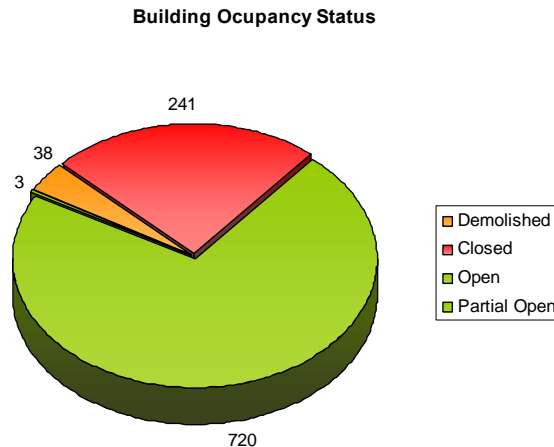


diagram 1: FRP portfolio occupancy status

3. BACKGROUND

- 3.1 The team are currently working on three work packages from the prioritised work programme. This comprises 107 buildings. A programme dashboard, including TOP 30 Work Package 1, Work Package 2 (WP2) and Work Package 3 (WP3) can be found in **Attachment 3**.
- 3.2 The programme is focused on ensuring that the team are targeting resources on getting closed buildings open and demolished facilities rebuilt as a first priority. This will align with the expectations of our community. Over time, all the open buildings in the programme will require an insurance claim and minor repairs completed and these will be progressed as a second priority.
- 3.3. A full summary of those buildings in the Heritage category of the programme can be found in **Attachment 2** and a programme dashboard, including TOP 30 Work Package 1, Work Package 2 (WP2) and Work Package 3 (WP3) can be found in **Attachment 3**.

4. COMMENT

- 4.1 Any decision on accepting insurance settlements will be bought back to the Council for approval.
- 4.2 Damage assessments for all Council facilities are on track to be completed by the end of this financial year.
- 4.3 Changes to the Council's building occupancy policy: The Committee of the Whole has recommended to the Council that the threshold for closing Council-owned buildings that have undergone a Detailed Engineering Evaluation (DEE) assessment should be revised. All non-residential buildings that are assessed as having a seismic capacity of less than 34 per cent of the New Building Standard (NBS) are currently closed following a Detailed Engineering Evaluation.

(1.) Cont'd

- 4.4 The Committee recommended that, in future, only buildings that are under 34 per cent of the NBS with significant damage should not be occupied. It also recommended that a specialist engineering panel should be set up to provide recommendations on the occupancy of Council buildings that are below 34 per cent of the NBS with a brittle collapse mechanism (defined as a part of a building which, on failure, could lead to a collapse). Buildings that fit into this category but are deemed fit to occupy by the engineering panel will also remain open.
- 4.5 If it is accepted at the Council meeting 27 February 2014, a review will be carried out on the 236 buildings that are currently closed to determine if they can re-open. The recommended change would bring the Council's policy more into line with advice from the Ministry of Building, Innovation and Employment and the approach from other large organisations.
- 4.6 Council has approved the building of a new Aranui Community Centre at 31 Hampshire Street. The project will now progress to the detailed design, consent, tender and construction of the project. The Wainoni Aranui Family Centre, which is currently on the Hampshire Street site, will be demolished to make way for the new community centre. The facility, which will include activity, meeting and office space, will cost an estimated \$5.9 million to build. It will replace the Wainoni Aranui Family Centre and the nearby demolished Aranui Community Hall in Breezes Road. The Christchurch Earthquake Appeal Trust has granted \$1 million towards the new facility, which includes a \$500,000 donation from an anonymous donor. Lions Club International will contribute \$450,000.
- 4.7 Work will start soon on the Scarborough Water Playground (formerly Scarborough paddling Pool) after the Hagley/Ferrymead Community Board gave the go-ahead to the final design.
- 4.8 At the meeting of 30 January, the Council approved that the historic Mona Vale Homestead in Riccarton and the Gaiety Hall in Akaroa will both be repaired and strengthened to 67 per cent of the New Building Standard. Repair and strengthening work is due to begin on both facilities in June/July this year. It is expected Gaiety Hall will re-open at the end of 2014, while Mona Vale Homestead will re-open at the end of 2015.
- 4.9 The Facilities Rebuild Team are working on increasing the visibility of projects by installing fence wrap and interpretation panels on a number of building sites. An example of this is shown below at the Sign of the Takahe.



5. FINANCIAL IMPLICATIONS

- 5.1 The building assessment work required to inform the Facilities Rebuild Plan is initially Opex funded by the Council, however, where a building's structure is damaged and a legitimate successful insurance claim is processed, the Council will recoup these costs from insurance as a legitimate policy entitlement.

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(1.) Cont'd

- 5.2. Where buildings have no damage, the full cost to bring a building up to code will be a cost to the Council. This is the case with most of the buildings on Banks Peninsula. The Council's Earthquake Prone Building Policy requires buildings to be strengthened to a target of 67 per cent NBS.
- 5.3 Funding for the repair and rebuild of buildings, which is a cost to the Council, is provided by way of the Infrastructure and Facilities Betterment allowance. The current balance of this fund is \$42 million. Applications to use this fund are made on a case by case basis with the approval of the Council. To date, the FRP projects have accessed 10 per cent of the total drawdown.

6. STAFF RECOMMENDATION

- 6.1 It is recommended that the Council receive the information in this report.

7. COMMITTEE RECOMMENDATION

- 7.1 That the staff recommendation be adopted.

(2.) SUPPLY OF SERVICES AGREEMENT

		Contact	Contact Details
General Manager responsible:	General Manager Public Affairs		
Officer responsible:	Marketing and Events Unit Manager	Y	941 8587 richard.stokes@ccc.govt.nz
Author:	Richard Stokes		

1. PURPOSE OF REPORT

- 1.1 To seek approval for the termination of the Supply of Services Agreement between Christchurch City Council and the World Buskers Festival Trust (WBF Trust). This would enable the WBF Trust to operate the Festival in line with the Trust Deed and the annual Statement of Intent agreed with the Council.
- 1.2 Inform Council of requests from the WBF Trust for funding certainty to support the festival through a period of transition of management staff and the transition of some of the festival content back to central city sites.

2. EXECUTIVE SUMMARY

- 2.1 The Council purchased the World Buskers Festival (WBF) in 2009 with a primary objective of ensuring that the Festival would not leave Christchurch. Financial and management structures were put in place including a new Charitable Trust - the World Buskers Festival Trust – as a Council Controlled Organisation to operate the Festival. Agreements for management services to be provided to the WBF Trust by Red Toad Ltd (Jodi Wright) and the Council were established with a view that responsibility for fully managing the WBF would be gradually handed over to the Council.
- 2.2 The WBF and the Council's events programme of work have increased in size and scope since the earthquakes of 2010 and 2011. With experience of operating the WBF during this period, both the World Buskers Festival Trust and Council's Marketing and Events management agree that a change to the management structure is required to effectively move the festival forward.

(2.) Cont'd

- 2.3 While the WBF has been successfully delivered through the 2010-14 period, the management structure has not supported the development of a cohesive, effective management team. Lessons learned during this period include:
- 2.3.1 The Festival needs increased management capacity than anticipated in 2009 - it must cover the increased scope of operations management, talent / creative management and financial / sponsorship management.
- 2.3.2 Succession planning and providing back up for key roles to reduce risk to delivery of the festival requires a dedicated level of resource which the Council has not been able to fully provide in support of the WBF Festival.
- 2.3.3 A clear single line of authority is required for the management of the festival to operate effectively as a team.
- 2.3.4 The talent / creative management responsibilities for this festival, which are vital to its success, fit with an entity / organisation that is creative, flexible and nimble – an environment that the WBF Trust can provide.
- 2.4 It is recommended that the current Supply of Services Agreement - for the Council to provide management services to the Trust - is terminated, with the WBF Trust assuming full responsibility to operate the festival and develop a management team, under the term of its Trust Deed and an annual Statement of Intent which is approved by the Council.
- 2.5 The WBF Trust's relationship with Council would continue as a Council Controlled Organisation with appropriate governance, management and financial performance reporting processes implemented to ensure the ongoing success of the WBF. As a recipient of events funding from Council the WBF Trust would be required to maintain a relationship with and report on festival planning to Council's Events Development Team, under the terms of the Council's Event Sponsorship Agreement.
- 2.6 This would enable the WBF Trust to build an effective management team structure for delivery of the Festival and to operate in a manner that encourages and develops creativity which is best for attracting creative festival staff in the key areas of delivery for the festival.
- 2.7 To support the changes required to address issues with succession planning, the transfer to a new Festival management team and its development as a cohesive team to deliver the Festival, the WBF Trust have requested that the Council:
- 2.7.1 Commits to continued support of the World Buskers Festival;
- 2.7.2 Acknowledges the relationship with the Trust and the Trustees and supports the Trust taking full responsibility for the management of the festival;
- 2.7.3 Authorises a contribution of \$100,000 for the appointment of an Interim Transition Manager and related required expenses for 6 months. The Transition Manager will be responsible for a smooth transition of Festival owned IP; Systems and Processes; Key operational details and Festival collateral from outgoing staff; a funding plan for 2015 festival; and the recruitment of new staff to ensure the Trust has the management infrastructure to support the planning and running of future festivals;
- 2.7.4 Notes the suggested structures; Statement of Intent and supports the development of these for full implementation by May 2014;

(2.) Cont'd

2.7.5 Authorises the Chairman of the WBF Trust to represent the Christchurch City Councils interest and report periodically to the Mayor and Council on issues and progress

2.8 It is recommended that, instead of making a one-off grant of \$100,000 as requested by the WBF Trust, the Council as owner of the festival provides certainty to the WBF Trust by underwriting up to \$100,000 to support the transition period for the Festival.

3. BACKGROUND

3.1 Council has been a supporter of the WBF since its beginning in 1993. The Festival and Council's support for it has built over time, with Council increasing its annual funding support from \$120,000 to \$220,000 in 2005 and a further increase to \$230,000 in 2007 upon the adoption of the Christchurch Events Strategy which provided parameters for funding of major and icon Festivals.

3.2 In 2008, The Festival City Trust (FC Trust) approached Council because it wanted to sell the WBF to an entity with more significant financial and human resources. At that time the FC Trust reported that there had been requests from other cities in Australasia to buy the Festival and/or the intellectual property resting with Red Toad Ltd to operate the WBF and they were under pressure to make a decision on the Festival's future.

3.3 The Council purchased the WBF in 2009 with a primary objective of ensuring that the Festival would not leave Christchurch. Financial and management structures were put in place including a new Charitable Trust - the World Buskers Festival Trust – as a Council Controlled Organisation to operate the Festival. Agreements for management services to be provided to the WBF Trust by Red Toad Ltd (Jodi Wright) and the Council were established with a view that responsibility for fully managing the WBF would be gradually handed over to the Council.

3.4 All events and festivals in Christchurch had to adapt to the challenges of events delivery in Christchurch following earthquakes of 2010 and 2011. For the WBF this meant a substantial change from a 'street festival' to one based at Busker Park in North Hagley Park with temporary venues and infrastructure. The management requirements of the festival changed significantly in scope and size from that anticipated in 2009, with growth in the festival budget to \$2.3m in 2014 (\$900,000 in 2009) and increased operations management and financial / sponsorship management responsibilities.

3.5 Alongside this change in the WBF, Council's events delivery also had to change and adapt to the challenges facing the events industry in Christchurch after earthquakes. Our focus went on to the Christchurch Events Village to provide venues for events and performances, attracting sponsorship to meet increased costs of delivering events in new venues with temporary infrastructure, and supporting events to ensure they continued at a time when Christchurch needed event experiences when so much other activity and facilities in the City were not available.

3.6 During this period, the intent of the Supply of Services Agreement between the Council and the WBF Trust, which was to transfer knowledge from Red Toad Ltd to the Council's events team over a three year period, did not fully occur, with the WBF Trust having to continue contracting management staff to ensure effective delivery of the festival. For the 2014 Festival, with a \$2.3m budget required to deliver the festival plan, the Council's support was focussed on the business / sponsorship responsibilities with the WBF Trust continuing to contract operations management and talent / creative management of the festival.

3.7 While the WBF has been successfully delivered through the 2010-14 period, the management structure has not supported the development of a cohesive, effective management team. Lessons learned during this period include:

(2.) Cont'd

- 3.7.1 The Festival needs increased management capacity than anticipated in 2009 - it must cover the increased scope of operations management, talent / creative management and financial / sponsorship management.
- 3.7.2 Succession planning and providing back up for key roles to reduce risk to delivery of the festival requires a dedicated level of resource, which the Council has not been able to fully provide in support of the WBF Festival.
- 3.7.3 A clear single line of authority is required for the management of the festival to operate effectively as a team.
- 3.7.4 The talent / creative management responsibilities for this festival, which are vital to its success, fit with an entity / organisation that is creative, flexible and nimble – an environment that the WBF Trust, can provide.
- 3.8 Challenges ahead for the WBF festival in 2014/15 include:
- 3.8.1 Transition of a portion of the festival back to the central City.
- 3.8.2 Managing financial risk that would occur if sponsorship / funding levels were to decrease (very competitive market for events / arts sponsorship in Christchurch)
- 3.8.3 Attracting / maintaining / developing staff for key positions
- 3.9 The Council's Marketing and Events management and the WBF Trust agree that changes to the management structure of the festival are required to move forward effectively. This takes into account the lessons learned over the last four years and provides for an effective management team to develop.
- 3.10 It is recommended that the current Supply of Services Agreement - for the Council to provide management services to the Trust - is terminated, with the WBF Trust assuming full responsibility to operate the festival and develop a management team under the term of its Trust Deed (attachment 1) and an annual Statement of Intent (revised from that attached as attachment 2 – the 2013/14 Statement of Intent, to reflect the change in management structure) which is approved by the Council. The WBF Trust's relationship with Council would continue as a Council Controlled Organisation with appropriate governance, management and financial performance reporting processes implemented to ensure the ongoing success of the WBF. As a recipient of events funding from Council the WBF Trust would be required to maintain a relationship with and report on Festival planning to Council's Events Development Team, under the terms of the Council's Event Sponsorship Agreement.
- 3.11 The WBF Trust proposes that minimum requirements of the Statement of Intent which would be agreed with the Council are:
- Free festival for Christchurch public
 - Sites for festival events
 - Seven days duration
 - Three hundred and fifty shows with variety of street and artistic performances
 - Held during the summer months
- 3.12 The WBF Trust's proposed new Festival management structure is to initially appoint a Transition Manager to capture the knowledge of the festival held by contractors to the WBF Trust. An Artistic Director and Operations Manager and Funding Manager would be appointed in the near future.

(2.) Cont'd

3.13 The WBF Trust seeks Council's continued support for the Festival as an annual event that is recognised as a favourite on the Christchurch events calendar and has requested the following from the Council.

3.13.1 'The WBF Trust has been set up to provide the governance and funding mechanism to allow the festival event to receive sponsorship and grant monies. However as the owner of the Festival the Council has also provided funding for the operational management of the event, which will need to be continued. The Trust requests that the Council commits to an appropriate level of funding for the event – historically in 2009 this funding was 24% of the operating costs, in 2014 this had reduced to 10% of the total operating cost. A minimum funding of 18% is anticipated / expected of the operational budget (this is over and above the initial \$100k in 2014/5 to facilitate the Interim Transition Manager) which will be finalised when the Festival plan and budget are signed off by the Trust and Council. The Trust will also require the continued support of the Council in access to public sites to hold the event and until such time as the city has completely recovered from the 2011 earthquakes continued access to Hagley Park is required. It is also important that any new festival events supported by Council are done so in a manner that does not compete with the content and uniqueness of the World Buskers Festival.'

3.14 The WBF Trust, which is a charitable trust, can continue to attract Gaming trust and Community trust funding.

3.15 The other option for the festival to be delivered with a single unified structure would be for the Council's Marketing and Events Unit to fully operate the festival. This Unit has staffing levels to deliver its current annual programme of events. In recent years NZ Ice Fest, which was not in place when the Supply of Services Agreements for WBF was set up in 2009, has been added to the Council's events delivery responsibilities. To add a further \$2m plus festival would require employment / contracting of a team of staff in addition to the one position we currently have to provide management services to the WBF Trust. Estimated costs for this based on current WBF budgets would be \$224k for permanent staff and \$148k for short term, festival time contractors. It is highly likely that gaming trust funding of the WBF, currently at \$110,000, would decline under this option, resulting in a decrease in festival content.

4. COMMENT

4.1 Through the period under Council ownership the WBF has been successfully delivered. It has adapted to the challenges of event delivery in the years after earthquakes but in doing so the festival has had to remodel, generate over \$1m more in revenue and expand its management and staff team to deliver the festival under these conditions. The festival now has over 100 staff working at festival time. Due to these changes and growth in the festival, resource has not been available to provide for succession planning and the transfer of knowledge around the crucial talent / creative director's role. This was a commitment made at the time the Council purchased the festival, which has not occurred and now needs to be addressed.

4.2 Under the current structural arrangements, Council provides management services to the WBF Trust through a staff position of WBF Manager, which provides management support focussed on the business / sponsorship / funding areas of the Festival. If the recommendation to move to the WBF Trust fully operating the festival is adopted, the WBF Trust would take on this responsibility and employ / contract staff to do so. If this proposal was adopted it would potentially impact the need for CCC to employ the WBF Manager role. Appropriate consultation with the staff member would need to be conducted prior to any final decisions being made.

(2.) Cont'd

- 4.3 In addition to the one-off \$100,000 financial commitment from the Council for the 2014/15 year to address the issue of transitioning to a new management team and transition of part of the Festival back into central city spaces, the WBF Trust is seeking increased annual funding from the Council from 2015/16. Currently Council's funding equates to less than \$1 per audience visit to the Festival and is 10% of the total operating cost of the Festival. The WBF Trust is requesting that this moves to 18% of the total operating costs in the future. The WBF Trust has signalled that once the one-off situation in 2014/15 is covered, they will aim to reduce operating costs of the Festival by \$250,000 to a budget of \$2.1m from 2015/16. At this level, the WBF Trust's request for Council to provide funding at 18% of the operating costs would result in a grant of \$378,000. It is the view of Council staff that this request is considered within Long Term Plan discussions so that Council has sight of the impact on total Events and Festivals funding.

5. FINANCIAL IMPLICATIONS

- 5.1. Currently Council provides management and accounting services to the WBF Trust. The budgeted Council recovery from the Trust for provision of these services for 2013/14 is:
Accounting Fee \$20k
Management Services (100% recovery)
The 2014/15 Budget is the same as 2013/14. If this proposal was accepted the WBF Trust plans to source their own Funding Manager (business, sponsorship, funding) and their own accounting services. Two Council staff would be affected by this proposal and if they cannot be redeployed would likely be made redundant.
- 5.2 Council funding of \$230k is granted yearly to the WBF Trust. This grant is proposed to be reduced 15% in the 2014/15 Draft Annual plan to \$195,500. This funding is subject to public consultation in March – April 2014. Under this proposal the WBF Trust requests the current level of annual funding of \$230,000 in 2014/15 and an additional \$100,000 to cover one-off transitional costs in 2014/15.
- 5.3 The Festival is currently in a position of risk if key staff are not available, for whatever reason, to deliver their contracted responsibilities. In the Statement of Intent, the Council tasks the WBF Trust with succession planning and spread of knowledge for these key roles. Experience indicates that to action this requires having additional staff resource to actually do it. The WBF Trust is seeking \$100,000 from Council for this. The recommendation of Council staff is for Council to provide certainty of funding to the WBF Trust for the transition period by underwriting the \$100,000. This means that Council, as owner of the festival, is taking financial responsibility for the \$100,000. It is recommended that Council staff assist the WBF Trust to identify potential avenues of funding support that may reduce the level of underwrite. This \$100,000 has not been budgeted for in the Annual Plan 2014/15.
- 5.4 The financial risk to Council, as owner of the festival is from the financial performance of the Festival. There are financial reporting requirements under the Statement of Intent, including provision of half yearly accounts and audited annual accounts. It is recommended that more robust stakeholder reporting be required including regular meetings between WBF Trust and Council Finance staff and that the final event budget be submitted to Council by mid October for Council Finance Committee approval. The financial performance of the WBF Trust would be measured against this budget.
- 5.5 Council makes the appointment of Trustees to the WBF Trust. The current Trustees include a good balance of skills including financial and accountancy expertise.

(2.) Cont'd

6. LEGAL CONSIDERATIONS

- 6.1 The Council's Legal Services Team has advised that there are no legal issues with the termination of the Supply of Services Agreement.

7. STAFF RECOMMENDATION

That the Council:

- 7.1 Terminate the Supply of Services Agreement between Christchurch City Council and the World Buskers Festival Trust which would enable the World Buskers Festival Trust to operate the Festival in line with the Trust Deed and the annual Statement of Intent agreed with the Council, as owner of the Festival.
- 7.2 Require the World Buskers Festival Trust to provide the detailed final event budget for consideration by the Finance Committee by mid-October.
- 7.3 Provide certainty to the World Buskers Festival Trust by underwriting up to \$100,000 to support the transition period for the Festival, and request that Council staff assist the World Buskers Festival Trust to identify potential avenues of funding support that may reduce the level of underwrite.
- 7.4 Inform the World Buskers Festival Trust that consideration of a change to the level of annual funding from 2015/16 would be through the Long Term Plan.
- 7.5 Require the World Buskers Festival to amend its Statement of Intent to include more robust governance and management structures.

8. COMMITTEE RECOMMENDATION

- 8.1 That the staff recommendation be adopted.

PART B - REPORTS FOR INFORMATION

(3.) DEPUTATIONS BY APPOINTMENT

- 3.1 Ranui Ngarimu, Chair of the Waitaha Cultural Council, and Rangimarie Parata-Takarua, Waitaha Project Manager, addressed the Committee and gave a presentation regarding an update on the Te Matatini Event in 2015. Puamiria Parata Goodall, Te Matatini Project Manager, was also present in support to answer questions. The presentation included information that Te Matatini is the largest cultural performing arts event showcasing Maori culture which was started in 1972. The event is to be held in Hagley Park from 4 to 8 March 2015. One challenge being faced by event hosts is housing the expected 400 volunteers required to facilitate the event.

(4.) NEW ZEALAND ICEFEST UPDATE

- 4.1 The Committee **received** an update from staff regarding the planning and progress toward New Zealand IceFest 2014.

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PART C – DELEGATED DECISIONS

(5.) REQUISITION OF EXTRAORDINARY MEETING

5.1 The Chairperson informed the Committee that an extraordinary meeting of the Community Committee would be requisitioned to be held before 27 March 2014. . The meeting is to receive the recommendations from the Riccarton Wigram Community Board regarding the report on Options for Riccarton Community Centre which the Committee had requested.

(6.) DECLARATION OF INTEREST

Councillor Jones declared an interest in item 2, Supply of Service Agreement.

Councillor Jimmy Chen declared an interest in item 7, Heritage Grant Approval for Riccarton House.

Deputy Mayor Vicki Buck declared an interest in item 2, Supply of Service Agreement.

(7.) HERITAGE GRANT APPROVAL FOR 16 KAHU ROAD, CHRISTCHURCH

The Committee considered a report seeking approval for a Heritage Incentive Grant for 16 Kahu Road, Christchurch.

The Committee **resolved** to approve:

- 7.1. A Heritage Incentive Grant of up to \$33,263 for conservation and maintenance work for the protected heritage building at 16 Kahu Road subject to compliance with the agreed scope of works and certification of the works upon completion.
- 7.2 That payment of this grant is subject to the applicants entering a 10 year limited conservation covenant with the signed covenant having the Council seal affixed prior to registration against the property title.

(8.) RESOLUTION TO BE PASSED – SUPPLEMENTARY REPORTS

Approval was sought to submit the following report to the Community Committee meeting of 11 March 2014:

- **SUPPLY OF SERVICES AGREEMENT**

The Committee **resolved** that the report be received and considered at the Community Committee meeting on Tuesday 11 March 2014.

The meeting concluded at 12.05pm.

CONSIDERED THIS 27TH DAY OF MARCH 2014

MAYOR