

8.6.0

*PROPERTY
MANAGEMENT*

8.6.i

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives*Property Management*

- To provide professional property advice to elected representatives and Council Business Units
- To ensure that Council Business Units have, at their disposal, appropriate property resources to meet their operational needs.
- To minimise the occurrence of surplus property assets and ensure their orderly disposal or alternative use.
- To maximise returns from properties retained for investment and community purposes in accordance with agreed financial and social criteria.
- To sustainably manage and develop the Council's housing stock.

Property Services Consultancy

- To provide a cost-effective consultancy and advisory service to the Council and its Business Units, external clients and other local authorities in the administration, conveyancing and management related to the acquisition and disposal of property assets, including leases and licences.

Property Projects Consultancy

- To provide property related specialist advice and information and develop solutions to the Council's extraordinary property related issues and needs.

8.6.ii

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
ACTIVITY:	BUSINESS UNIT SUMMARY

Key Changes***Committed Costs (Operating)***

- Property Projects – Non Operational Property (\$201,919)
Net decrease in costs due to removal of sales from programme – significantly Tuam St Carpark

Capital Cost Increases > 2%

- Property Projects – Non Operational Property
- Net increase in revenue due to inclusion of properties anticipated for sale i.e. Hunter Tce and development costs of Owles Tce and Westminster St. (\$285,000)
- Long term capital budgets have been revised to reflect a review of surplus property sales & expenditure. Amendments have been made to best reflect a realistic outcome scenario. Reduction in revenue years 2-10. Arising from properties brought forward into this year & removal of \$1.85m net for Tuam St carpark sale. \$2,502,000

8.6.1

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT CLASS EXPENDITURE		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
PROPERTY			
Property Consultancy Services	Page 8.6.2	759,902	791,141
Property Projects Consultancy Services	Page 8.6.3	233,508	278,208
Special Projects	Page 8.6.4	138,000	141,595
Information and Advice	Page 8.6.5	277,615	181,002
Management of Non Operational Property	Page 8.6.6	484,648	233,832
		-----	-----
		1,893,672	1,625,779
OUTPUT CLASS REVENUE & RECOVERIES			
PROPERTY			
Property Consultancy Services	Page 8.6.2	759,902	791,141
Property Projects Consultancy Services	Page 8.6.3	233,508	278,208
Special Projects	Page 8.6.4		
Information & Advice	Page 8.6.5		
Management of Non Operational Property	Page 8.6.6	125,050	60,500
		-----	-----
		1,118,459	1,129,849
NET COST OF PROPERTY MANAGEMENT		-----	-----
		775,213	495,930
COST OF CAPITAL EMPLOYED		=====	=====
		93,083	7,739,612
CAPITAL OUTPUTS			
Surplus Property Development	Page 8.6.8	(401,468)	59,000
Fixed Assets	Page 8.6.10	34,000	(68,500)

8.6 text.2.i

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : PROPERTY CONSULTANCY SERVICES

For text see page 8.6.text.2.ii and text.2.iii.

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : PROPERTY CONSULTANCY SERVICES

Description

- Provision of a cost effective consultant and advisory service to the Council and its Business Units in the administration, conveyancing and management related to the acquisition and disposal of property assets, including property leases and licences.
- Provision of consultant property services to external clients and other local authorities on a cost recovery basis.
- Undertake the functions of accredited agent of Land Information New Zealand in the preparation and publication of statutory notices (All Legislation) and other authorised categories.
- Provision of information and advice to the general public and elected members.
- Undertaking feasibility studies on property related matters.
- Maintaining the Corporate property database through the Real Estate module of SAP and GEMS.

Objectives for 2002/03

1. To manage the section's workloads, costs and revenue to provide an efficient service to the Council, Business Units and external clients on a cost recovery basis.
2. (a) Acquire designated and other required property for programmed and other authorised works.
(b) Dispose of property which is surplus to operational and any other Council requirements.
3. Negotiation, preparation and management of leases and licences for client units and external organisations.
4. Maintain high level of accuracy and completeness of corporate property Real Estate database.
5. To undertake and promote accredited functions as agent of Land Information NZ.

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : PROPERTY CONSULTANCY SERVICES (CONTD)

Performance Indicators

1.1 Client satisfaction demonstrated by results of customer survey. Complaints less than 5%.

Balance of costs against revenue as at 30 June 2003.

2.1 Acquisition of required properties to enable planned and authorised works to proceed during the budget period:

- 90% within budget allocation
- 85% on time
- 95% of Council reports adopted first time

3.1 Maintenance and management of the lease portfolio to client units and lessee satisfaction:

- 90% recovery of budgeted revenue to 30 June 2003
- tenant complaints less than 5%

4.1 90% of all amendments/additions entered into database within four weeks of transaction completion.

4.2. Provision of an accurate corporate Real Estate property database.

5.1 Obtain 1 new external local authority customer requiring property consultancy or LINZ accredited services by 30 June 2003.

5.2 Maintain accuracy of LINZ legal processes at 99% approval “first time”.

8.6.2

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : PROPERTY CONSULTANCY SERVICES				2001/2002 BUDGET \$	2002/2003 BUDGET \$
ALLOCATED COSTS					
Services Allocated Holding A/c	100%	100%		684,902	649,641
Legal Fees (Inhouse)				75,000	141,500
TOTAL COST - PROPERTY CONSULTANCY SERVICES				759,902	791,141
REVENUE					
External				37,000	37,000
From Other Council Units				555,000	690,000
Overhead Recovery				167,902	64,141
NET COST - PROPERTY CONSULTANCY SERVICES				0	0

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : PROPERTY PROJECTS CONSULTANCY SERVICES

Description

- Provision of a cost-efficient consultant and advisory service to the Council and its Business Units in the acquisition, leasing, development and disposal of property pursuant to Council projects.
- Provision of valuation advice to the Council and its Business Units.
- Provision of information and advice to the Council and its clients.
- Undertaking special projects and feasibility studies on property related matters.

Objectives for 2002/03

1. Manage the processes for acquisition, leasing, development and disposal of property for project works, both planned and unplanned.
2. Assist in the negotiation of property issues for client units.
3. To manage the section's workloads, costs and revenue to provide an efficient service to the Council and client units on a cost recovery basis.
4. Develop and maintain the knowledge of the property industry and market.

Performance Indicators

- 1.1 Acquisition of required properties within budget allocation and within a time frame to enable planned works to proceed during the budget period.
- 2.1 Being available and responsive with provision of valuable advice to clients both internal and external. Council and client satisfaction demonstrated by results of customer survey. Development of unplanned project work to a logical conclusion.
- 3.1 Balance of costs against revenue as at 30 June 2003.
- 4.1 Continued involvement and liaison with professional property institutes and practice of continuing professional development.

8.6.3

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : PROPERTY PROJECTS CONSULTANCY SERVICES				2001/2002 BUDGET \$	2002/2003 BUDGET \$
ALLOCATED COSTS					
Projects Allocated Holding A/c	100%	100%		233,508	278,208
TOTAL COST - PROPERTY PROJECTS CONSULTANCY SERVICES				233,508	278,208
REVENUE					
External				0	0
From Other Council Units				131,800	179,000
Overhead Recovery				101,708	99,208
NET COST - PROPERTY PROJECTS CONSULTANCY SERVICES				0	0

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : SPECIAL PROJECTS

Description

- Provision of consultant and advisory service to the Council and its Business Units in evaluating special projects, undertaking feasibility studies and recommending courses of action on property projects which are recognised as ‘Council’ projects but may not be planned in terms of budget provision for recovery of fees for services provided.

Objectives for 2002/03

1. Continue with professional input to the advancement of the following identified ‘Council’ projects:
 - Cathedral Junction Development
 - Heritage buildings
 - City car parking developments
 - Central City Sustainability Projects
 - Review of Council’s Central City accommodation.
 - Review of Councils property assets.
2. Undertake other special projects as required.

Performance Indicators

- 1.1 Acceptable progress on development of the above ‘Council’ projects by 30 June 2003.
- 2.1 Provision of services to the Council and client units to a level which assists and promotes the decision-making process and progress on approved developments.

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : SPECIAL PROJECTS	2001/2002 BUDGET \$	2002/2003 BUDGET \$
DIRECT COSTS		
ChCh Pier	0	0
New Brighton Mainstreet	0	0
Miscellaneous Projects	49,000	49,000
ALLOCATED COSTS		
Property Projects Consultancy Services	89,000	89,000
Depreciation on ChCh Pier	0	0
Alloc O/Head - Output Corporate Overheads Cost Centre	0	3,595
TOTAL COST - SPECIAL PROJECTS	138,000	141,595
RECOVERIES		
NET COST SPECIAL PROJECTS	138,000	141,595

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT: SPECIAL PROJECTS

Description Provision of consultant and advisory services to the Council and Units in evaluating special property related projects. Undertaking feasibility studies and recommending courses of action on those projects not all of which are pursued.

Benefits The advice enables informed decisions.

Strategic Objectives A3,A5, B1,B5, **CCC Policy** No specific policy although the policies of the client outputs apply.
F2,F5

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))***

There is a general community benefit as the Council requires advice. The stakeholder interest is reflected in Capital Value Rating.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))***Control Negative Effects (Section 112F(d))******Modifications Pursuant to Section 12******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits***

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits***Control Negative Effects***

8.6.funding.4

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : SPECIAL PROJECTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	102,635	28,394	3,731	6,836		141,595 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	102,635	28,394	3,731	6,836	-	141,595
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	5,206	1,440	189	(6,836)		- CapValGen
<i>Total Modifications</i>	-	5,206	1,440	189	(6,836)	-	-
Total Costs and Modifications	-	107,841	29,834	3,920	-	-	141,595

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	107,841	29,834	3,920	-	-	141,595
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	107,841	29,834	3,920	-	-	141,595

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : INFORMATION AND ADVICE

Description

- Provision of accurate, professional and timely information and advice on requests from the Council, members of the public, community organisations and other external sources.

Objective for 2002/03

1. Maintain a high standard of professionalism and service.

Performance Indicator

- 1.1 Response within the specified time frame.

8.6.5

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : INFORMATION AND ADVICE				2001/2002 BUDGET \$	2002/2003 BUDGET \$
DIRECT COSTS					
Legal Fees				4,000	4,000
ALLOCATED COSTS					
Property Consultancy Services			Page 8.6.2	167,902	64,141
Property Projects Consultancy Services			Page 8.6.3	12,708	10,208
Manager Allocated Holding Account	(30.10)%	30.10%		93,005	95,421
Alloc O/Head - Output Corporate Overheads Cost Centre				0	7,233
TOTAL COST - INFORMATION AND ADVICE				277,615	181,002
RECOVERIES					
NET COST - INFORMATION AND ADVICE				277,615	181,002

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT: INFORMATION AND ADVICE

Description Provision of accurate, professional, and timely advice on requests from the Council, members of the public, community organisations, and external sources.

Benefits The community has ready access to advice on Council property matters.

Strategic Objectives A3,A5, B1,B5, **CCC Policy** No specific policy although the policies of the client outputs apply.
F2,F5

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))***

There is a general community benefit as the Council requires advice. The stakeholder interest is reflected in Capital Value Rating.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Any direct benefit is more than compensated for by the value to the community as a whole.

Control Negative Effects (Section 112F(d))***Modifications Pursuant to Section 12******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits***

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits***Control Negative Effects***

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : INFORMATION AND ADVICE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	131,199	36,296	4,769	8,738		181,002 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	131,199	36,296	4,769	8,738	-	181,002
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	6,655	1,841	242	(8,738)		- CapValGen
<i>Total Modifications</i>	-	6,655	1,841	242	(8,738)	-	-
Total Costs and Modifications	-	137,854	38,137	5,011	-	-	181,002

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	137,854	38,137	5,011	-	-	181,002
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	137,854	38,137	5,011	-	-	181,002

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUTS

- **MANAGEMENT OF NON OPERATIONAL PROPERTY (OPERATING)**
- **MANAGEMENT OF NON OPERATIONAL PROPERTY (CAPITAL)**

Description

- Review Council property holdings.
- Assessment and recommendation on surplus property for alternative use, redevelopment and/or disposal.
- Maintenance of properties pending disposal.
- Maximise value and sale of surplus property.

Objectives for 2002/03

1. Continue review of non operational or uneconomic property holdings.
2. Continue the disposal programme for identified surplus properties.
3. Commence the special development projects:
 - 109A Bexley Road
 - Owles Terrace
 - Westminster St yard
 - Hunter Terrace

Performance Indicators

- 1.1 Complete the review of all Council property holdings by 30 June 2003.
- 2.1 Subject to prevailing market conditions, develop uses for the non operational properties.
- 3.1 Commence the special development projects by 30 June 2002:
 - Owles Terrace Prepare development proposal.
 - Westminster St yard Probable disposal.
 - 109A Bexley Road Develop solution to non-compliant improvement.
 - Hunter Terrace Review and rationalisation of property holding.

Note: Planning issues may delay the disposal process in some cases.

8.6.6

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY (OPERATING)	2001/2002 BUDGET \$	2002/2003 BUDGET \$
DIRECT COSTS		
Property Maintenance	433,430	184,440
	-----	-----
TOTAL DIRECT COSTS	433,430	184,440
ALLOCATED COSTS		
Unit Overhead	46,000	37,000
Corporate Overhead	0	12,392
Depreciation	2,900	0
Debt Servicing	2,318	0
	-----	-----
TOTAL ALLOCATED COSTS	51,218	49,392
	-----	-----
TOTAL COSTS	484,648	233,832
REVENUE:		
External Revenue	116,050	60,500
Internal Recoveries	9,000	0
	-----	-----
TOTAL REVENUE	125,050	60,500
	-----	-----
NET COST - MANAGEMENT OF NON OPERATIONAL PROPERTY (359,598	173,332
	=====	=====

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT: MANAGEMENT OF NON OPERATIONAL PROPERTY

Description Management of property not required or potentially not required for operational use. This includes holding costs, assessment and recommendations for alternative use, redevelopment, or disposal.

Benefits The costs and benefits of management of surplus property are efficiently managed.

Strategic Objectives A3,A5, B1,B5, **CCC Policy** Property disposal procedures & flow chart
F2,F5

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))***

The community benefits from the efficient management of property surplus to the operational needs of Council.

Nature and Distribution of General Benefits***Direct Benefits (Section 112F(c))***

The underlying benefits are general although there will be some rent recoveries

Control Negative Effects (Section 112F(d))***Modifications Pursuant to Section 12******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits***

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Rent recoveries are deemed to meet the direct benefits

Control Negative Effects

8.6.funding.6

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
80.00% General Benefits	-	135,594	37,512	4,929	9,031		187,066 CapValAll
20.00% Direct Benefits	46,766	-	-	-	-		46,766 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	46,766	135,594	37,512	4,929	9,031	-	233,832
<i>Modifications</i>							
Transfer User Costs to Rating	13,734	(9,955)	(2,754)	(362)	(663)		- CapValAll
Non-Rateable	-	6,373	1,763	232	(8,368)		- CapValGen
<i>Total Modifications</i>	13,734	(3,581)	(991)	(130)	(9,031)	-	-
Total Costs and Modifications	60,500	132,012	36,521	4,799	-	-	233,832

Funded By

25.87% User Charges	60,500						60,500
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
74.13% Capital Value Rating	-	132,012	36,521	4,799	-	-	173,332
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	60,500	132,012	36,521	4,799	-	-	233,832

8.6.text.7

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY (OPERATING)

For text and further details of costs see pages 8.6.text.6.

8.6.7

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	PROPERTY

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY (OPERATING)	2001/2002 BUDGET \$	2002/2003 BUDGET \$
ANALYSIS OF COSTS		
Miscellaneous & Surplus Property	(15,039)	42,392
Huntsbury Spur	2,500	0
Owles Terrace Yard	14,873	25,500
Lyttleton St	7,800	3,800
Kennedys Bush Road (201)	(5,730)	0
Kennedys Bush Road (189)	(4,730)	0
Tuam St Carpark	201,000	0
Westminster St Yard	0	0
Kennedys Bush Road (ex Quarry)	9,500	0
Westminster St House	7,900	0
Ferrymead Land	32,000	5,000
Wilmers Rd	10,100	9,600
Hunter Tce Sections	12,000	5,000
Johns Rd	12,250	13,750
Springs Rd Pit	10,000	7,500
Bexley Rd (109A)	13,900	5,900
Philpotts Rd (105)	17,000	15,500
Clearbrook St	7,700	3,450
Former New Brighton Library	(9,366)	0
Riccarton Community Room	35,940	35,940
NET COST - MANAGEMENT OF NON OPERATIONAL PROPERTY (359,598	173,332
Cost of Capital Employed	78,009	56,471

8.6.text.8

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS - PROPERTY

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY - DEVELOPMENT

For text see page 8.6.text.6.

8.6.8

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY (DEVELOPMENT)	2001/2002 BUDGET \$	2002/2003 BUDGET \$
DIRECT COSTS		
Development Costs	98,532	679,000
	-----	-----
TOTAL DIRECT COSTS	98,532	679,000
ALLOCATED COSTS		
Overhead	0	0
	-----	-----
TOTAL COSTS	98,532	679,000
REVENUE:		
Sale Of Property	500,000	620,000
Capital Contribution (Tamaki Development)		
	-----	-----
TOTAL REVENUE	500,000	620,000
	-----	-----
NET COST - MANAGEMENT OF NON OPERATIONAL PROPERTY (DEVELOPMENT)	(401,468)	59,000
	=====	=====

8.6.text.9

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS - PROPERTY

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY - DEVELOPMENT

For text see page 8.6.text.6.

8.6.9

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS

OUTPUT : MANAGEMENT OF NON OPERATIONAL PROPERTY (DEVELOPMENT)	2001/2002 BUDGET \$	2002/2003 BUDGET \$
ANALYSIS OF COSTS		
Miscellaneous & Surplus Property	13,000	65,000
Huntsbury Spur	1,500	0
Owles Terrace Yard	0	60,000
Lyttleton St	(68,468)	2,000
Kennedys Bush Road (201)	(166,500)	0
Kennedys Bush Road (189)	(109,000)	0
Westminster St Yard	0	40,000
Kennedys Bush Road (ex Quarry)	8,000	0
Wigram/ Addington	0	0
Westminster St House	(106,000)	0
Ferrymead Land	10,000	390,000
Wilmsers Rd	0	0
Hunter Tce Sections	0	(365,000)
Johns Rd	3,000	0
Springs Rd Pit	3,000	5,000
Bexley Rd (109A)	4,000	(72,500)
Philpotts Rd (105)	3,000	2,000
Clearbrook St	3,000	(67,500)
NET COST - MANAGEMENT OF NON OPERATIONAL PROPERTY (DEVELOPMENT)	(401,468)	59,000

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : RENEWALS & REPLACEMENTS		
Computer Equipment	0	0
Computer Software Upgrade	8,000	8,000
Telecommunications	0	3,000
Furniture & Equipment	4,000	8,000
	-----	-----
	12,000	19,000
OUTPUT : NEW ASSETS		
Furniture & Equipment	12,000	12,500
Unspecified	10,000	0
Addington Carpark	0	0
	-----	-----
	22,000	12,500
TOTAL COST FIXED ASSETS	-----	-----
	34,000	31,500
SALES/CONTRIBUTIONS	=====	=====
Capital Contribution (Tamaki Development)	0	100,000
	-----	-----
	0	100,000
	=====	=====

8.6.11

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS

	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS					
Property Sales					
Sundry	-620,000	0	0	-200,000	-200,000
Bottle Lake Land Sale - Note 1			-2,600,000		
	-620,000	0	-2,600,000	-200,000	-200,000
Management -Office Equipment					4,000
Computer Software	3,000	2,000			
Telecom					
Furniture & Equipment	2,000	2,000	4,000	4,000	
	5,000	4,000	4,000	4,000	4,000
Projects -Office Equipment					2,600
Computer Software					
Telecom	1,000				
Furniture & Equipment	2,000		2,000	2,600	
	3,000	0	2,000	2,600	2,600
Services - Office Equipment					8,000
Computer Software	5,000	3,000		2,000	
Telecom	2,000		2,000		
Furniture & Equipment	4,000	2,000	8,000	7,000	
	11,000	5,000	10,000	9,000	8,000
TOTAL RENEWALS & REPLACEMENTS	-601,000	9,000	-2,584,000	-184,400	-185,400

Note 1: - Subject to compliance with the Resource Management Act, realisation of this may not be a possibility however there may be a substitution opportunity utilising land held at Stewarts Gully

8.6.12

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS

	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	
ASSET IMPROVEMENTS						
Surplus Property Development						
Development Costs	679,000	126,000	56,000	56,000	0	
TOTAL ASSET IMPROVEMENTS	679,000	126,000	56,000	56,000	0	
NEW ASSETS						
Management						
Furniture & Fittings			1,000		1,000	
Projects					1,800	
Addington Car Park						
Capital Contribution (Tamaki Development)	-100,000					
Unspecified		1,800				
Furniture & Fittings	3,000		1,800	1,800		
Services					10,000	
Unspecified		10,000	10,000	10,000		
Furniture & Fittings	9,500					
TOTAL NEW ASSETS	-87,500	11,800	12,800	11,800	12,800	
TOTAL NET SURPLUS	-9,500	146,800	-2,515,200	-116,600	-172,600	
Annual Plan 2001/2002	-367,468	-852,500	-56,200	-4,318,200	-122,600	27,400

8.6.13

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS					
PROPERTY DEVELOPMENT	0	0	0	0	
	0	0	0	0	0
MANAGEMENT	4,000	4,000	4,000	4,000	4,000
PROJECTS	2,600	2,600	2,600	2,600	2,600
SERVICES	8,000	8,000	8,000	8,000	8,000
	14,600	14,600	14,600	14,600	14,600
TOTAL RENEWAL & REPLACEMENTS	14,600	14,600	14,600	14,600	14,600
ASSET IMPROVEMENTS					
PROPERTY DEVELOPMENT	0	0	0	0	
	0	0	0	0	0
MANAGEMENT					
PROJECTS					
SERVICES					
	0	0	0	0	0
TOTAL ASSET IMPROVEMENTS	0	0	0	0	0
NEW ASSETS					
MANAGEMENT		1,000	1,000	1,000	1,000
PROJECTS	1,800	1,800	1,800	1,800	1,800
SERVICES	10,000	10,000	10,000	10,000	10,000
TOTAL NEW ASSETS	11,800	12,800	12,800	12,800	12,800

8.6.14

RESPONSIBLE COMMITTEE:	PROPERTY & MAJOR PROJECTS COMMITTEE
BUSINESS UNIT:	PROPERTY - PROPERTY MANAGEMENT
OUTPUT CLASS:	CAPITAL OUTPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
SUMMARY					
RENEWALS & REPLACEMENTS	14,600	14,600	14,600	14,600	14,600
ASSET IMPROVEMENTS	0	0	0	0	0
NEW ASSETS	11,800	12,800	12,800	12,800	12,800
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	26,400	27,400	27,400	27,400	27,400
 Annual Plan 2001/2002	 26,400	 27,400	 27,400	 27,400	

[illegible]

8.6.16

RESPONSIBLE COMMITTEE:		PROPERTY & MAJOR PROJECTS COMMITTEE				
BUSINESS UNIT		PROPERTY - PROPERTY MANAGEMENT				
ACTIVITY		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge		Note
Deed of lease	\$337.50 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$337.50 plus time over 1.5 hrs @ an hourly rate of \$90			
		}				
Deed of assignment of lease	\$225 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$225 plus time over 1.5 hrs @ an hourly rate of \$90			
		}				
Landlord's consent to an assignment	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90			
		}				
Deed recording a review of rent	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90			
		}				
Deed of renewal of lease	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90			
		}				
Deed of variation of lease	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90			
		}				
Deed of sublease	\$393.75 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$393.75 plus time over 1.5 hrs @ an hourly rate of \$90			
		}				

RESPONSIBLE COMMITTEE:		PROPERTY & MAJOR PROJECTS COMMITTEE				
BUSINESS UNIT		PROPERTY - PROPERTY MANAGEMENT				
ACTIVITY		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge		Note
Easements in gross	\$393.75 for the first easement on each plan and \$168.75 for each subsequent easement on that plan	}	\$393.75 for the first easement on each plan and \$168.75 for each subsequent easement on that plan			
Surrenders and variations of easements	\$225 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$225 plus time over 1.5 hrs @ an hourly rate of \$90			
Deeds of licence	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90	}	\$168.75 plus time over 1.5 hrs @ an hourly rate of \$90			
All other legal work	Based on time @ an hourly rate of \$90	}	Based on time @ an hourly rate of \$90			
Fees as Accredited Agent of Land Information NZ: Proclamations & Gazettes	\$225 plus disbursements, with provision to increase fees in accordance with Public Works (Fees for Documents) Regulations 1989	}	\$225 plus disbursements, with provision to increase fees in accordance with Public Works (Fees for Documents) Regulations 1989			
		} \$37,000.00		} \$37,000.00	4%	

8.6.18

RESPONSIBLE COMMITTEE:		PROPERTY & MAJOR PROJECTS COMMITTEE				
BUSINESS UNIT		PROPERTY - PROPERTY MANAGEMENT				
ACTIVITY		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge		Note
Rents Miscellaneous property rentals and hire Cell Phone Site Revenue	Various	\$69,800 \$46,250 ----- \$153,050 =====	Various	\$60,500 ----- \$97,500 =====	5%	