



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

NEW LYNN COMMUNITY BOARD

(Green Bay, Titirangi North and excluding Titirangi Village, Kelston, Glen Eden, New Lynn and Glendene)

I hereby give notice that a meeting of the New Lynn Community Board will be held on:-

DATE: Monday, 29 September 2008 **TIME:** 7.15 pm

MEETING ROOM: Council Chamber

VENUE: Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere

to consider the business as set out herein and to take any necessary action connected therewith.

24 September 2008

Carmen Fernandes
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8887

MEMBERSHIP:

Mrs	GPJ	Marshall (Chairman)
Mr	P	van der Voort, JP (Deputy Chairman)
Cr	JM	Clews, QSO, JP
Mr	WR	Davis
Mr	AK	Hartnett
Cr	JP	Lawley, JP
Mrs	SL	Taylor, JP

(Quorum 4 members)

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(Meeting Room could be subject to change)

(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR A MEETING OF THE NEW LYNN COMMUNITY BOARD TO BE HELD IN THE
COUNCIL CHAMBER, AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD,
HENDERSON, WAITAKERE, ON MONDAY, 29 SEPTEMBER 2008,
COMMENCING AT 7.15 PM**

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AGENDA FOR A MEETING OF THE NEW LYNN COMMUNITY BOARD TO BE HELD IN THE COUNCIL CHAMBER, AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON MONDAY, 29 SEPTEMBER 2008, COMMENCING AT 7.15 PM

1 APOLOGIES



2 CONFIRMATION OF MINUTES

Meeting Minutes – Monday, 1 September 2008

RECOMMENDATION

It is recommended that the New Lynn Community Board resolve to:

Receive the minutes of the meeting of the New Lynn Community Board held on Monday, Monday, 1 September 2008, as circulated, and that they be taken as read and now be confirmed.



3 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information 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 Board by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Board may make a decision on a matter determined to be urgent.

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



4 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have. This note is provided as a reminder to members to check that no such conflicts arise in relation to any items on this agenda.



5 PRESENTATION BY ONTRACK ON NEW LYNN RAIL UNDERGROUNDING STATUS

Ontrack will provide an update presentation to the New Lynn Community Board on the New Lynn Rail Undergrounding project and the status of ONTRACK's construction project.



6 PUBLIC FORUM

For guidance of Community Board Members, the Council's Standing Orders have the following provisions in regard to Public Forum.

- (i) members of the public wishing to address the Board in Public Forum shall furnish their names to the Chairman at the beginning of the meeting; and
- (ii) the Chairman shall determine the order of speakers, and allow five minutes for speaking time;
- (iii) questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 provides that no resolution, decision, or recommendation may be made in respect of any specific item of business not on the agenda except to refer the items to a subsequent meeting for further discussion. Therefore, no decision may be made on matters raised in Public Forum. However, written reports on matters raised may be requested from the Chief Executive Officer.



7 CHAIRMAN'S REPORT

RECOMMENDATION

It is recommended that the New Lynn Community Board resolve to:

Receive the Chairman's Report dated 29 September 2008.

REPORT

1. It is only three weeks since my last report which means the year is moving ahead with a speed we have no control over (as if we could). It is a time of the year with a lot of uncertainties, not for any specific reasons but I guess heading into General Elections and the Royal Commission on Auckland Governance outcomes looming adds to a certain amount of apprehension. But joy on joy the lambs are jumping, the daffodils are blooming, the trees are blossoming and spring has arrived.

Events

2. It has been three weeks of events in various forms. I will touch on a few.

Opening of Wards at Waitakere Hospital

3. Wednesday, 3 September 2008 was the opening of the two new wards at Waitakere Hospital. The Minister of Health, Hon. David Cunliffe opened the wards with Mayor Bob Harvey and various Elected Members present. The hospital is working at capacity and serves the community well.

Adult Learners Week Awards

4. Adult Learners Week Awards were held at Waitakere Central on 12 September 2008. It is inspiring to acknowledge members of the community who have taken the step to learn or educate themselves as an Adult student. It does not matter that it may be knitting, cooking or photography as learning covers a wide field of activities and topics. Well done to those who met the challenge and a thank you goes to ACE SPACE who facilitate Adult Learners week in Waitakere City.

Moon Festival

5. The Moon Festival at New Lynn on 13 September 2008 was a great success. The weather played a large part as in previous years the rain etc created havoc with the outside activities of this festival. The colour and culture of this festival is the only event we have in the New Lynn Ward and it would be a great loss if it was shifted to the Stadium. We need to retain this festival as well as work towards another event.

Trash to Fashion (T2F)

6. T2F for schools was amazing. Well done to all those involved in this event. It was inspiring and there could be a couple of potential fashion designers amongst the applicants. Look forward to next year. The venue worked well and had the feeling that was present when the City first embarked on T2F.

National Community House Hui

7. The National Community House Hui on 19 September 2008 was a great success. The organisers were from Massey, Glen Eden, Green Bay, Titirangi and Ranui Community Houses who provided a seeding fund for forming an Incorporated Society. Seventy-three people from all over New Zealand attended the hui with our opening speaker Councillor Janet Clews imparting words of wisdom which were used frequently throughout the hui. The main vein that arose was that individuality was important and that each area was different. The Annual General Meeting voted back the existing Committee who co-opted two outside members. We will now work towards establishing a firm commitment from Porirua who put in a bid to host the next hui. The committee has worked hard to make this happen and look forward to participating as visitors to the next one

New Lynn

8. There is some concern about new public toilets in New Lynn. It has been apparent for a number of years that the existing toilets situated at the bus depot are not very suitable. With all the changes to evolve in the New Lynn business area I would hope that this problem will be addressed. Toilets for evening can be a problem as we know and the new developments need to take into account all of the above

9. The October 2008 meeting of the Community Board is being held on 29 September 2008. The next Board meeting will be on 3 November 2008. Just a reminder that if you are aware of any of the New Lynn community with a concern please steer them to the call centre or to Jack Burton as applicable.

GPJ Marshall
CHAIRMAN



8 **BOARD MEMBERS' REPORTS**

Provision has been made on this agenda for Board Members should they so wish to submit a report on their activities during the month in regard to matters within the scope and delegations of the Board. However, to comply with the provisions of the Local Government Official Information and Meetings Act 1987, no decision may be made on matters raised in Board Members' reports.

NEW LYNN COMMUNITY BOARD APPOINTMENTS

OUTSIDE ORGANISATIONS	APPOINTMENT
Auckland Region and Far North Community Board Association Executive Committee	Gayle Marshall Tony Hartnett (alternate)
City Safety Action Group	Sandy Taylor Pim van der Voort (alternate)
Glen Eden Community House Management Committee	Tony Hartnett
Green Bay Community House Management Committee	Pim van der Voort
Keep Waitakere Beautiful Trust	Wayne Davis Tony Hartnett (alternate)
Waitakere Citizen Advice Bureau	Gayle Marshall
Waitakere Road Safety Steering Group	Pim van der Voort Sandy Taylor (alternate)
Waikumete Cemetery Advisory Group	Sandy Taylor Gayle Marshall (alternate)
COUNCIL COMMITTEES	
Creative Communities Scheme Allocation Subcommittee	Pim van der Voort Wayne Davis (alternate)
New Lynn Community Board Street Events Subcommittee	Sandy Taylor
Long Term Council Community Plan and Annual Plan Committee	Gayle Marshall Pim van der Voort (alternate)



9 **COMMITTEE SECRETARY'S REPORT**





RECOMMENDATIONS

It is recommended that the New Lynn Community Board resolve to:

1. **Receive** the Committee Secretary's Report for the New Lynn Community Board dated 29 September 2008.
2. **Agree** to appoint a representative to attend the Community Boards' Conference in March 2009.
3. **Agree** to appoint an alternate representative to attend the Community Boards' Conference in March 2009, subject to funding arrangements.

A1-A7

	Issue	Comments	Reporting Council Officer
1.	Community Boards' Conference and Best Practice Awards, 19-21 March 2009 Christchurch Officer's Report	<p>This conference will be hosted by Christchurch City Council at the Christchurch Convention Centre and celebrates 20 years of Community Boards. The event commences with a 20th Anniversary Celebratory Dinner on Thursday, 19 March 2008, including the presentation of Best Practice Awards, and closes on Saturday, 21 March 2009. A programme is attached at pages A1 to A7, and further guidelines and information about the Conference are available on the website: www.cbc09.org.nz.</p> <p>The Best Practice Awards are presented to Community Boards in recognition of significant contributions to achieving excellence and innovation in their communities. If a Community Board is involved in a programme or project that displays a high degree of excellence, it may enter for the Awards under one of the following categories:</p> <ul style="list-style-type: none"> • Consultation; • Significant project; • Facilitation; • Partnership; • Heritage; • Working with Maori; • Working with Children and Youth; • Harmonious relations; and • Safety and the NZ Police. <p>Entries can be submitted electronically to: BestPracticeAwards2009@ccc.govt.nz or by registered mail using the attached covering Entry Form. All entries must be received no later than Tuesday, 16 December 2008 at 5pm. Entries will remain with Local Government New</p>	Owena Schuster ☎ 836 8000 Ext: 8553

	Issue	Comments	Reporting Council Officer
		<p>Zealand in Wellington and will be used for sharing good practice with other Community Boards.</p> <p>Each Community Board is invited to nominate one representative to attend the meeting, and one alternate representative. Each representative will be funded by the Council to attend the Conference, and if budgets allow, the alternate representative may also be funded to attend. An option may be for a mix of Council and private support.</p>	
2.	<p>Ken Maunder Park Footbridge Replacement</p> <p>Resolution No. 3830/2007</p> <p>3 December 2007</p> <p>New Lynn Community Board</p> <p>Resolution No. 3867/2007</p> <p>4 December 2007</p> <p>Infrastructure and Works Committee</p>	<p>A resource consent application for the footbridge replacement was lodged with the Auckland Regional Council in May 2008 and is still being processed. The Auckland Regional Council has decided to publicly notify the consent which will add further delays to the approval process. Construction is now scheduled to commence in January 2009, with completion scheduled for late 2009.</p>	<p>Andreas Lilley</p> <p> 836 8000</p> <p>Ext: 8553</p>
3.	<p>Community Board Minor Parks Projects 2008/2009</p> <p>Officer's Report</p>	<p>A report outlining the proposals received for the Minor Parks Projects for the New Lynn Ward will be presented to the New Lynn Community Board in November 2008.</p>	<p>Sarah Natac</p> <p> 836 8000</p> <p>Ext: 8561</p>
4.	<p>Lawson Park, New Lynn and Prospect Park, Glen Eden Playground Upgrade</p> <p>Officer's Report</p>	<p>Playgrounds at Lawson Park, New Lynn and Prospect Park, Glen Eden are being upgraded in 2008/2009 as part of Council's ongoing playground renewal programme.</p> <p>A mail drop was delivered to the local community in March 2008 and survey results have been collated. A concept design has been developed and this was distributed to the community in August 2008. The building consent application was lodged in late September 2008.</p>	<p>Tracey Hamilton</p> <p> 836 8000</p> <p>Ext: 8969</p>
5.	<p>Re-vegetation Programme for 2008</p> <p>Officer's Report</p>	<p>The Re-vegetation Programme for 2008 included weed control been carried out on the following sites:</p> <ul style="list-style-type: none"> • the roadside berm next to 99 Seabrook Avenue; and • the pathway from Kaurilands School to Daffodil Street. 	<p>Helen Biffin</p> <p> 836 8000</p> <p>Ext: 8758</p>



	Issue	Comments	Reporting Council Officer
		Planting was completed during September 2008; this project will now enter a maintenance period of one year. Weed control is not being carried out on private berms or school berms as part of this project.	
6.	Parrs Park Car Park and Accessway Upgrade Officer's Report	The southern vehicle access to Parrs Park from West Coast Road is being upgraded in 2008/2009 as part of Council's ongoing car park renewal programme. The accessway will be formalised with a concrete nib edge, along with seal repairs and line marking. The project is currently being tendered as one contract with other reserve car park renewal projects. Physical works for this contract are scheduled to commence from November 2008 and be completed by February 2009.	Andreas Lilley  836 8000 Ext: 8553
7.	Parrs Park, Glen Eden Playground and Landscape Upgrade Officer's Report	The playground at Parrs Park is being upgraded as part of Council's ongoing playground renewal programme. The playground and landscape design will be undertaken in 2008/2009 with construction taking place in the summer of 2009/2010. Submission forms were distributed to the local community in late July 2008 and closed on 22 August 2008. Designs are currently being developed, incorporating the feedback received. The designs will be completed in this financial year and the upgrade of the playgrounds will be undertaken in the 2009/2010 financial year.	Tracey Hamilton  836 8000 Ext: 8969
8.	Sunvue Park and Annison Green, Glen Eden Playground Upgrade Officer's Report	Playgrounds at Sunvue Park and Annison Green, Glen Eden are planned to be upgraded in the next financial year as part of Council's ongoing playground renewal programme. Submission forms were distributed to the local community in July 2008 which closed on 1 August 2008. Designs are currently being developed incorporating the feedback received. The designs will be completed in this financial year and the upgrade of the playgrounds will be undertaken in the 2009/2010 financial year.	Tracey Hamilton  836 8000 Ext: 8969

	Issue	Comments	Reporting Council Officer
9.	La Rosa Reserve Toilet Block Removal Officer's Report	The toilet block at La Rosa Reserve is planned to be removed. Consultation with the local community is currently being undertaken. A full report will be presented to the New Lynn Community Board in November 2008.	Andreas Lilley ☎ 836 8000 Ext: 8969
10.	Rewarewa Walkway 30 April 2007 Resolution No. 762/2007	Groundwater monitoring of the stream banks along the closed section of the Rewarewa walkway is continuing. Results from the monitoring will be reported to the New Lynn Community Board in December 2008 with recommendations for the future of the walkway.	Andreas Lilley ☎ 836 8000 Ext: 8553
11.	Crum Park Sand Field Upgrade Officer's Report	The upgrade of the number one sand field at Crum Park is scheduled to commence in October 2008. Works involve establishing a new sand carpet with new turf, and associated drainage and irrigation improvements. User groups have been notified and reallocated at alternative locations. The field will be unavailable for use until May 2009.	Andreas Lilley ☎ 836 8000 Ext: 8553
12.	Harold Moody Park Sand Field Upgrade Officer's Report	The upgrade of the number one sand field at Harold Moody Park is scheduled to commence in October 2008. Works involve establishing a new sand carpet with new turf, and associated drainage and irrigation improvements. User groups have been notified and reallocated at alternative locations. The field will be unavailable for use until May 2009.	Andreas Lilley ☎ 836 8000 Ext: 8553
13.	Shadbolt Park Sand Field Construction Officer's Report	The construction of a new sand field on the number one field at Shadbolt Park (upper field) is scheduled to commence in December 2008. Works involve establishing a new sand carpet with new turf, and associated drainage and irrigation. User groups have been notified and reallocated at alternative locations. The field will be unavailable for use until June 2009.	Andreas Lilley ☎ 836 8000 Ext: 8553
14.	Lawson Park Sand Field Upgrade Officer's Report	The upgrade of the number one sand field at Lawson Park is scheduled to commence in November 2008. Works involve establishing a new turf and a consistent playing surface. User groups have been notified and reallocated at alternative locations. The field will be unavailable for use until April 2009.	Andreas Lilley ☎ 836 8000 Ext: 8553
15.	Proposed Pedestrian Lights at Rata Street Junction, New Lynn	Preliminary investigation has concluded that a signalised pedestrian crossing can be supported across Rata Street (near Rimu Street) based on the number of	Sue Liddell ☎ 836 8000 Ext: 8736

	Issue	Comments	Reporting Council Officer
	Public Forum 4 February 2008	pedestrians crossing Rata Street and the accident history. However, due to the high volumes of traffic on Rata Street during the peak hours, delays to traffic will be significant. The cost of installing pedestrian signal here is not likely to be subsidised by Land Transport NZ because of the disbenefits to traffic on Rata Street. More investigation is required to develop options for the Community Board. A report will be prepared for the February 2009 meeting of the Board.	
16.	Condition of the footpaths in Pleasant Road, Roland Hill, and from Clayburn Road to West Coast Road Public Forum 4 August 2008	The footpaths in Roland Hill have been identified in this year's programme for new kerb and channel and associated footpaths. Pleasant Road and Clayburn Road have not been identified to receive priority repairs this year. Priorities are based on the extent of the damage and the footpaths usability. Any specific location requiring attention can be phoned through to the Council's Call Centre for the area to be made safe.	Sue Liddell ☎ 836 8000 Ext: 8736
17.	Rankin Avenue, New Lynn – Possibility of Providing More Parking Chairman's Report Resolution No: 1263/2008	This location was investigated and it was identified that there is a significant pattern of accidents involving vehicles waiting to turn right into Ambrico Place being struck from behind by south bound through traffic on Rankin Avenue (four reported accidents in the past five years). Removing the yellow no parking lines would exacerbate this problem. Instead, Council will be installing a new painted right turn pocket at this intersection to address this accident pattern. No additional on-street parking spaces are required to be removed. This work will be completed within the next three months.	Sue Liddell ☎ 836 8000 Ext: 8736

COUNCIL REPORTS FOR INFORMATION ONLY		
Report Name	Committee	Attachment Pages
New Lynn Rail Trench: Public Notification Of New Road Levels	Finance and Operational Performance Committee	Report and attachments will be circulated as a Supplement.
Local Government Commission Review of the Local Government Act 2002 and Local Electoral Act 2001	Council	Report and attachments will be circulated as a Supplement.
Overview of Civil Defence Emergency Management and Rural Fire Activity	Emergency Services Committee	Report and attachments will be circulated as a Supplement.

COUNCIL REPORTS FOR INFORMATION ONLY		
Report Name	Committee	Attachment Pages
Waitakere Information Access Framework – Update	Policy and Strategy Committee	Report and attachments will be circulated as a Supplement.
Parrs Park Concept Plan Update and Hearing of Submissions	Infrastructure and Works Committee	Report and attachments will be circulated as a Supplement.
Contract No. SP07013A – Ken Maunder Footbridge Replacement	Tenders Subcommittee	Report and attachments will be circulated as a Supplement.
Contract No. TA07043B – Routley Drive Kerb and Footpath Upgrades	Tenders Subcommittee	Report and attachments will be circulated as a Supplement.

REPORTS PENDING			
Subject	Date Requested	Report Due	Reporting Officer
Project Twin Streams Four Monthly Progress Report	Resolution No. 1445/2005 1 August 2005 Last updated 4 February 2008	3 November 2008	Tony Miguel  836 8000 Ext: 8294
Glen Eden Township – Pedestrian Safety Issues and Lack of Disabled Parking	Public Forum 3 September 2007	2 February 2009	Caisey Marter  836 8000 Ext: 8138

Report prepared by: Carmen Fernandes, Committee Secretary.



10 ARAOE ROAD AND SHERIDAN DRIVE, NEW LYNN - SPEED HUMPS

EXECUTIVE SUMMARY

The purpose of this report is to seek the approval of the New Lynn Community Board to construct speed humps in Arahoe Road and Sheridan Drive, New Lynn as part of the slow street programme to be funded in the Annual Plan 2008/2009.

Council officers consulted with the residents of Arahoe Road and Sheridan Drive in July and August 2008 and there was support for the speed hump scheme.

The options identified were speed humps, chicanes and side islands.

RECOMMENDATIONS

It is recommended that the New Lynn Community Board resolve to:

1. **Receive** the Arahoe Road and Sheridan Drive, New Lynn – Speed Humps report.

2. **Approve** the proposed design and construction of **SPEED HUMPS IN ARAHOE ROAD AND SHERIDAN DRIVE, NEW LYNN.**

BACKGROUND

1. Arahoe Road and Sheridan Drive have been on the slow streets priority list for a number of years and were identified as the top priority for implementation in the current year.
2. Arahoe Road and Sheridan Drive are classified as local roads in the Waitakere City Council District Plan. Arahoe Road runs between Hutchinson Avenue and Gilliam Street, and Sheridan Drive runs between Gilliam Street and Blease Street. Arahoe Primary School is accessed from Arahoe Road.

DECISION MAKING

Issues

3. Concerns have been raised by some residents of this road and local politicians in the past few years regarding the safety of pedestrians and the speed of vehicles travelling through Arahoe Road and Sheridan Drive. These roads have been prioritised based on a number of factors which includes traffic volume, crash records and the function of the road within the road network.
4. The reported accident history for Arahoe Road and Sheridan Drive (last five years) as recorded in the New Zealand Transport Agency accident database includes one minor and one non-injury accident. The database does not contain a complete list of all accidents, especially minor or non-injury accidents that have occurred. It is entirely possible one or more unreported accidents have occurred in these streets.
5. The location and design of the speed humps are shown on the diagram attached at page A8 of the agenda. The construction material of the speed humps is asphalt and the implementation will include road markings to define the position of the speed humps and the standard warning signs at the start and end of the road.

A8

Options Identified

6. The options considered were speed humps, chicanes and splitter islands. The options other than speed humps did not go ahead as they involved parking restrictions and/or affected private property driveways. These options would be associated with a more costly solution.

Consideration of Community Views

7. The installation of speed humps will address the speeding issues and improve safety along Arahoe Road and Sheridan Drive.

Preferred Option

8. The preferred option is to construct speed humps in Arahoe Road and Sheridan Drive.

STRATEGIC CONTEXT

9. Council's Integrated Transport and Communication platform provides the strategic context for this report. The vision is for public transport and communications systems that provide fast, effective services, and for safe City travel facilitated by integrated, environmentally-responsible and innovative design, with a focus on meeting the essential needs of all, for access, communication, and safety.
10. The implementation of slow street treatment focuses on addressing speed related safety problems and providing a more pedestrian friendly environment. However, implementing slow streets has some negative consequences including impeding response times for emergency vehicles and reducing ride comfort for vehicle occupants including public transport.

CONSULTATION

11. Consultation letters were circulated to the 120 residential properties in Arahoe Road and Sheridan Drive with voting sheets asking residents to indicate whether they were in favour of, or opposed to, the installation of speed humps.
12. The letter drop responses were as follows:
 - 53 residents replied to the proposed scheme;
 - 48 residents expressed support for the scheme;
 - One resident expressed their dissatisfaction for the scheme indicating it is an inconvenience to every household and it will reduce the property value;
 - One resident expressed their dissatisfaction for the scheme indicating it can do damage to the car;
 - One resident expressed their dissatisfaction for the scheme indicating there is already a school zone speed restriction and traffic calming would only apply to a minority after school hours;
 - One resident expressed their dissatisfaction for the scheme indicating Arahoe Road is a short street and does not require any speed humps; and
 - One resident expressed their dissatisfaction for the scheme indicating he would like to see more enforcement from police rather than traffic calming measures.
13. In summary, a total of 53 responses were received from the residents with 48 responses (91%) supporting the installation of speed humps and five responses (9%) opposing the installation of speed humps.
14. Letters have been sent out to the residents who opposed the scheme to inform them about Council's recommendation to install speed humps along Arahoe Road and Sheridan Drive. The letter also stated that a report will be presented to the Community Board on 29 September 2008 for their approval to install the speed humps. The residents have the opportunity to raise any further concerns at the meeting.

RESOURCES

15. Funding of \$105,000 has been provided in the Annual Plan 2008/2009 for slow streets and the proposed speed calming measures can be implemented under this budget.

IMPLEMENTATION ISSUES

16. There are no implementation issues.

Report prepared by: Sreekanth Vidhyadharan, Transport Engineer.



11 COMMUNITY WELLBEING LOCAL FUND ALLOCATION 2008

GLOSSARY

New Lynn Community Board	(NLCB)
Community Wellbeing Local Fund	(CWLF)
Community Wellbeing Fund	(CWF)
Community Assistance Fund Policy and Guidelines	(CAFPG)

EXECUTIVE SUMMARY

The purpose of this report is to provide the New Lynn Community Board (NLCB) with information related to the New Lynn Ward applications to the Community Wellbeing Local Fund (CWLF).

Five New Lynn Ward applications were received for the first round of the CWLF and are deemed eligible by Council's Community Grants Officer.

RECOMMENDATIONS

It is recommended that New Lynn Community Board resolve to:

1. **Receive** the Community Wellbeing Local Fund Allocation 2008 report.
2. **Agree** to consider New Lynn Ward applications to the Community Wellbeing Local Fund and allocate funding as per the Community Assistance Fund Policy and Guidelines.

BACKGROUND

1. The CWLF provides small sums of monetary assistance in the way of grants to a wide range of groups in the community, who provide local services and activities on a voluntary or 'not-for-profit' basis.
2. Recently the Council increased the amount of money allocated to the Community Wellbeing Fund (CWF) to align with the current cost price index. The Council allocates 50 cents per head of population which equates to an amount of \$113,000, of which \$56,000 is allocated to Citywide projects by the Finance and Operational Performance Committee. The balance is allocated to each Community Board on a Ward population basis.
3. In May 2008, a final workshop was held with all four Community Boards. At the workshop the Community Boards agreed:
 - To have three rounds per financial year from each Ward;
 - The criteria be expanded to include applications from individuals;

- That every eligible applicant be given the opportunity to present their application to the respective Community Board;
 - To enable organisations to apply for cultural activities;
 - That catering costs may only be accepted as part of a larger programme or activity to a maximum sum of \$250; and
 - In general, support will not be provided to organisations that request assistance for activities that promote religious and or political beliefs unless they are proven to have community benefit.
4. At its meeting on Monday, 7 April 2008, the Finance and Operational Performance Committee resolved to:
- “1. **Receive** the *Community Assistance Funds Restructure and Policy Development report*.
 2. **Approve** the *recommended option for the Community Assistance Funds restructure and policy development*.
 3. **Approve** that the *Community Sports Fund Allocation Subcommittee be disbanded and the meeting cost funds transferred to the Community Assistance Fund Subcommittee which should be chaired by a Councillor.*”

580/2008

DECISION MAKING

Issues

Promotion

5. The following methods were used to advertise and promote the CWLF which closed on 29 August 2008:
- Two advertisements in the Western Leader;
 - Community Assistance Newsletter – posted to 1,000 community groups;
 - CWLF workshops;
 - Waitakere City Council website; and
 - Information and application forms were provided to, all libraries, Community Centres and Citizen’s Advice Bureau.
6. Although significant advertising of the CWLF was undertaken, it is of concern that there were a low number of applications submitted. Therefore, it is recommended that a review takes place identifying improvements in the promotion of the CWLF.

Assessment of Options

7. The NLCB has five eligible applications to consider for financial assistance with the total amount requested being \$5736.28. The maximum amount each applicant may apply for is \$1,500.
8. The Community Grants Officer has assessed each application against the Community Assistance Funds Policy and Guidelines (CAFPG) and deems all of the applications to be eligible for consideration by the NLCB. Below is a list of the five eligible applications and the amounts requested:

Applicant	Amount applied for
Green Bay Kindergarten	\$1500.00
New Lynn Kindergarten	\$673.78
Glen Eden Community House	\$562.50
Glen Eden Baptist Church	\$1500.00
Melino Moe Trust	\$1500.00
Total Applications received	\$5736.28
Total amount available for CWLF 2008/2009 is \$17,078.00	

- A9-A14* 9. All applications have been sorted from highest to lowest in terms of their eligibility by the Community Grants Officer. This assessment has been based on the information provided in the application and aligned to the eligibility criteria under the Community Assistance Policy and Guidelines attached at pages A9 to A14 of the agenda.
- A15-A199* 10. It was confirmed that funds through the Boards should be available throughout the year, to include applications from individuals and that every applicant may present their applications to the appropriate Community Board for decision. Once the decision has been reached at the Community Board meeting, confirmation of payment to the applicant be forwarded to the Community Grants Officer to distribute to the successful applicants. All other conditions are set out by the individual Community Boards. The full applications are attached at pages A15 to A199 of the agenda.
11. The Council's Community Grants Officer recommends that the NLCB work through the applications in order, making an allocation on each application.

STRATEGIC CONTEXT

12. The Local Government Act 2002 states that as part of the preparation of the Long Term Council Community Plan a set of community outcomes must be identified for the City. The Council takes these into account in the formulation of its strategic direction and budgeting and provides a mandated set of strategic outcomes to assess grants against.
13. A number of the Council's Community Outcomes and the Council's Strategic Platforms priorities have a strong connection to social wellbeing. The Community Outcomes and Strategic Platforms priorities are proposed to be the key areas for which the CWF would be assessed against. The key Community Outcomes include; Strong Communities, Toiora, Urban and Rural Villages and Working Together. The Council Platforms are Strong Communities and Urban and Rural Villages.
14. As part of the prioritisation process, applications to the CWF will be assessed against the contribution for achieving the social wellbeing oriented Community Outcomes and Council's Strategic Platforms priorities.

CONSULTATION

15. Consultation on the CWLF was held with Council officers, Community Boards and external clients and organisations.

RESOURCES

16. The NLCB has a total of \$17,078.00 to allocate to during the 2008-2009 financial year through three funding rounds.

IMPLEMENTATION ISSUES

17. There are no implementation issues.

Report prepared by: Janna Gilligan, Community Grants Officer.



12 MASON PARK, LAWSON PARK AND ARCHIBALD PARK – TELECOM CELL SITE PROPOSALS

GLOSSARY

Cellular	(cell)
Department of Conservation	(DOC)
Telecom Mobile Limited	(Telecom)
The New Lynn Reserves Management Plan	(the Plan)

EXECUTIVE SUMMARY

The purpose of this report is for the New Lynn Community Board to approve granting a telecommunications licence to Telecom Mobile Limited (Telecom) for part of Mason Park in New Lynn and make any comments if the Board wishes on similar proposals for Lawson Park in New Lynn and Archibald Park in Kelston.

The latter two reserves are held as Citywide Sportsfields and the proposals for telecommunications licences on these reserves will be heard by the Infrastructure and Works Committee on 1 October 2008.

RECOMMENDATIONS

It is recommended that the New Lynn Community Board resolve to:

1. **Receive** the Mason Park, Lawson Park and Archibald Park – Telecom Cell Site Proposals report.
2. **Agree** that for the purposes of section 48A(2) of the Reserves Act 1977 the mast, associated antennae and equipment cabinet are necessary for the purpose of Telecom Mobile Limited's telecommunications station and cannot readily be provided outside Mason Park.
3. **Agree** that in terms of section 48A(5) of the Reserves Act 1977, Mason Park is not likely to be materially altered or permanently damaged by the granting of the licence and that the rights of the public in respect of the reserve are not likely to be permanently affected. Therefore, public consultation is not required under section 48A of the Reserves Act 1977.

A202

4. **Approve** that authority to negotiate and conclude a licence with Telecom Mobile Limited under section 48A of the Reserves Act 1977 for that part of Mason Park, 13 Fruitvale Road, New Lynn (Allotment 495 SO 31019 and Part Allotment 160, SO 29385, Waikomiti) shown on the plan attached at page A202 of the agenda, be delegated to the Chief Executive Officer and that the licence be executed as negotiated.

BACKGROUND

1. Telecom has proposed to Parks staff to locate new cell sites within each of Mason Park, Lawson Park and Archibald Park. Parks staff have carried out considerable consultation with Telecom in terms of the proposal.
2. Consultation with Telecom has involved site visits, reviewing the proposed site plans and negotiating with respect to benefits that can be provided towards each reserve. The benefits to be provided in respect of each reserve are set out below.
3. By way of background, Telecom has more than 2.2 million mobile telephone customers and over 1,000 mobile cellular (cell) sites throughout New Zealand. Telecom wants to improve the performance of their network.
4. Telecom is developing mobile voice and high speed data technology which is part of third generation wireless standards. In order to establish this network additional sites are required for Telecom's network.
5. A mobile cell site is a small low-powered radio transmitting and receiving station. It holds antennae which send and receive radio signals to mobile telephones. Mobile cell sites link mobile telephones to mobile and fixed line telephone networks.

DECISION MAKING

Mason Park

A200-A202

6. Mason Park is a neighbourhood park in the New Lynn Ward. Telecom's proposal and site plan relate to Allotment 495 SO 31019 (classified as a recreation reserve under the Reserves Act 1977) and Part Allotment 160, SO 29385, Waikomiti (held for recreation purposes). The proposal and site plan for Mason Park are attached at pages A200 to A202 of the agenda.

A200-A202

7. Telecom's proposal is to locate a cell site on Mason Park as shown on the site plan attached at pages A200 to A202 of the agenda. The cell site comprises of a mast and an equipment cabinet, the details are shown on the site plan. In addition Telecom also proposes to attach two lights to the mast for the purposes of providing lighting to the walkway to the adjacent railway station and car park. Through negotiations with Telecom, Telecom has also agreed to contribute \$10,000 to the installation of new lighting for the walkway within Mason Park. As well, Telecom has also agreed to contract a local artist, to be approved by Parks staff, to paint the equipment cabinet.
8. Telecom has also agreed to pay annual fees and various other fees as set out in paragraph 22 below. It is intended that these fees will be used to upgrade and maintain Mason Park.

9. Placing the cell site on Mason Park will ensure that good hand-held coverage is provided to Telecom customers. The mast height available on this site provides adequate clearance allowing maximum coverage. Four alternative sites were considered nearby but were all unsuitable due to the low height of an existing building, lack of space for cabinetry, poor access to site and Telecom being unable to reach agreement with the landowners. Council officers accept that the infrastructure involved cannot be adequately provided elsewhere in the locality.

Lawson Park

- A203-A205 10. Lawson Park is a Citywide park in the New Lynn Ward and is classified as a recreation reserve under the Reserves Act 1977. Telecom's proposal and site plan relate to Sect 1 and Sect 2 Blk V SO 12265 Hetana Hamlet. The proposal and site plan for Lawson Park are attached at pages A203 to A205 of the agenda.

- A203-A205 11. Telecom's proposal is to locate a cell site on Lawson Park as shown on the site plan attached at pages A203 to A205 of the agenda. The cell site comprises of a mast and an equipment cabinet, the details are shown on the site plan. In addition, through negotiations with Telecom, Telecom has also agreed to remove four old floodlights and replace with four new flood lights providing lighting to the sportsfields. As well Telecom will locate two new lights on the cell site mast to provide lighting to the back of the sports club located on Lawson Park. Again, Telecom has agreed to contract a local artist to paint the equipment cabinet.

12. Telecom has also agreed to pay annual fees and various other fees as set out in paragraph 22 below. It is intended that these fees will be used to upgrade and maintain Lawson Park.

13. A cell site on Lawson Park will provide good hand-held coverage to customers and the mast height available on this site has adequate clearance for maximum coverage. Two alternative sites were considered but were unsuitable due to insufficient space and Telecom being unable to reach agreement with the landowners. Council officers accept that the infrastructure required cannot be adequately provided elsewhere in the locality.

14. The New Lynn Reserves Management Plan (the Plan) applies to Lawson Park and Mason Park. The Plan states that utility services are only to be located on a reserve if required for some function of the reserve and if permitted be for the exclusive benefit of the reserves and have no adverse effects on the reserve environment.

15. It is also noted that there is an existing telecommunications cell site facility on Lawson Park. As a result DOC has advised that further approval is not required for this proposed cell site in terms of the Reserves Act 1977.

Archibald Park

- A206-A208 16. Archibald Park is a Citywide park in the New Lynn Ward held for the purpose of a recreation reserve. Telecom's proposal and site plan relate to Lot 81 DP 40638. The proposal and site plan for Archibald Park are attached at pages A206 to A208 of the agenda.

- A206-A208 17. Telecom's proposal is to locate a cell site on Archibald Park as shown on the site plan attached at pages A206 to A208 of the agenda. The cell site comprises of a mast and an equipment cabinet, the details are shown on the site plan. In addition, through negotiations with Telecom, Telecom has also agreed to install two new lights on the cell site mast to provide lighting to the existing toilet block on Archibald Park. It has also been agreed that Telecom will install a new light pole and two new lights next to the existing boat ramp. This will provide lighting to users of the boat ramp. Again, Telecom has agreed to contract a local artist to paint the equipment cabinet.

18. Telecom has also agreed to pay annual fees and various other fees as set out in paragraph 22 below. It is intended that these fees will be used to upgrade and maintain Archibald Park.
19. A cell site on Archibald Park will provide good hand-held coverage to Telecom customers and the mast height available on this site has adequate clearance for maximum coverage. Two alternative sites were considered but were unsuitable due to insufficient coverage and Telecom being unable to reach agreement with the landowners. Council officers accept that the infrastructure required by Telecom cannot be adequately provided elsewhere in the locality.
20. The Reserves Management Plan for Archibald Park, adopted in October 1998, is silent in respect of telecommunications. However, the Council's Integrated Transport and Communication Platform provides for fast, efficient, communication services to the whole city and therefore supports the proposal to locate cell sites within Waitakere. The Council's Strategic Priorities for a Safe City are also relevant in that extra lighting for park users will be provided.
21. It is also noted that there is an existing telecommunications cell site facility on Archibald Park. As a result DOC has advised that further approval is not required for this proposed cell site in terms of the Reserves Act 1977.

Benefits to Reserves

22. Parks staff consider that the benefits which will accrue to the reserves as a consequence of Telecom's new cell site developments are sufficient in terms of the requirements of the Plan as well as general Parks requirements for reserves. The benefits which will be provided include:
 - annual fees for each cell site of approximately \$8,000;
 - new lighting is proposed for each reserve;
 - cabinets for each cell site to be painted by a local artist;
 - establishment fees of \$4,000 for each cell site; and
 - upgrade fees of \$1,000 for each cell site.
23. Parks staff intend to enter into a licence with Telecom on the basis of the above terms. The licences will be on similar terms to the licences the Council has entered into with other telecommunications providers.
24. In addition, Telecom must apply for a resource consent for each proposed cell site. The resource consent will also consider whether or not public consultation is necessary.
25. Under the terms of the licences Telecom may upgrade each cell site to a maximum number of six antennae for each cell site provided the existing dimensions of the mast and cabinet are not exceeded. In addition a new resource consent will be required for any upgrade.

Reserves Act 1977

26. The grant of any use of a reserve for a communications station must be in accordance with section 48A of the Reserves Act 1977. Under section 48A the following requirements must be met:
 - DOC consent is generally required to grant a licence;
 - The Council must be satisfied that the masts and structures are necessary for the purposes of the cell site and cannot readily be provided outside the reserve; and

- Public notice of the proposal to grant a licence is made (if they are not contemplated by the management plans) *unless* the reserve is not likely to be materially altered or permanently damaged and the rights of the public are not likely to be permanently affected.
27. Section 48A of the Reserves Act 1977 also states that DOC consent to a communications station on a reserve is not required if the activity is provided for or contemplated in its management plan.
 28. The Plan, which includes provisions for Mason Park, provides that cell sites are not allowed within the reserve unless it is for the exclusive benefit of the reserve and has no adverse effects on the reserve environment.
 29. The Plan notes that the area in Mason Park closest to the railway line has poor visibility and there are concerns about increased vandalism and the safety of the public.
 30. Discussions with DOC has confirmed that it is their view that the additional lighting to be provided by Telecom on the reserve and improved telecommunications coverage fulfil the criteria of being for the exclusive benefit of Mason Park and Lawson Park and are required for some function of the reserve. It is the view of Council officers that the cell site will have no adverse effect on the environment. DOC consent to the proposal is therefore not required.
 31. It is also considered that public notice of the proposal to grant a licence is not required as the reserve is not likely to be materially altered or permanently damaged and the rights of the public are not likely to be permanently affected.
 32. Council officers are also satisfied that the masts and structures are necessary and cannot be provided outside of Mason Park.
 33. In terms of obtaining the consent of the Minister of Conservation to the proposals on Archibald and Lawson Parks, the Council has been advised by DOC that it is not necessary to obtain the Minister's consent to the proposals.

STRATEGIC CONTEXT

34. The Council's 'Integrated Transport and Communication' platform is relevant to this report. The platform is for communications systems that provide fast, effective services with a focus on meeting the essential needs of a wide range of users. The Council considers that by providing for optimally located mobile cell sites Telecom will provide high quality calling throughout its coverage area to Waitakere's growing population. The Council's 'Safe City' strategic priority is also relevant. The additional lighting provided to the reserves will improve safety and security.
35. It is considered that there are no negative effects on the social, economic, environmental or cultural wellbeing of the local community as a result of these proposals.

CONSULTATION

36. Consultation with Parks Planning staff has been undertaken. Parks' criteria to the proposals have been met and no issues of concern have been raised.
37. DOC has been consulted on the site plans and proposals and it has confirmed that its consent is not required.

38. Consultation with Maori: Te Kawerau A Maki and Ngati Whatua Orakei have been forwarded the site plans and proposals for their information and to date have not raised any concerns about the proposals.

39. The current lessees of part of the three reserves (New Lynn Tennis Sports and Social Club Incorporated, New Lynn Rugby League Football Club Incorporated and Ponsonby District Rugby Football Club Incorporated) have been forwarded the site plans and proposals, and have had the opportunity to communicate with Telecom directly on matters which may involve them. The proposals are not within their leased area. No issues were raised.

RESOURCES

40. No resources are required other than staff time.

IMPLEMENTATION ISSUES

41. The implementation of the cell sites will involve:

- finalising the terms of licence with Telecom on terms acceptable to the Service Manager; Parks Planning, and granting the licence;
- obtaining a resource consent on terms acceptable to Telecom; and
- constructing the cell site in respect of each reserve in accordance with Parks standards.

Report prepared by: Odette Pepers, Community & Reserves Lease Officer.



13 PROPOSED EASEMENT – MARGAN RESERVE

GLOSSARY

Margan Reserve	(the Reserve)
Millimetre	(mm)
New Lynn Community Board	(the Board)
Vector Communications Limited	(Vector)

EXECUTIVE SUMMARY

The purpose of this report is to propose that the Council grants an easement in favour of Vector Communications Limited (Vector) to allow Vector to locate fibre optic cables within Margan Reserve (the Reserve) under section 48 of the Reserves Act 1977.

This report recommends that the proposed easement be approved for the reasons set out in this report.

This report is directed to the New Lynn Community Board (the Board) under delegations 10 and 11 of the delegation to community boards on the basis that the Reserve is a local reserve.

RECOMMENDATIONS

It is recommended that the New Lynn Community Board resolve to:

1. **Receive** the Proposed Easement – Margan Reserve report.
- A209 2. **Agree** that the Chief Executive Officer approves the granting of an easement in favour of Vector Communications Limited in respect of Margan Reserve in accordance with the plan attached at page A209 of the agenda for the purpose of locating fibre optic cables within Margan Reserve.
3. **Agree** that public notice is not required in respect of the granting of the easement referred to in resolution 2 above in accordance with section 48 of the Reserves Act 1977 on the basis that Margan Reserve is not likely to be materially altered or permanently damaged and the rights of the public are not likely to be permanently affected.

BACKGROUND

1. Vector is currently installing cables between Blockhouse Bay and New Lynn. As part of this route Vector is installing cables along Margan Avenue.
- A210 2. Usually Vector would locate these cables within the road. However, Vector is unable to locate the cables within the road adjacent to the existing New Lynn Water Pump Station (that is located under the Reserve as shown in the plan attached at page A210 of the agenda). This is because the water concrete chambers, in respect of the Water Pump Station, occupy the entire road to the boundary of the Reserve. As a result, Vector is required to lay the cables around the chambers and therefore slightly within the Reserve.
- A209 3. The plan attached at page A209 of the agenda indicates in the dotted line where Vector proposes to locate the cables. The line shows how Vector proposes to lay the cables in relation to the existing water utilities and the chambers attached to the Water Pump Station.
4. On this basis Vector has requested approval from Parks staff to locate the proposed cables within the Reserve.
5. The proposal involves:
 - (a) laying 2x 60m long cables for fibre optic cables with a diameter of 100 millimetres (mm); and
 - (b) locating the cables at 600mm depth.
6. In order to formalise the location of the cables within the Reserve it is proposed to grant an easement to Vector that will in addition identify the location of the cables and include maintenance and access requirements.
7. The issues arising in relation to the proposal are:
 - (a) the disadvantages of the proposed easement;
 - (b) the benefits of the proposed easement;
 - (c) the public notification process, if any; and
 - (d) the costs to Council.

DECISION MAKING

Issues

Disadvantages

8. The disadvantages of the proposal to locate cables within the Reserve (at a depth of 600mm) are:
 - (a) that additional utilities that will be located within the Reserve;
 - (b) future access and maintenance to the cables will occur although the affect on the Reserve should be minimal.
9. It is considered that the disadvantages arising out of the granting of the easement and location of the proposed cables within the Reserve will be outweighed by the benefits of the proposal as set out below.

Benefits

10. The main benefits of the proposed easement and location of cables are:
 - (a) that the proposal will enable fibre optic technology to be made available within this area of New Lynn;
 - (b) that residents within this area will benefit from future access to fibre optic technology;
 - (c) that access to fibre optic technology aligns with the Council's Integrated Transport and Communications platform. This platform involves providing fast and effective services to the City and the installation of broadband is one such priority.
11. On the basis of the above it is considered that the benefits resulting from the proposed location of the cables and the proposed easement outweigh any disadvantages.

Public Notification

12. Under section 48(3) of the Reserves Act 1977 public notification of the proposal is not required to be undertaken where:
 - (a) the reserve is not likely to be materially altered or permanently damaged; and
 - (b) the rights of the public in respect of the reserve are not likely to be permanently affected.
13. It is considered that the trenching works will be carried out within a short timeframe and there will not be any resulting damage as set out in paragraphs (a) and (b) above. Therefore it is considered that public notification is not required under section 48 Reserves Act 1977.

Costs of Easement

14. The costs relating to the easement will be paid for by Vector.

Options Identified

15. The options in relation to the proposed easement and proposal to lay the cables within the Reserve are limited because Vector is unable to lay the cables within the road for the reasons set out in paragraph 2 above.

Assessment of Options

16. On balance, it is considered that there are limited options available to Vector. Given that Vector is unable to lay cables within the road at this location it is considered acceptable to locate the cables within the Reserve provided that an easement is granted to Vector on terms acceptable to the Council.

Preferred Option

17. The preferred option is to locate the cables within the reserve and grant an easement to Vector for these purposes.

STRATEGIC CONTEXT

18. The Council's Integrated Transport and Communications platform involves providing fast and effective services to the City. A priority of which is the installation of broadband.
19. The location of fibre optic cables within New Lynn is supported by this platform and will enable broadband to be accessible to residents within this area of New Lynn.

CONSULTATION

20. Consultation has been undertaken with relevant Council staff including Parks and Open Space Assets.
21. Public notification is not required in respect of this proposal as set out above in this report.

RESOURCES

22. No resources are required other than staff time in respect of the proposed easement.

IMPLEMENTATION ISSUES

23. If a decision is made to approve the proposed location of the cables within the Reserve and to grant an easement in respect of the area in which the cables are located within the Reserve the process required to complete this project involves:
 - (a) agreeing on detailed plans for the location of the cables; and
 - (b) approving terms of easement in respect of the Reserve.

Report prepared by: Huia Kingi, Parks Consent Planner: Parks Planning.

