

NOTICE OF MEETING

WAITAKERE COMMUNITY BOARD

(Bethells/Te Henga, Waitakere Village, Swanson, Piha, Karekare, Oratia, Laingholm and Titirangi South of and including Titirangi Village)

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

DATE: Tuesday, 30 September 2008 **TIME:** 7.00 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

Judith Moore
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8950

MEMBERSHIP:

Mr	KJP	Witten-Hannah, JP (Chairman)
Mrs	CA	Shepherd, JP (Deputy Chairman)
Ms	LE	Davies
Mrs	EG	Francke
Cr	PA	Hulse
Cr	PG	Mitchell
Mr	EN	Taylor

(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 WAITAKERE COMMUNITY BOARD TO BE HELD IN
THE COUNCIL CHAMBER AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY
ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 30 SEPTEMBER 2008,
COMMENCING AT 7.00 PM**

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**AGENDA FOR A MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE HELD IN
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ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 30 SEPTEMBER 2008,
COMMENCING AT 7.00 PM**

1 APOLOGIES



2 CONFIRMATION OF MINUTES

Meeting Minutes – Tuesday 2 September 2008

RECOMMENDATION

It is recommended that the Waitakere Community Board resolve to:

Receive the minutes of the meeting of the Waitakere Community Board held on Tuesday, 2 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 PRESENTATIONS

A HUIA SEAWALL RENEWAL PROGRAMME

Phil Bull, Roading Engineer: Transport Assets will present to the Waitakere Community Board on the "Huia Seawall Renewal Programme".

B CRIME PREVENTION PORTFOLIO

Crime Prevention Leader: Safe Waitakere will present an overall brief on the Crime Prevention Portfolio, with a focus on the Waitakere City Community Boards' Model on addressing community crime.



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 Waitakere Community Board resolve to.

Receive the Chairman's Report for September 2008.

REPORT

1. Spring is here and projects around the Ward are making progress. The passing bays on the Piha Road have been marked and the Karekare toilet is on target. However, I am concerned that although the slip on Forest Hill Road has been well marked for safety, the problem is still there.

2. On 5 September 2008 I attended the Piha Residents and Ratepayers meeting. They are looking forward to the official opening of the new bridge. It will be a good chance for all Board Members to pay a visit to Piha, meet the locals and see the fabulous new bridge. There is concern about slips and there are problems where weed removal can lead to ground instability in current weather conditions. This is a difficult balancing act both for locals and council staff. The issue of the Thundercat event is still raising concern and flags wider issues about events in the Heritage Area. Like us they are concerned about the delays in the speed limit review, so here's hoping for good news soon. I gave them some information about the Long Trail project. They agree that this could be very positive, so long as it is handled right.
3. At the Oratia Residents and Ratepayers meeting 9 September 2008 the mould in the small hall was still an issue. They have been told that this is a cleaning issue and therefore the responsibility of the association. I do not think this is fair because mould is more than a cleaning issue. I passed on Christine Shepherd's suggestion about salt water. We will continue to discuss this problem to seek an ongoing solution. I was surprised that they had not been contacted about the Council decision to create the first Local Area Plan in Oratia. It is important that they are kept informed and that the process is not rushed. Boundaries will need to be set. Forest Hill Road is a natural division between the Oratia and Henderson Valley catchments and on other sides the boundary of the Ward will apply. However, there may be issues around Scenic Drive, West Coast Road and Forest Hill Road. It will be important that decisions on boundaries are made in consultation with both the Oratia and Waiatarua communities. Kerry Gould was selected to represent the group on the On-site Wastewater Group.
4. On 10 September 2008 I talked to the Waiatarua Residents and Ratepayers Association about the Local Area Plan process. They will be watching progress in Oratia with interest and will be keen to be involved in setting the boundary for the Oratia Local Area Plan. They have another play coming up there soon and given past shows I am sure it will be well worth attending.
5. The Piha Karekare Local Water Agenda Group met on 16 September 2008. Good progress is being made on issues around the safety of the Piha Lagoon. A clear way forward has been established to ensure that the lagoon which will be much cleaner this summer and longer term solutions are planned. Council officers under the guidance of Tony Miguel are doing great work as is Piha representative Simon Brown who brings both passion and knowledge to the problems. It is very encouraging that the community groups involved are taking an open and positive attitude.
6. The same evening I also attended a meeting of the group of residents concerned about issues around the Timata Hou facility in Shaw Road. This is a hard working and moderate group. There is little support from Timata Hou management and it is of concern that a resident was able to be outside the facility for some two hours without an alarm being raised.
7. There are still more meetings to attend. I hope to get to some of the Going West Festival and I intend to visit the Laingholm residents to discuss their concerns about their park. On Wednesday, 24 September 2008 it will be the Council meeting and then the Annual General Meeting of the Henderson Valley Residents and Ratepayers Association.

KJP Witten-Hannah, JP

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.

WAITAKERE COMMUNITY BOARD APPOINTMENTS

OUTSIDE ORGANISATIONS	APPOINTMENT
Auckland Region and Far North Community Board Association Executive Committee	Christine Shepherd
City Safety Action Group	Evan Taylor Linda Davies (alternate)
Huia/Cornwallis Local Water Agenda Steering Group	Linda Davies
Keep Waitakere Beautiful	Christine Shepherd Elizabeth Francke (alternate)
Piha/Karekare Local Water Agenda Steering Group	Kubi Witten-Hannah
Waitakere Citizen Advice Bureau	Gayle Marshall Linda Davies
West Coast Plan Liaison Group	Elizabeth Francke
COUNCIL COMMITTEES	
Community Sport Fund Allocation Subcommittee	Christine Shepherd Evan Taylor (alternate)
Creative Communities Scheme Allocation Subcommittee	Linda Davies Kubi Witten-Hannah (alternate)
Kay Road Balefill Site Management Committee	Christine Shepherd
Long Term Council Community Plan and Annual Plan Committee	Kubi Witten-Hannah Elizabeth Francke (alternate)
Street Events Subcommittee	Evan Taylor



9 COMMITTEE SECRETARY'S REPORT

RECOMMENDATIONS

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Committee Secretary's Report for the Waitakere Community Board dated 30 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.

	Issue	Comments	Reporting Council Officer
1.	Karekare Beach Toilet Development Officer's Report	The Karekare Beach toilet construction is continuing with physical works scheduled for completion by the end of October 2008. The existing toilet and the visitor's car park remain open during construction.	Andreas Lilley ☎ 836 8000 Ext: 8553
2.	Re-vegetation Programme for 2008 Officer's Report	Weed control has been carried out on the roadside berm at the corner of Seaview and Beach Valley Roads, Piha in order to enhance the small area of native bush and reduce weeds in that area. There will be no planting on the road corner in order to maintain driver visibility at this junction. Planting was completed in September 2008 and this project will now enter a maintenance period of one year.	Helen Biffin ☎ 836 8000 Ext: 8758
3.	Titirangi War Memorial Car Park Upgrade Officer's Report	The northern part of the car park at the Titirangi War Memorial Reserve adjacent to the kindergarten is being upgraded in 2008/2009 as part of Council's ongoing car park renewal programme. The car park will be resealed, along with minor kerb and channel 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
4.	Community Boards' Conference and Best Practice Awards, 19-21 March 2009 Christchurch Officer's Report	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 20 th 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-A7, and further guidelines and information about the Conference are available on the website: www.cbc09.org.nz . 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	Owena Schuster ☎ 836 8000 Ext: 8864

A1-A7

	Issue	Comments	Reporting Council Officer
		<p>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 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>	

COUNCIL REPORTS FOR INFORMATION ONLY		
Report Name	Committee	Attachment Pages
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.
Waitakere Information Access Framework - Update	Policy and Strategy Committee	Report and attachments will be circulated as a Supplement.

REPORTS PENDING			
Subject	Date Requested	Report Due	Reporting Officer
Project Twin Streams Four Monthly Report	Resolution No. 1468/2005 August 2005 Last updated 5 February 2007	4 November 2008	Tony Miguel ☎ 836 8000 Ext: 8294
Parking in Titirangi Township	Resolution No. 894/2008 3 June 2008	4 November 2008	Jane Harris ☎ 836 8000 Ext: 8287
Piha / Karekare and Huia / Cornwallis Local Water Plans	Environmental Management Committee September 2004	Further updates will be provided to the Board on the basis of requirement	Tony Miguel ☎ 836 8000 Ext: 8294
Footpath Priority Maintenance List	Resolution No. 3726/2007 September 2008	4 November 2008	Canute Chandrakumaran ☎ 836 8000 Ext: 8716

Report prepared by: Judith Moore, Committee Secretary.



10 THUNDERCATS RACING EVENT 2009

GLOSSARY

Auckland Regional Council (ARC)
Waitakere Community Board (the Board)

EXECUTIVE SUMMARY

The purpose of this report is to inform the Waitakere Community Board (the Board) on the progress of the application from the Thundercat Racing Association for a boat race to be held at North Piha Beach in February 2009.

RECOMMENDATION

It is recommended that the Waitakere Community Board resolve to:

Receive the Thundercats Racing Event 2009 report.

BACKGROUND

- In late 2007, Council received an event application for a Thundercat boat race to be held at North Piha in February 2008. Staff consulted with the Piha Residents & Ratepayers Association and a number of other local people who had in the past expressed concern at this type of event being held at Piha. The event went ahead under strict conditions set by the Council and the Auckland Regional Council (ARC) / Harbourmaster.

2. In addition to the Council's standard general conditions for use of a park or reserve, a number of additional conditions were assigned to this event. The requirements assigned to the event organiser included: submit all regulatory licences to Council 10 days prior to the event; payment of a bond of \$300; notify a list of representatives from the Piha community of the event; collect and remove litter from the site; keep the reserve, car park, public toilets and changing areas clean and tidy; limit non-commercial vehicle access to the beach for the purpose of transporting boats to 26 vehicle movements in total, and only two vehicles on the beach at any one time, with entry from the boat ramp next to South Piha Surf Lifesaving Club Deck; vehicles were required to travel at a speed not exceeding 20 kilometres per hour and without undue inconvenience to other beach users; self-generated power used in conjunction with Radio Controlled Device protection; comply with the monitoring of amplified music; limit the access of spectators and competitors to designated access ways only with sand dunes in immediate vicinity sectioned off for protection of the dune vegetation from foot traffic; limit structures placed on flat sand as per site plan submitted; accept liability for any costs of repair or reinstatement of park assets.
3. In May of 2008, Council again received an application for the Thundercat Racing Association of New Zealand to hold round six of their national series at North Piha Beach on Saturday, 28 February 2009.
- A8-A14 4. To assist the Board in understanding the processes that the events team undertake when considering applications from organisers to hold events in public spaces, the process flow chart and the event application form that every organiser is required to complete when making a booking for facilities managed or owned by Council are attached at pages A8 to A14).

DECISION MAKING

Issues

- A15-A17 5. In line with internal processes, staff sent the event application and a letter attached at pages A15 to A17 to the President of the Piha Residents & Ratepayers Association and a number of other local interest groups for their information and requested their feedback. Their feedback will be taken into consideration when making a decision on whether to grant the event application, or not.
6. Feedback received from the Piha Residents and Ratepayers Group and local interest group's raised a number of concerns.

Noise

7. Concerns were expressed about expected noise levels from boat engines and from the public address system used during the races. The Thundercat Racing Association Handbook has some very restrictive requirements around mechanical propulsion. Short shaft motors only are allowed and motors are not able to be power trimmed or tilted and must be a standard production motor, i.e. no enhancement is allowed. All motors must have two kill switches, one connected by a lanyard and all boats must have approved propeller guards. All boats must undergo a scrutinisation process prior to racing to ensure that all rules are being met. Races are conducted in two classes of boats, S-750 and Bandit Class. S-750 class boats carry an engine up to 50 horse power and Bandit Class boats carry an engine up to 60 horse power. During racing there is very little engine noise spill beyond the race course and did not result in any complaints being received during racing in 2008.

The public address system is only used for commentary during races. There are 14 races per series, with a maximum length of five minutes. Speakers face out to the race course so noise carries out over the water and not back into residential areas.

Traffic

8. Concerns were raised around possible traffic congestion, especially given racing was occurring on a mid-summer Saturday when normal traffic counts were already high. It is proposed that trailers and tow vehicles will be parked at Piha Domain and if visitor numbers were high, public parking would also occur on the domain. Organisers gave viewing numbers for 2008 at around 250. Thundercat racing, while visually exciting is probably best viewed from television angles to gain a full appreciation of the height they achieve whilst wave jumping. There is not anticipated to be a dramatic increase in viewing numbers for 2009, so actual viewing numbers should remain low, but Council staff will continue to work with the organisers around traffic management.

Beach Access

9. Access to the beach for boat launching is a sensitive issue and one that requires the most management. Racing is undertaken at the northern end of Piha Beach (past Lion Rock). Access to the beach via the launch point at North Piha Surf Lifesaving Club is not possible due to sand dune erosion, except under emergency situations. All access for vehicles towing boats is via South Piha. This requires special restrictions by Council that specifies a maximum of two vehicles on the beach at any one time and they must not exceed 20 kilometres per hour. Boats are taken onto the beach early in the morning before a majority of beach goers arrive and are not taken off the beach until early evening. At all times the Piha Ranger is in attendance to ensure the safety of all.
10. This condition was breached last year, with two late arrivals meaning four vehicles were on the beach and because of rising tides and concerns about driving back down the beach to South Piha, the Council events team member present to observe racing issued instructions for these vehicles to remain on the beach until the end of racing.

Maui Dolphins

11. Concerns were raised about using racing boats in an area known for Maui Dolphins, an endangered species. Once again the Thundercat Racing Association Rule book sets out very clearly what must occur when mammals (or humans) are spotted within or near the racing circuit. At all times there are two marshal boats posted outside of the racing circuit. These boats carry up to three people who are responsible for racing rules, but are also looking for dangers which may occur. Racing is immediately stopped whenever fish life or humans stray too close to the course. In 2008 one race was red flagged and stopped when a board rider came within 100 metres of the course. The boats are also required to use propeller guards, which aid in protection of mammals but also prevents damage to beach bases, should the boats get too close to shore.

Fuelling of Boats

12. Refuelling of boats was raised as a concern. All fuel used must be a commercially available grade and must not exceed a maximum of 98 octane. Special racing fuels, methanol, avgas and the likes are expressly forbidden.

13. There is a restricted area established for refuelling and the transfer of fuel from one container to another must only be done within that restricted area, which has booms and seep mats to ensure if fuel is spilt it is contained within the restricted area. Penalties are levied against any person who spills fuel.

Sand Dune Protection

14. The protection of sand dunes from excessive foot traffic is a problem, not only for Thundercat racing but for all events occurring at the beach. In 2008, following concerns raised by Coastcare, Council staff worked with the organisers to put in place a plan whereby sand dune areas immediately surrounding the racing circuit were staked and taped off with 'no entry' signs. This was monitored by members from Coastcare and was very successful as people respected the 'no entry' areas. A similar plan will be implemented for 2009 should Council and the ARC grant the necessary consents.
15. A meeting of the Council and the ARC was held in August 2008. This meeting was attended by staff from Parks, Events and Resource Consents, the Auckland Harbourmaster and staff from Parks, Consents and Compliance at the ARC. This meeting and its attendees looked at the issues raised and discussed the various consents that the Thundercat Racing Association would be required to seek. The ARC will issue consents for restricted water use and concerns expressed to Council have been forwarded to the ARC for them to take into consideration when making their decision on whether to issue appropriate consents.
16. Staff also sought legal advice on whether the recently adopted Waitakere Ranges Heritage Area Act 2008 may affect any approval by Council as landowner, to allow the Thundercats to utilise Council assets (i.e. a reserve) for a temporary activity in the Waitakere Ranges Heritage Area. The advice received is that the Waitakere Ranges Heritage Area Act 2008 does not prevent an application being made, or Council issuing approval.
17. There are no other by-law or legislative restrictions which would prevent approval for the event being granted.
18. At the time of writing this report, staff were awaiting a final decision by ARC on whether they will grant their consents for the Thundercat's Racing event.

STRATEGIC CONTEXT

19. The Thundercat racing event contributes to a vibrant events portfolio and our Council Events Strategy, which seeks to bring a wide range of events into the city, and give residents opportunities to view or participate in events which fall outside of the standard range. The racing also contributes to the draft Parks and Open Spaces Strategy by opening up green space areas to differing interest groups.

CONSULTATION

20. Consultation has occurred with the following parties:
 - Waitakere City Council Strategic Planning;
 - Waitakere City Council Events & Special Projects Team;
 - Waitakere City Council Parks and Open Spaces Team;
 - Waitakere City Council Resource Consents Team;
 - Waitakere City Council Legal Services Team;
 - ARC;

- Auckland Harbourmaster;
 - Piha Resident & Ratepayers Association;
 - Waitakere Ranges Protection Society;
 - Coastcare; and
 - Various interested Piha residents.
21. This consultation was held to discuss the communities concerns and to look at solutions for mitigation of those concerns going forward and to agree procedures around notification of future events.

RESOURCES

22. There are no financial resources allocated to this project. Staff resources have been allocated for the consultation process and will be allocated to attend the event to ensure that all conditions set by Council (yet to be determined and will be dependant on consent being issued by the ARC) and the ARC are met.

IMPLEMENTATION ISSUES

23. Staff resources will be required to ensure Council requirements are met.

Report prepared by: Barbara Cade, Manager: Events & Special Projects.



11 IAN HENDERSON - MEMORIAL PLAQUE

GLOSSARY

Waitakere Community Board (the Board)
Returned Services Association (RSA)

EXECUTIVE SUMMARY

The purpose of this report is to seek approval from the Waitakere Community Board (the Board) to erect a small plaque in the War Memorial Reserve in Titirangi. This is the area adjacent to the Titirangi War Memorial Hall, Community House and Library.

The plaque would acknowledge the late James (known as "Ian") Henderson, a long-time member of the Titirangi Residents' and Ratepayers' Association, who was involved in a number of community projects.

A18-A19 Mr Henderson died in 2007 aged 81 years. Information on his contribution to the local community is attached at pages A18 to A19.

RECOMMENDATIONS

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Ian Henderson - Memorial Plaque report.
2. **Agree** that a plaque commemorating Ian Henderson's service to the local community be erected in the Titirangi War Memorial Reserve.

3. **Note** that a small ceremony will be held, at a date to be determined, where the plaque for Ian Henderson will be formally unveiled.

BACKGROUND

1. Various plaques and other acknowledgments of either a historical or community service nature are found around the City. It has been suggested by Board Member Elizabeth Francke that the contribution that Ian Henderson made to the Titirangi community be acknowledged in some way.

DECISION MAKING

2. It is within the Board's delegation to approve such an acknowledgement as is proposed.

Options Identified

3. The Board may decide to:
 - Do nothing;
 - Approve a small plaque in or near the War Memorial Reserve in Titirangi; and
 - Suggest an alternative site(s).

Assessment of Options

A20

4. Several options for a plaque have been explored. One was on the footpath in Titirangi Village near a large titoki tree, which Mr Henderson and his wife were instrumental in having planted as part of celebrations around the town centre upgrade some years ago. However, there is already a plaque on that site recognising the involvement of local school children in the planting.
5. Staff have consulted with Mr Henderson's family, who initially suggested a small plaque in the foyer of the War Memorial Hall. There are currently two plaques in the foyer of the Hall. One commemorates the opening of the facility, whilst the other acknowledges a local pioneer, Alec Bishop.
6. Given that the hall is a war memorial, staff felt it prudent to seek the views of the Titirangi Returned Services Association (RSA). Mr Henderson had spent some years in the British Army. At its Annual General Meeting in August 2008, RSA members supported a plaque being placed in the neighbouring War Memorial Reserve. See letter attached at page A20.
7. Other public buildings in the vicinity, including Lopdell House and the Titirangi Library have reasonably defined uses (arts and events in the case of Lopdell House) and it was considered that a site with broader community use and public access would be more appropriate.
8. The Board may wish to suggest an alternative site(s) and if that is the case the Henderson family will be consulted further.

Consideration of Community Views

9. The Titirangi Residents' and Ratepayers' Association supports an acknowledgement of Mr Henderson as is proposed, and has in fact offered to pay the costs of a small plaque.

10. As mentioned above, Titirangi RSA was also consulted and has recommended the adjacent War Memorial Park/Reserve.
11. The Henderson family has also been consulted and support the proposed site in or near the War Memorial Reserve.
12. Internal consultation has been undertaken with the Parks department, which has no issues with a small memorial in the area.

Preferred Option

13. That the Board approve the erection of a plaque in honour of the late Ian Henderson in or near the War Memorial reserve in Titirangi.

STRATEGIC CONTEXT

14. The acknowledgment of groups or individuals who have contributed positively to their communities helps build civic pride and identity. It also contributes to the City's Heritage Strategy in ensuring there is a historical acknowledgment of this contribution.

CONSULTATION

15. Although formal consultation with regards to this proposal is not required, consultation has occurred with the following parties:
 - Waitakere City Council Parks,
 - Titirangi Residents and Ratepayers Association;
 - Titirangi RSA; and
 - the family of the late Ian Henderson.

RESOURCES

16. There are minimal resource implications with regards to this project. The cost of the plaque itself will be met by the Titirangi Residents and Ratepayers' Group.

IMPLEMENTATION ISSUES

17. There are no implementation issues arising from this report.

Report prepared by: Wally Thomas, Director; Public Affairs



12 BETHELLS ROAD, WAITAKERE - NEW NO STOPPING AT ALL TIMES PARKING RESTRICTIONS

EXECUTIVE SUMMARY

The purpose of this report is to seek the Waitakere Community Board's approval for new No Stopping At All Times parking restrictions on Bethells Road, Waitakere.

Council officers consulted with the residents directly affected and have taken into consideration the safest option for the local community, residents and other road users.

Two options have been identified; to put in No Stopping At All Times parking restrictions or have the areas remain unrestricted parking.

RECOMMENDATIONS

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Bethells Road, Waitakere - New No Stopping At All Times Parking Restrictions report.
2. **Approve** that in relation to **BTHELLS ROAD, WAITAKERE**:
 - (a) and in accordance with the powers conferred by virtue of the Local Government Act 1974, the Land Transport Act 1998, the Transport Act 1962 and the Waitakere City Council Bylaw No. 7, 1991 - Traffic, the following restrictions now be resolved to be specified and imposed, namely,
 - i) on the south kerb line of **BTHELLS ROAD** from a point approximately at the western boundary of Waitakere Primary School and extending west to a point approximately 27 metres, the **NO STOPPING AT ALL TIMES** parking restriction be put in place.
 - ii) on the south kerb line of **BTHELLS ROAD** from the eastern kerb line of Anzac Valley Road and extending east to a point approximately 67 metres, the **NO STOPPING AT ALL TIMES** parking restriction be put in place.
 - iii) on the east kerb line of **ANZAC VALLEY ROAD** from the south kerb line of Bethells Road and extending south to a point approximately 6 metres, the **NO STOPPING AT ALL TIMES** parking restriction be put in place.
3. **Agree** that the appropriate signage and/or road markings, in accordance with the provisions of the Land Transport Rule; Traffic Control Devices 2004 – Rule 54002 hereby be approved to be put in place to properly establish, delineate and record the said parking limitations and restrictions.

BACKGROUND

1. A group of resident representatives, including the principal of Waitakere Primary School, have requested that Council consider installing No Stopping At All Times parking restrictions on Bethells Road, both to the west of their western driveway and also between Anzac Valley Road and Waitakere Road.

DECISION MAKING

Issues

2. The area to the west of the school driveway is currently unrestricted parking and when vehicles are parked in this location, buses can find it difficult to exit the bus bay outside Waitakere Primary School as the road is narrow in that location.
3. The area between Anzac Valley Road and Waitakere Road is currently unrestricted parking and when vehicles are parked in this location; visibility of west bound Bethells Road traffic can be restricted for vehicles exiting Anzac Valley Road.

- A21-A22 4. The location of the proposed changes is indicated on the photographs attached at pages A21 to A22.

Options identified

5. Two options have been identified; to put in No Stopping At All Times parking restrictions or have the areas remain unrestricted parking.

Consideration of Community Views

6. It is considered that this proposal is something that will benefit community safety.

Preferred Option

7. The preferred option is to put in the No Stopping At All Times parking restrictions to improve traffic flow and safety.

STRATEGIC CONTEXT

8. 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 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.
9. No Stopping At All Times parking restrictions can be applied to ensure efficient, safe movement on roads by keeping traffic lanes and visibility lines clear.

CONSULTATION

10. Consultation has been carried out via a letter drop to adjacent residents and also the Waitakere Primary School. No adverse feedback was received.

RESOURCES

11. The new No Stopping At All Times parking restrictions can be implemented under the Annual Plan 2008/2009 maintenance budgets.

IMPLEMENTATION ISSUES

12. There are no implementation issues.

Report prepared by: Jane Harris, Transport Technician.



13 WOODLANDS PARK ROAD, TITIRANGI - NEW BUS STOP

EXECUTIVE SUMMARY

The purpose of this report is to seek the Waitakere Community Board's approval for the installation of a new bus stop on Woodlands Park Road, Titirangi, north of number 80 Woodlands Park Road.

Council officers consulted with the adjacent property owner and have taken into consideration the safest location for the bus stop.

Two options were identified; to relocate and formalise the bus stop, or to leave it in its current location.

RECOMMENDATIONS

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Woodlands Park Road, Titirangi - New Bus Stop report.
2. **Approve** that in relation to **WOODLANDS PARK ROAD, TITIRANGI:**
 - (a) and in accordance with the powers conferred by virtue of the Local Government Act 1974, the Land Transport Act 1998, the Transport Act 1962 and the Waitakere City Council Bylaw No. 7, 1991 - Traffic, the following restriction now be resolved to be specified and imposed, namely,
 - (i) on the east kerb line of **WOODLANDS PARK ROAD** at a point approximately 16 metres north of the driveway of property number 80 Woodlands Park Road, a new **BUS STOP** be put in place.
3. **Agree** that the appropriate signage and/or road markings, in accordance with the provisions of the Land Transport Rule: Traffic Control Devices 2004 – Rule 54002 hereby be approved to be put in place to properly establish, delineate and record the said bus stop.

BACKGROUND

1. Currently an informal bus stop exists opposite number 77 Woodlands Park Road. This bus stop has never been formalised and is situated on a bend adjacent to, and opposite, Waima Crescent north.

DECISION MAKING

Issues

2. The existing informal bus stop is not in a safe location. This section of Woodlands Park Road is approximately 6.5 metres wide and when a bus is stopped at this location, passing vehicles need to cross the centre of the road to get past. This is an undesirable situation where stopped buses can restrict visibility to oncoming traffic around a bend.
3. The location of the proposed change is indicated on the diagram attached at page A23.

A23

Options Identified

4. Two options were identified; to relocate and formalise the bus stop, or to leave it in its current location.

Consideration of Community Views

5. The new bus stop would enable the community to have safer access to the bus services.

Preferred Option

6. The preferred option is to formalise the bus stop and relocate it where it will be safe for all road users.

STRATEGIC CONTEXT

7. 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.
8. A bus stop with bus services will encourage the community to be less dependent on cars and contribute to a green environment.

CONSULTATION

9. The new bus stop location is situated outside the Watercare Huia filter station. No private dwellings will be affected by the proposal. Verbal consultation with Watercare has been done and no objections were received.

RESOURCES

10. The new bus stop will be implemented under the Annual Plan 2008/2009 maintenance budget.

IMPLEMENTATION ISSUES

11. There are no implementation issues.

Report prepared by: Jane Harris, Transport Technician.



14 COMMUNITY WELLBEING LOCAL FUND ALLOCATION 2008

GLOSSARY

Waitakere Community Board	(WCB)
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 Waitakere Community Board (WCB) with information related to the Waitakere Ward applications to the Community Wellbeing Local Fund (CWLF).

Three Waitakere 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 Waitakere Community Board resolve to:

1. **Receive** the Community Wellbeing Local Fund Allocation 2008 report.
2. **Agree** to consider Waitakere 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 are 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. In April, 2008, the Finance and Operational Performance Committee agreed to the criteria of the Community Wellbeing Grants (resolution 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 WCB has three eligible applications to consider for financial assistance with the total amount requested being \$4150.00. 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 WCB. Below is a list of the three eligible applications and the amounts requested.

Applicant	Amount applied for
Huia Cornwallis Residents and Ratepayers Ass	\$1150.00
Summerland Playgroup	\$1500.00
Waima Community Group	\$1500.00
TOTAL - Applications received	\$4150.00
CWLF 2008/2009 TOTAL	\$7,144.00.

- A24-A29 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 A24 to A29.

- A30-A64 10. It was conformed 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 is 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 A30 to A64.

11. The Council's Community Grants Officer recommends that the WCB 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. WCB has a total of \$7,144.00 to allocate to during 2008-2009 financial year through three funding rounds.

IMPLEMENTATION ISSUES

17. There are no implementation issues.

Report prepared by: Janna Gilligan, Community Grants Officer.



15 WAITAKERE COMMUNITY BOARD MINOR PARKS PROJECTS 2008/2009

GLOSSARY

Waitakere City Council (WCC)
Waitakere Community Board (the Board)

EXECUTIVE SUMMARY

The purpose of this report is to present the proposals received for Community Board Minor Parks Projects for the Waitakere Ward and to request that the Waitakere Community Board (the Board) prioritise and approve those projects that should be funded in the 2008/2009 Annual Plan.

This report outlines and evaluates the proposals that have been submitted. It is requested that the Board establish the priority for proposals included in this report.

RECOMMENDATIONS

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Waitakere Community Board Minor Parks Projects 2008/2009 report.
2. **Agree** to determine the priority projects for expenditure of the budget allocated in the 2008/2009 Annual Plan for Community Board Minor Parks Projects in the Waitakere Ward.

BACKGROUND

1. In December 1999, the Community Facilities and Recreation Committee resolved to provide a discretionary budget for allocation by Community Boards for capital development projects on parkland.

2. This decision recognised that there are a number of projects, generally less than \$10,000 in cost, which are raised as possible projects through Annual Plan submissions, Community Board public forums and other consultation processes. Undertaking these small projects is an important means of meeting local needs within the community.
3. A total of \$127,000 has been allocated to Community Board Minor Parks Projects in the 2008/2009 Annual Plan. The budget is allocated to each ward on a needs basis, calculated on the current population within the ward as a proportion of the City. As a result, the fund is to be allocated as follows:

Henderson Ward	\$38,862
Massey Ward	\$33,782
New Lynn Ward	\$38,354
Waitakere Ward	\$16,002
4. Proposals for suitable projects have been requested from Board members, Residents and Ratepayer's groups, sports clubs and other community organisations.

DECISION MAKING

5. The following principles provide the framework for decision making regarding the funding of projects through the Community Board Minor Parks Projects budget:
 - The funds are to be used for development projects on parkland - this does not include projects on community buildings, grants to community groups, maintenance or renewal items.
 - A maximum of \$20,000 can be spent on any one project in each financial year. The decision to extend the maximum amount of \$20,000 for any one project rests with the Board, but if they choose to extend the \$20,000 for any one project, a recommendation to the appropriate Council committee is required.
 - Projects will be ranked according to the Parks Capital Works Criteria; however the decision as to final priority rests with the Board.

Issues

Possible Development Projects

5. The following table outlines the approximate cost of a range of projects that can be undertaken for less than \$20,000. These costs are an average in order to give guidance to the Board, and do not take into account site-specific situations and variability.

Project Type	Approximate Cost Including Consents, Supply and Installation
Basketball half court	\$14,000
Sealing an existing gravel car park of approximately 250m ²	\$12,500 for 10 car parking spaces including marking
Gravel path with timber edging	\$85 per lineal metre at 1.5m wide
Concrete path	\$125 per lineal metre at 1.5m wide
Creating/extending a gravel car park	\$7000 for 10 car parking spaces
10 metre length of boardwalk	\$4,000
Macrocarpa bench seat	\$900

Project Type	Approximate Cost Including Consents, Supply and Installation
Macrocarpa bench seat with back	\$1,160
Macrocarpa picnic table	\$1,850
Town Centre/Urban Seat	\$805
Town Centre/Urban picnic table	\$1,650
Set of two swings with bark under surfacing, scuff mats, new edging and local drainage, incl. WCC consent fees (new stand alone park),	\$15,000
Set of two swings with scuff mats in an existing playground, incl. WCC Consent fees	\$5,000
Seesaw with bark under surfacing in an existing playground	\$3,500
Small playground for younger children with bark under surfacing, scuff mats, new edging and drainage, incl. WCC Consent fees	\$25,000
Community Art Project	\$5,000
Small skate ramp- on existing slab	\$16,000
Planting - specimen trees	\$195 per tree
Planting - shrubbery	\$700 for 10 m ²
Barrier fencing (bollards & chain)	\$880 for 10 metres
Drinking Fountain (by water supply)	\$3,300 (includes \$500 water meter)
Standard Rubbish Bin - Parks Stainless Steel Bin	\$1,200 per bin
Park Name Sign - 2 panel	\$1,200

Proposals

6. Proposals received are outlined below with estimated costs. The 'In/Out' column indicates the Parks Officer recommendations regarding each project. 'In' means the project is recommended to be considered for allocation of funding and 'Out' means the project is not recommended to be considered for allocation of funding for reasons which are outlined in the report.
7. A workshop will be held with the Board prior to the meeting of 30 September 2008 to discuss each proposal in detail.

Parau Residents and Ratepayers Association

Park	Proposal	Preliminary Assessed Cost	Running Total	Officer Recommendation In/Out
Road Reserve (on berm)	Install community notice board	\$5,000	\$5,000	In
Armour Bay Reserve	Install macrocarpa picnic table	\$1,850	\$6,850	In

¹ The final location of the community notice board will require further consultation with Transport Assets as the proposed location by the community is on road reserve.

Huia/Cornwallis Residents and Ratepayers Association

Park	Proposal	Preliminary Assessed Cost	Running Total	Officer Recommendation In/Out
Road Reserve (outside Huia Store)	Install community noticeboard ¹	\$5,000	\$11,850	In
Huia Domain	Install 2x macrocarpa picnic tables	\$3,700	\$15,550	In

¹ The final location of the community notice board will require further consultation with Transport Assets as the proposed location by the community is on road reserve.

United North Piha Lifeguards Incorporated

Park	Proposal	Preliminary Assessed Cost	Running Total	Officer Recommendation In/Out
Road Reserve	Install sign indicating public access way to patrolled area of beach and club information ¹	\$2,000	\$17,550	In

¹ The final location of the community notice board will require further consultation with Transport Assets as the proposed location by the community is on road reserve.

Waitakere Residents and Ratepayers Association

Park	Proposal	Preliminary Assessed Cost	Running Total	Officer Recommendation In/Out
Waitakere War Memorial Reserve	Install additional playground equipment for older children	\$15,000	\$32,550	In

Bethells Beach Community Group

Park	Proposal	Preliminary Assessed Cost	Running Total	Officer Recommendation In/Out
Bethells Beach	Install 1x macrocarpa picnic table ¹	\$1,850	\$34,400	In
Bethells Beach	Placement of boulders to prevent vehicle access onto the beach and dune areas ²	-	\$34,400	Out (to be completed through current Parks contract)

¹The Bethells Beach Community Group has requested funding to reinstate seating that was burnt down in 2007. This seating was constructed by the community group with funding allocated through the 2006/2007 Community Board Minor Parks Project budget. It is not recommended that funds be given to community groups to undertake work on parkland due to significant staff resources needed to monitor the work through the development and construction phase, and to ensure that accountability is provided by the community group in the spending of the funds. Park Officers recommend that a macrocarpa slab picnic table be installed in a suitable location agreed by both the community group and Council.

² The placement of boulders to prevent vehicle access onto the beach and dune areas can be undertaken through current Parks budgets.

Legislative Requirements

8. The decision making process, in accordance with Section 77 of the Local Government Act 2002, requires that the Board take the following into consideration when making their decision:
 - The cost-benefits of each option in terms of present and future economic, environmental, social and cultural wellbeing;
 - The extent to which community outcomes would be promoted or achieved; and
 - The impact of each option in providing for present and future needs.

Consideration of Community Views

9. The proposals outlined in this report were submitted by the community. The applicants and any other affected parties of projects approved by the Board will be consulted as applicable; i.e. in regards to the most suitable placement of the asset.

STRATEGIC CONTEXT

10. These projects contribute to Council's Urban and Rural Villages Platform, which has the objective that town centres are thriving places, providing exciting options for people to live, work and play. Public facilities, places and spaces teem with people; the streets are alive and busy.
11. This platform is about ensuring people have choices in housing, transport, employment and recreation in their neighbourhoods and town centres. The objective is to make the city a vibrant and enjoyable place to live, work and play by creating attractive urban places that encourage growth and economic development, with minimal environmental impacts.

CONSULTATION

12. The Community Board Minor Parks Project budget is a fund that allows for community organisations to have a direct say in the development of minor capital projects on parkland. All community organisations were invited to submit proposals.

RESOURCES

13. The total costs of proposals received that are recommended for funding amount to \$34,400. The allocation for Community Board Minor Parks Projects in the Waitakere Ward is \$16,002.

IMPLEMENTATION ISSUES

14. Proposals recommended for funding amount to \$34,400. The Board need to assess the proposals and decide which projects will be completed equating to an estimated cost of \$16,002 or less.
15. Once the decision has been made as to which projects will go ahead, no implementation issues are foreseen.

Report prepared by: Sarah Natac, Customer Liaison Officer.

