

**AGENDA FOR A MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE HELD AT
WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON TUESDAY, 3 OCTOBER 2006
COMMENCING AT 7.00 PM.**

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1 APOLOGIES



2 CONFIRMATION OF MINUTES

Meeting Minutes - Tuesday, 5 September 2006

RECOMMENDATION

That the minutes of the Meeting of the Waitakere Community Board held on Tuesday, 5 September 2006, as circulated, 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 PRESENTATION -AUCKLAND REGIONAL COUNCIL UPDATES

Councillors Sandra Coney and Paul Walbran from the Auckland Regional Council may be in attendance to update the Board on Auckland Regional Council activities.



5 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.



6 CHAIRMAN'S REPORT

Swanson Community Park

There have been some teething problems with the opening of the new park, in particular around the skate area. I am however, pleased to see a huge turnaround since the community meeting on 6 September where 83 people, including members of the Swanson community along with representatives from the Police, Waitakere City Council, Waitakere Community Board, Tag Out Trust, and Ranui Action Project attended.

The first part of the meeting focussed on identifying problems and concerns out of the communities' experiences and observations. The second part of the meeting focussed on looking at possible solutions. Councillor Penny Hulse, NZ Police, Council staff and others were available to clarify points and provide information. I will circulate a summary of the issues of concern and proposed solution to you separately.

From these solutions, a number of action groups were formed which will be co-ordinated by Celebrating Swanson, the group that organised this meeting. At this meeting people put their name down to be part of setting up the groups or carrying out a particular activity.

In summary, this was a very positive meeting with positive and actions, with the community wanting to keep Swanson safe into the future.

National Community Board Executive

In Mike Cohen's (Zone 1 Representative) absence I attended as Deputy Representative the National Community Board Executive meeting in Wellington in September. I went down the night before and was invited to meet with Chairman Yvonne Palmer and representatives of the Wellington community who were interested in establishing Community Boards and wanted to discuss the benefits of these.

Representational Review Hearings by the Local Government Commission

I was unable to take the day off and sit in on all the hearings, but managed to get there around 2pm to listen and speak to the Waitakere Community Board's submission. Sharon Davies was in attendance for the entire day and supports my feelings of overwhelming support from speakers to retain the Waitakere ward and, very importantly, two Councillors.

I would like to thank members of the other Waitakere City Community Boards who spoke in support of the retention of the Waitakere ward and impressed upon the Commissioners the significance of having the predominantly rural ward as a separate entity recognising the unique issues of a rural environment and the Heritage Area Bill currently before Parliament. I have circulated my speaker notes to you all separately.

Graeme Hosie – Community Constable Farewell

Unfortunately I was unable to attend Graeme's farewell but I would like to acknowledge the great contribution he has made in the Ranui and Swanson communities, and wish him all the best for his retirement from the Police.

Car Versus House in Summerland Drive

One thing you cannot legislate against is human stupidity. You can put in all the barriers, signs, etc you like but if someone is going to drive in an 'unsafe' manner there is little you can do.

Following the incident of a driver 'losing control' of a car in Summerland Drive at 10am last Saturday morning it was a miracle that there was no-one (child or adult) walking in that area at the time.

I am requesting the Waitakere Community Board to support my recommendation for a report on the speed and safety issues of Summerland Drive. I have asked for a police report on the incident and hope to have this by our meeting.

Bouquets to the Playhouse Theatre and its Production of Les Miserables

I had the pleasure of attending the opening night of Les Miserables and was once again overwhelmed as I always am, by Playhouse Productions and the professionalism of their shows. Congratulations to the Playhouse Productions and especially Director Brian O'Connor and his team for a fantastic show.

The show runs to 14 October, so if you have an evening free I can certainly recommend an entertaining, spell-binding night out.

Keep Waitakere Beautiful

The Annual General Meeting for Keep Waitakere Beautiful was held last week and I would like to extend my congratulations to Kevin Healy and the Trust for a very successful year. Kevin retains the Chairmanship, and projects such as Trees for Babies, War on Weeds, Street Trees, etc all continue to grow under the expert supervision of Moira Kennedy and her team. We are looking forward to the second EcoWise Awards.

The EcoWise Community Awards aim to celebrate and honour the people of Waitakere who show a commitment to beautifying their City and caring for their environment through volunteer action and pride.

Categories

- **The Kauri Award:** Most active individual volunteer working in the community to beautify Waitakere City by reducing litter, weeds and/or graffiti;

- **The Totara Award:** Most active group of volunteers working in the community to beautify Waitakere by reducing litter, weeds and graffiti (may include church groups, sports clubs or any other community group);
- **The Kowhai Award:** For student leadership – for the student whose positive actions have helped beautify the environment and discouraged graffiti and other vandalism in Waitakere;
- **The Puriri Award:** For the best school grounds tended by students which feature composting facilities and plant propagation sites;
- **The Pohutukawa Award:** Best school grounds – the tidiest and best presented grounds which are litter and graffiti-free through ongoing action by the students;
- **The Rimu Award for Civic Pride:** For the street that is the tidiest, cleanest and litter and graffiti free through positive neighbourhood action.

Judging of each category will be carried out by a panel of judges representing Keep Waitakere Beautiful Trust, Waitakere Community Boards and the Waitakere City Council.




RECOMMENDATIONS

1. That the Chairman's Report be received.
2. That Council officers be requested to bring a report to the Waitakere Community Board on the speeding and road safety issues in Summerland Drive, Western Heights.
3. That the Waitakere Community Board invite representatives of the Waitakere Police to attend our next meeting to update us on crime and road safety statistics and issues within the Waitakere ward.





Christine Shepherd, JP
CHAIRMAN



7 COMMITTEE SECRETARY'S REPORT

| Issue | Comments | Reporting Council Officer |
|--|---|---|
| Ranui Station Toilet and Landscaping Officer's Report | The project is now underway and progressing well. Due to safety and access issues the toilet block location had to be moved. Weather permitting concrete works are scheduled for the week ending 22 September 2006. | Roscoe Webb  836 8000 Ext 8768 |
| Claude Abel Pond Reserve, Piha Officer's Report | Funding has been allocated in the 2006/2007 Annual Plan for obtaining consent for the Claude Abel Pond only. Physical works are planned for 2007/2008. | Tracey Hamilton  836 8000 Ext 8969 |
| Gorse Management for Piha Road, Piha 31 August 2004 Resolution No. 864/2003 | Stage one of the project is complete. The contract is currently being prepared for stage two, which entails the clearing of a further section of Piha Road. | Helen Swinburne  836 8000 Ext 8758 |

| Issue | Comments | Reporting Council Officer |
|---|---|---|
| <p>Piha Footbridge</p> <p>Officer's Report</p> | <p>Three concept designs have been received from artists and these, plus a standard bridge design, will be on display at the Piha Library until the end of September 2006. These designs were presented at the Piha Residents & Ratepayers September 2006 Meeting and will be reviewed by the Piha Bridge Evaluation team at the beginning of October 2006.</p> | <p>David Barker ☎ 836 8000 Ext 8306</p> |
| <p>Waitakere River Realignment</p> <p>6 May 2003</p> <p>Resolution No. 864/2003</p> | <p>The development of detailed designs and consent applications for the installation of bio-degradable sand bags and planting along the river bank adjacent to the Bethell's Beach Surf Club is currently underway. The removal of sand will continue in order to prevent further erosion until the above-mentioned measures are in place.</p> | <p>Debbie Chapman ☎ 836 8000 Ext 8303</p> |
| <p>Kitewaho Reserve Walkway</p> <p>Officer's Report</p> | <p>An application for resource consent was lodged for vegetation clearance in mid July 2006. This is still currently being processed. The site has been surveyed and the proposed route submitted to Council planners assessing the consent application. It is anticipated that detail design of the walkway will commence in October 2006, with the project going to tender in November 2006. Construction is anticipated to commence in late November 2006.</p> | <p>Andreas Lilley ☎ 836 8000 Ext 8553</p> |
| <p>Swanson Station Park Development</p> <p>Officer's Report</p> | <p>The park was opened for public use in early August 2006. An open day was held on Saturday 26 August 2006. The site works are not entirely complete and a few issues are currently being worked through with the contractor in order to achieve practical completion.</p> <p>The pergola is yet to be installed and is dependant on the timing of the revised building consent approval.</p> | <p>Andreas Lilley ☎ 836 8000 Ext 8553</p> |
| <p>Les Waygood Preschool Playground</p> <p>4 October 2005</p> <p>Resolution No. 1847/2005</p> | <p>An application for resource consent has been lodged to obtain approval to work within the road reserve along with a building consent for the shade cloth poles. Installation of the shade cloth will be undertaken in October 2006.</p> | <p>David Barker ☎ 836 8000 Ext 8306</p> |

| REPORTS PENDING | | | |
|--|--|--|---|
| Subject | Date Requested | Report Due | Reporting Officer |
| Community Hall Review | 12 September 2005 Resolution No. 1737/2005 | Further updates will be provided to the Board on the basis of requirement. | Kimberly Rees  836 8000 Ext 8559 |
| Kiwi Trikers Move from Corban Green Reserve | Community Board Member's Request | Further updates will be provided to the Board on the basis of requirement. | Kimberly Rees  836 8000 Ext 8559 |
| Piha / Karekare and Huia / Cornwallis Local Water Plans | September 2004 Environmental Management Committee | Further updates will be provided to the Board on the basis of requirement | Tony Miguel  836 8000 Ext 8294 |
| Project Twin Streams Four Monthly Progress Report | 2 August 2005 Resolution No. 1468/2005 Last updated 4 April 2006 | 31 October 2006 | Tony Miguel  836 8000 Ext 8294 |

RECOMMENDATION

That the Committee Secretary's Report for Tuesday, 3 October be received.

Report prepared by: Nigel Mercuur, Project Officer/Committee Secretary.



8 2006-2016 WAITAKERE WARD FOOTPATHS AND SLOW STREETS PRIORITY LISTS

PURPOSE OF THE REPORT

The purpose of this report is to enable the Waitakere Community Board to recommend priorities for footpaths construction and slow streets projects to the Finance and Operational Committee.

BACKGROUND

The Transport Strategy Programme within the 2006-2016 Long Term Council Community Plan provides funding for construction of new footpaths and slow streets projects.

In July and August 2006 Members of each Community Board had a site tour within their ward accompanied by a representative from Transport Assets to review and establish priorities for construction of footpath sites and slow street projects. It was necessary to then balance each ward priorities against Citywide needs and the outcomes sought in a ten years priority list for Council's Transport Strategy Programme.

STRATEGIC CONTEXT

The provision of footpaths and slow street projects contributes to the following strategic objectives:

- Safe City;
- Urban and Rural Villages;
- Integrated Transport and Communication.

ISSUES

A1-A2

Draft lists of projects were submitted to the Waitakere Board at its meeting on 4 July 2006. These lists were reviewed during a ward tour and amended in consultation with the Board Members. A City-wide list is attached at pages A1 to A2.

Based on these lists the work programme for the Waitakere Ward is as set out in the tables below:

Footpath Construction Programme

| Year | Location | Length | Cost |
|-----------|---|--------|-----------|
| 2006-2007 | West Coast Rd (Oratia District School to Carter Rd RHS) | 510m | \$204,000 |
| 2007-2008 | Henderson Valley Rd (Gum Rd to PPTY 348 LHS) | 120m | \$48,000 |
| | Henderson Valley Rd (PPTY 348 to PPTY 354 LHS) | 450m | \$180,000 |
| 2008-2009 | Gum Rd (Henderson Valley Rd to end of road one side) | 480m | \$192,000 |
| Total | | | \$624,000 |

Slow Street Programme

| Year | Location | Cost |
|--------------|-------------|-----------------|
| 2006-2007 | Sunvue Road | \$45,000 |
| 2007-2008 | Nil | |
| 2008-2009 | Nil | |
| Total | | \$45,000 |

Any works that can not be completed due to funding constraints would be prioritised for subsequent Annual Plans and considered by the Community Board in November 2006 for input to the 2007-2008 Annual Plan and the draft Long Term Council Community Plan 2009 - 2019.

LOCAL GOVERNMENT ACT 2002: Section 77

Provision has been made in Council's budget for footpaths and slow streets. The inclusion of footpaths is in consideration of Council's strategic objectives for accessibility and safety, whilst the inclusion of slow streets primarily supports Council's safety objectives. In determining which footpaths are to be constructed and which streets should receive treatment to slow traffic a number of options were considered and assessed against relevant criteria identified in section 77 of the Local Government Act 2002. The recommended project priorities identified in this report are produced from this process.

RESOURCES

Funding of \$500,000 has been provided in the 2006-2007 Annual Plan for footpath construction, and \$100,000 for slow streets.

The funding for these two categories has been also approved in the 2006-2016 Long Term Council Community Plan for the next ten year programme.

CONCLUSION

The consultative process with the Community Board has determined a prioritised list of footpath construction and slow streets projects for consideration by the Finance and Operational Performance Committee. The number of sites to be implemented each financial year will be in accordance with the budgets approved in the 2006-2016 Long Term Council Community Plan for each year.

RECOMMENDATIONS

1. That the 2006-2007 Waitakere City's Footpaths and Slow Streets Priority Lists report be received.
2. That the lists of priorities for footpaths and slow streets projects included in Attachment A, be submitted to the Finance and Operational Performance Committee for its consideration.

Report prepared by: Hussam Abdul-Rassol, Transport Planning & Design Manager:
Transport Assets.



9 PIHA DOMAIN PLAYGROUND UPGRADE

PURPOSE OF THE REPORT

The purpose of this report is to update the Waitakere Community Board on the process for the Piha Domain Playground Upgrade.

BACKGROUND

Piha Domain is a City-wide park and therefore jurisdiction for development on this park resides with the City Development Committee.

As part of Waitakere City Council's ongoing playground renewal programme it is planned to upgrade the playground at Piha Domain in 2006/2007. The current facility beside Piha Camp Ground is over 15 years old and provides a limited range of equipment in a comparatively small area (200m²).

STRATEGIC CONTEXT

The project contributes to Council's Strategic Priority of First Call For Children and the Council's Strategic Platform of Urban and Rural Villages.

The installation of a new playground contributes substantially to these priorities and strategies through the provision of a new, exciting and challenging facility that will encourage and stimulate Children's play, social interaction, exercise and physical wellbeing.

ISSUES

The playground area in Option 1 (relocated playground) covers 460 square metres which would reduce the open area of the Domain used for informal sports activity and overflow parking by approximately 7%.

Consultation

A3-A5

The first survey (attached to this Agenda at pages A3 to A5) which was sent out in April 2006 to all ratepayers at Piha and Karekare sought feedback with regard to the type of equipment and location of the Playground. 74 residents (54%) who responded to this first survey were in favour of having the playground moved to the location shown in the survey form, 44 residents (34%) wanted the facility to stay in its current location and 16 residents (12%) gave no preference regarding the location.

The first public meeting was held on 29 April 2006 at Piha Domain Bowling Club and the majority of attendees similarly supported the option of moving the facility and a concept design was drawn up for a relocated facility.

The second public meeting was held on 20 May 2006 to view and discuss the proposed concept design. A significant number of people who either attended this meeting or who sent in submissions felt that not only should the facility stay in its current location but that a re-siting of the playground on Piha Domain would go against the objectives of the Piha Reserves Management Plan. It was also considered by some that, because the first survey only gave an indicative position of a relocated facility people were unable to make an informed decision with regard to the impact that a relocated playground would have on the Domain.

A6-A11

Following this meeting the footprint of the concept plan was reduced in size (attached to this Agenda at pages A6 to A7) and two other options, 2a and 2b (attached to this Agenda at pages A8 to A11), were developed. Both of these are based on keeping the facility in its current position but enlarging it by expanding the footprint of the playground. Option 2a extends the facility across the footpath which runs along the north western edge of the playground as well as expanding out towards the chalets/kitchen in the camp site.

The former would necessitate the relocation of the first line of trees which are growing immediately beside the edge of the existing playground. Option 2b retains all the trees but would expand further into what is currently designated as camp site. The camp site manager, Fiona Anderson, has in principle agreed that should either of these options be approved she would agree to have the boundary of the camp site, as set out in her lease with Waitakere City Council, redrawn.

A12-A13

After consultation with the Piha Ratepayers and Residents Association a second survey (attached to this Agenda at pages A12 to A13) was sent out in August 2006 which presented all three of the options above. These three options contain exactly the same play equipment and residents were therefore being asked to give feedback just on the issue of location.

This second survey firstly asked the question as to whether residents would prefer a relocated playground as presented in option 1 or to see the facility stay in its current position but with an expanded footprint whether this be as per Option 2a or Option 2b.

79 residents (38%) voted for option 1 and 129 residents (62%) voted for option 2a or 2b. It is clear from this result that the majority of residents would like to see the playground remain in its current location.

Those residents that voted for option 2 were then asked to give a preference for option 2a or 2b; 72 residents (56%) voted for Option 2a and 57 (44%) voted for 2b.

This second survey was also sent out to those considered to be in the catchment area.

When considering the type and location of new playgrounds, Council applies the following design principles:

- Provide clear visibility of items;
- Be creative and challenging;
- Be of a high quality;
- Meet the needs of pre and primary school children;
- Be easily accessible to users;
- Meet the needs of both the children and the caregivers in terms of layout;
- Caters for the number of children who are likely to use the playground.

If these principles are taken in isolation then it is considered that option 1 (relocated facility) provides the most suitable location. However, the landscape impacts, the interpretation of the management plan and, most importantly, the views of the residents, as determined by the results of the second survey, also need to be taken into account.

The main issue that came through the consultation process was not a debate about the type or style of equipment that a new facility should include but where the new facility should be located. The purpose of the second survey was therefore about establishing what residents considered to be the best location for the playground.

Listed below are the summarised benefits (drawn from survey forms and submissions) that were associated with a relocated playground (Option 1):

- Clear separation between members of the public using the Domain and users of the Camp Site;
- Playground being clearly identified as a public facility;
- Easy movement of children going from play modules to more informal play and recreation on the domain;
- Clear sight lines and therefore a safe facility;
- Appropriate spacing of equipment;
- Sunny and warm aspect.

Listed below are the summarised benefits (drawn from survey forms and submissions) that were associated with a new facility being developed in the current playground location (option 2a or 2b):

- A people presence around the campsite kitchen area and therefore a safe environment for play;

- A sheltered and shaded area for play;
- Protects the status quo and current landscape of the Domain;
- Ensures that no part of the Domain identified in the management plan for informal sports activity and overflow parking for events is built on;
- The objectives of the Management Plan are respected and followed.

Piha Reserves Management Plan

There were a significant number of people who felt that a re-siting of the playground on Piha Domain would go against the objectives of the Piha Reserves Management Plan. The issue of the Management Plan has been investigated carefully by Council. If a relocation of the facility is considered a 'major change' to the management plan then public notification and a process of submissions would have to be undertaken.

Advice was sought internally from the Parks Planning Department, who compile all the Reserve Management Plans and the Council's Legal Department. Opinion was also sought from the Statutory Management Officer at the Department of Conservation. The opinion given by all of the above is that a relocation represents just a 'minor' change to the management plan and would only require, should the playground be relocated, an alteration to the location of the facility as it is currently shown in the management plan.

However there are members of the Community who were heavily involved in the drafting of the management plan who believe a relocation of the playground on the Domain goes against the policies, objectives and spirit of the Piha Reserves Management Plan that they worked hard to establish. They believe that one of the document's principal purposes was to protect against such development on the Domain.

The final decision of the City Development Committee will be communicated back to the Piha Ratepayers and Residents Association and displayed at the Piha Library and in the Piha News.

Following approval to upgrade the facility by the City Development Committee, the process would involve, wherever the facility is sited, gaining of resource consents and preparation of tender documents. It is intended to carry out physical works in the 2006/2007 summer construction season.

Decision-making Process

Options were identified for the Piha Domain Plan upgrade in consultation with the community. These options have been assessed against relevant criteria in accordance with Section 77 of the Local Government Act 2002. Option 2a provides the best cost benefit analysis.

RESOURCES

Funding of \$120,000 has been allocated in the 2006/2007 Annual Plan for the construction of a new playground.

CONCLUSION

Option 1 fulfils most of the playground design principles which apply to the installation of all new play facilities. However, the decision regarding the best location for the facility must take into account the landscape impacts, the issues surrounding the management plan and most importantly the fact that a significant majority of residents (62%) feel the playground should stay in its current location. With these factors taken into full consideration it is proposed that Option 2a be approved.

This option involves relocating the first line of trees immediately beside the current facility and expanding the footprint across the footpath towards the Domain as well as a small way onto what is currently designated as camp site. Not only did this option receive more votes than option 2b (56% against 44%) but it is considered to have the following benefits when compared to option 2b:

- Less encroachment onto the camp site;
- Better links with the open area of the Domain;
- Freer movement of children from the playground to the open area of the Domain for informal play;
- Improved sites line through to the playground from the Domain.

Piha Domain is a City-wide park and therefore jurisdiction for development on this park resides with the City Development Committee.

RECOMMENDATIONS

1. That the Piha Domain Playground Upgrade report be received.
2. That the Waitakere Community Board support the proposed location and development of the Piha Domain Playground as specified in option 2a and recommend to the City Development Committee that the proposed location and development be approved.

Report prepared by: David Barker, Parks Project Development Officer.



10 PIHA DOMAIN CAMP GROUND CHARGES

PURPOSE OF THE REPORT

The purpose of this report is for the Waitakere Community Board to recommend to the Finance and Operational Committee new charges for the Piha Domain camp ground, effective 1 July 2007.

BACKGROUND

The Piha Domain Camp ground forms part of the Piha Domain reserve, on the southern side of Seaview Road, near Lion Rock, within easy walking distance to Piha Beach. The camp ground has 122 sites, with 40 of these sites offering power.

Piha Domain is classified as a City-wide park, and approval of these new charges will require consent from the Finance and Operational Committee. The new charges also require approval from the Department of Conservation, in accordance with section 54, the Reserves Act 1977.

The Piha Reserves Management Plan, adopted September 1999, states the following about the camp ground at Piha Domain:

“The Piha Domain camping ground is seen as having cultural heritage significance to the local community as well as playing an important role in the current community dynamic at Piha. Many current Piha residents and bach owners started out as campers in the camping ground. In addition the camping ground provides a relatively low cost way for people from outside the Piha area to experience the wild and remote beauty of Piha to a greater depth than is possible from a day visit. While there is general desire to maintain the low impact nature of the camping ground, it is recognised that in order to maintain the social and in particular, economic viability of the camp ground, both the longer tenure of lease for the manager and an improvement of facilities is required.”

A number of different management options have been trialled in the past in order to try and improve the financial viability of the camp ground with little success. This management plan suggests that allowing development of additional facilities, such as cabins and a games room would increase the viability of the campground by attracting a greater usage and extending the use of the camp ground during the winter season. It is important to note however that any development of facilities such as cabins would need to be in keeping with the objectives and policies of this plan relating to issues such as landscape and design of buildings and that no increase in the area utilised by the camp ground on the Piha domain for camping or effluent disposal is acceptable.”

In accordance with the policies of the Piha Reserves Management Plan, Waitakere City Council (the Landlord) entered in a lease agreement for a ten year period, with Fiona Anderson and Robert Anderson (the Tenant), that will expire on 10 April 2010. As per the terms of the lease, the rent was reviewed in April 2005. Council engaged Bristow Barbour Walker, registered valuers and property advisers, to value the camp ground and assess its current market rental. The current annual rent remained unchanged.

Clause 10.6 of the lease agreement states that “the Tenant agrees that the charges for admission to and use of the camping ground listed in the fourth schedule to this lease shall be the maximum charges imposed for admission to and use of the camping ground and that any change to these charges must be consented to in writing by the landlord.”

In the past year Council has been reviewing the operation of the camp ground and a number of changes will occur by the 30 June 2007. These changes include:

1. Council has agreed to take over the cleaning and maintenance of the toilets at the camp ground, as they function as public toilets between 7 am – 10 pm. The cleaning and maintenance of the camp ground showers remains the responsibility of the Tenant.
2. Permanent Caravans. A year ago there were 40 permanent caravans on the 40 powered sites in the camp ground, leaving little space for casual occupiers. The permanent siting of a vehicle / caravan / bus / house truck / tent or any other structure, for more than four weeks, between 1 November and 31 March, is in breach of section 44(2) of the Reserves Act 1977. Council has obtained the consent of the Department of Conservation for 20 caravans to remain permanently on site at the camp ground. The reduction of permanent caravans to 20 sites is to occur by 30 June 2007.
3. All permanent awnings and structures attached to or adjacent to the caravans / bus or other vehicle are to be removed by 30 June 2007. It is the understanding of Council that these structures do not have a building and resource consent. The Building Act 2004 does not allow for retrospective consent for such structures.
4. Approval for up to 6 relocatable cabins was included in the Piha Reserves Management Plan, adopted September 1999, and the installation of these cabins was approved by the Waitakere Community Board, 4 November 2003 (resolution 4015/2003). As per section 44(2) The Reserves Act 1977, the Department of Conservation has approved these 6 relocatable cabins that have been sited at the expense of the tenant.
5. The Long Term Council Community Plan and Annual Plan Special Committee allocated \$113,000 in the 2006/2007 Annual Plan for development works at the camp ground involving improvements of the kitchen/laundry building and landscape.

Council has obtained an agreement from the tenant for a review of the annual rent after the completion of these capital development works.

STRATEGIC CONTEXT

The Waitakere City Council's "Strong Innovative Economy", "Urban and Rural Villages" and "Strong Communities" platforms provide the strategic context of this report. These platforms are about promoting local enterprise, ensuring people have choices of recreation in their city and access to leisure facilities and services. On going access to recreational opportunities promotes health, wellbeing and contentment and are highly valued by the community, making it an attractive place to raise children.

ISSUES

The Piha Domain camp ground is the only short term stay camping ground in the City. Piha is a significant tourist destination for visitors in Waitakere City.

The monthly visitor statistics at the camp ground for 2004, 2005 and 2006 are outlined in Table One below.

| Month | 2006 | 2005 | 2004 |
|-----------|-------|-------|-------|
| January | 1,464 | 1,204 | 1,061 |
| February | 907 | 579 | 324 |
| March | 419 | 654 | 297 |
| April | 535 | 206 | 312 |
| May | 146 | 184 | 158 |
| June | 92 | 142 | 167 |
| July | 119 | 64 | 93 |
| August | 88 | 111 | 106 |
| September | | 240 | 540 |
| October | | 379 | 366 |
| November | | 124 | 369 |
| December | | 986 | 694 |

Table 1: Piha Domain Camp Ground, Visitor Numbers

There are 4 issues which have led to a review of the visitor camp ground charges, as follows:

- (i) The reduction in the number of permanent caravans on site, effective 1 July 2007;
- (ii) The daily cleaning of the public toilets by Council, when it was previously a responsibility of the tenant under the terms of the lease;
- (iii) The proposed capital development works by Council, being the upgrade of the kitchen/laundry building, improvement to the shower and toilet block, and landscape developments. The capital works will be managed and financed by Council, and a rent review will occur after their completion;
- (iv) The camp ground charges have not been reviewed with the Tenant since the commencement of the lease agreement in April 2000.

Currently the camp ground charges are as follows:

- Unpowered sites (per night) - \$10 per adult and \$6 per child;
- Powered sites (per night) - \$12 per adult and \$7 per child;
- Caravan rental - either \$1125 per year, including 100 nights accommodation; or \$672 per year, plus a nightly fee when occupied of \$10 per adult and \$6 per child.

Under the current lease a child is defined as 3-14 years, inclusive.

A14-A17

In February 2006, Council engaged Bristow Barbour Walker, registered valuers and property advisers, to review the charges at Piha Domain Camp ground. A copy of their report, dated 11 April 2006, can be found at pages A14 to A17.

Bristow Barbour Walker has carried out research of charges at 27 coastal camp grounds in the North Island. Camp ground charges vary and are dependent on a number of variables such as distance to the beach, the quality and extent of facilities.

The Piha Domain camp ground is within a close walking distance to Piha Beach. The facilities offered include showers, toilets, a kitchen, an indoor eating area, a laundry and internet access.

Bristow Barbour Walker has made the following recommendations on new camp ground charges (all prices are GST inclusive), as follows:

- Unpowered sites (per night): \$13 per adult and \$6 per child;
- Powered sites (per night): \$15 per adult and \$8 per child;
- Caravan rental: \$3000 per year, including 100 nights accommodation. The caravans are provided by visitors to the camp ground.

It is requested by the Tenant, that the child age definition be amended to 5-14 years (inclusive).

The above recommendations have been discussed with the Tenant. The recommended fees for unpowered and powered sites are acceptable to the Tenant, and all new charges will require the consent of the Minister of Conservation, as per section 54, The Reserves Act 1977. However the recommendation by Bristow Barbour Walker for the annual caravan rental is not acceptable. If two adults were to stay on a powered site for 100 nights, based on the new fees, it would cost \$3000. An annual caravan rent of \$3000, including 100 nights free of any additional cost, is not economically viable for the Tenant.

The alternative recommendation for an annual caravan rental is \$1500 (GST inclusive), plus a nightly fee for a powered site when occupied.

The maximum charges for the cabins, at peak times, set by the Tenant, are as follows:

- \$50 per person per adult or \$60 for two adults per night and \$25 per extra adult;
- Child (under 14 yrs) \$15.

RESOURCES

Changes to the charges at Piha Domain camp ground will require an amendment to the lease agreement with the Tenant.

CONCLUSION

The Piha Domain camp ground is part of the Piha Domain reserve and on a nationally recognised coastal location. It is a popular holiday location for all New Zealanders and overseas visitors. The changes being currently implemented recognise that public access to the camp ground should not to be impeded in any way, and that the quality of facilities at the camp ground meets with current standards.

The new camp ground charges reflect increases in operational costs over the past decade, the investment made by Council and the Tenant and the exclusive arrangements for some visitors to leave their caravans permanently on site.

RECOMMENDATIONS

1. That the Piha Domain Camp ground charges report be received.
2. That the Waitakere Community Board recommend to the Finance and Operational Committee that the Chief Executive Officer be given the authority to amend the fourth schedule in the Piha Domain Camp ground lease agreement with the Tenant and obtain the consent of the Minister of Conservation.
3. That the maximum charges imposed for admission to and use of the camping ground be:
 - Unpowered sites (per night): \$13 per adult and \$6 per child.
 - Powered sites (per night): \$15 per adult and \$8 per child.
 - Caravan rent: \$1500 per year, plus a nightly fee for a powered site, of \$15 per adult and \$8 per child, when occupied.
 - Cabins: \$50 per adult per night or \$60 for two adults per night and \$25 per extra adult per night; child (any age) \$15 per night.

(All fees are GST inclusive)

Report prepared by: Warren Ogilvie, Parks Operations Officer - Special Projects, Parks and Open Space.



11 PIHA DOMAIN CAMP GROUND LANDSCAPE DEVELOPMENTS

PURPOSE OF THE REPORT

The purpose of this report is for the Waitakere Community Board to endorse recommendations to the City Development Committee on the proposed landscape development at the Piha Domain camp ground.

BACKGROUND

The Piha Domain camp ground forms part of the Piha Domain reserve, on the southern side of Seaview Rd, near Lion Rock, within easy walking distance to Piha Beach. The camp ground has 122 sites, with 40 of these sites offering power.

Piha Domain is classified as a City-wide park and approval of works will require consent from the City Development Committee.

The Piha Reserves Management Plan, adopted September 1999, states the following about the camp ground at Piha Domain.

“The Piha Domain camping ground is seen as having cultural heritage significance to the local community as well as playing an important role in the current community dynamic at Piha. Many current Piha residents and bach owners started out as campers in the camping ground. In addition the camping ground provides a relatively low cost way for people from outside the Piha area to experience the wild and remote beauty of Piha to a greater depth than is possible from a day visit. While there is general desire to maintain the low impact nature of the camping ground, it is recognised that in order to maintain the social and in particular, economic viability of the camp ground, both the longer tenure of lease for the manager and an improvement of facilities is required. A number of different management options have been trialled in the past in order to try and improve the financial viability of the camp ground with little success. This management plan suggests that allowing development of additional facilities, such as cabins and a games room would increase the viability of the campground by attracting a greater usage and extending the use of the camp ground during the winter season. It is important to note however that any development of facilities such as cabins would need to be in keeping with the objectives and policies of this plan relating to issues such as landscape and design of buildings and that no increase in the area utilised by the camp ground on the Piha domain for camping or effluent disposal is acceptable.”

At the May 2006 meeting, the Waitakere Community Board, resolved:

- “4. That a report be presented to the Long Term Council Community Plan and Annual Plan Special Committee with a recommendation for the funding of improvements at the Piha Domain camp ground.”*

745/2006

The Long Term Council Community Plan 2006-2016 and Annual Plan Special Committee allocated \$113,000 in the 2006/2007 Annual Plan budget for development works at the camp ground involving improvements of the kitchen/laundry building and landscape developments.

STRATEGIC CONTEXT

The Waitakere City Council’s “Urban and Rural Villages” and “Strong Communities” platforms provide the strategic context of this report. These platforms are about ensuring people have choices of recreation in their city and access to leisure facilities and services. Ongoing access to recreational opportunities promotes health, wellbeing and contentment, and are highly valued by the community, making it an attractive place to raise children.

ISSUES

A18-A21

The attachment at pages A18 to A21 outlines a proposed landscape development plan for the grounds of the camp.

There are 4 key developments, as follows:

1. The planting of 9 pohutukawa trees amongst the camp sites designated for tents, to improve shade and privacy. The plantings will not encroach on to an open area on the eastern side of the grounds used for recreation.
2. The upgrade of the metal ring road that services the camp sites. It will remain as a metal road.
3. Improvements to the car park area outside the manager’s house and the utility area to the south of the manager’s house. Refer to the photo montage attached at pages A19 to A21. It is proposed to:

- Widen the driveway opposite the managers house for 2 vehicles to park which will allow visitors to the camp ground to park safely, and then make enquiries with the manager;
 - Install a rain garden on the western side of the drive way, just past the manager's house, to capture surface run off;
 - Build a small permeable fenced area, approx 2m x 3m, for the storage of re-cycling bins and rubbish bins;
 - Install bollards on the edge of the driveway to stop vehicle access on to the reserve.
4. Improvement and possible re-location of the pedestrian path between the bowling club car park and the camp ground driveway. This is subject to the outcomes of the Piha Domain playground upgrade project. It is intended to keep the path surface permeable, using either metal or crushed shell.

These proposed landscape developments are in keeping with the objectives of the Piha Reserves Management Plan. The changes proposed are minor and will complement the surrounding natural environment and enhance the enjoyment of the camp ground and reserve for visitors and residents.

The proposed landscape plan was presented to and endorsed by the Piha Residents and Ratepayers at their meeting on 1 September 2006.

Decision-making Process

Options were identified for the Piha camp ground landscape development in consultation with the community. These options have been assessed against relevant criteria in accordance with Section 77 of the Local Government Act 2002.

RESOURCES

Funding of \$113,000 for the development of the Piha Domain Camp ground has been approved through the 2006/2007 Annual Plan process. The estimated costs for landscape development are approximately \$45,000.

CONCLUSION

The Piha Domain camp ground is the only short term stay camping ground in the City. Its value and importance is recognised in the Piha Reserves Management Plan. A review of the operations of the camp ground, highlighted in a report to this Board in May 2006, recognised the need to carry out some landscape development.

The minor landscape works proposed, involving tree planting, gravel road upgrade, car parking and pathway improvements, will enhance the enjoyment of the reserve for visitors to this camp ground.

RECOMMENDATIONS

1. That the Piha Domain Camp Ground Landscape Development report be received.
2. That the Waitakere Community Board recommends to the City Development Committee the approval of proposed landscape development works at the Piha Domain camp ground.

Report prepared by: Warren Ogilvie, Parks Operations Officer-Special Projects, Parks and Open Space.



12 KAREKARE BEACH PUBLIC TOILET BLOCK REPLACEMENT

PURPOSE OF THE REPORT

The purpose of this report is to enable the Waitakere Community Board to consider the two options for the replacement of the existing toilet block at Karekare Beach, and to seek a direction from the Board on the final location of the toilet block.

BACKGROUND

A22-A23

At the August 2006 meeting of the Waitakere Community Board a report was presented outlining the proposed location options for the placement of the new toilet block. These comprise of utilising the existing site for an upgraded or new toilet block, or placing a new block in between the grass and metal carpark. An aerial map showing the locations of the two options is attached at pages A22 to A23. At the August 2006 meeting of the Waitakere Community Board the Board resolved the following:

“That the three options on the proposed toilet block at Karekare Beach be consulted with the community by way of one public meeting, and that the recommendations be submitted to the Community Board for consideration.”

1458/2006

At the August 2006 meeting of the Waitakere Community Board an update was provided from the ARC that provided a possible option and consideration for the location of the toilet block and treatment plant. At the time of writing this letter however, Auckland Regional Council was not privy to the community consultation nor had officers been able to report this matter to their Council. Officers are now in the process of reviewing community submissions and will provide further feedback for the meeting.

STRATEGIC CONTEXT

This project contributes to Council's Urban and Rural Villages Platform where the objective is to enhance the quality of public spaces in rural villages.

The 2005 Draft Parks and Open Space Strategy requires that toilets should be provided at destination type parks and open spaces where people have travelled some distance and do not have access to any other toilet facilities.

ISSUES

Consultation Process

On 2 September 2006 a meeting was held on site at Karekare Beach between Council staff, local residents and property owners. The meeting was chaired by the Waitakere Community Board Chair and facilitated by the Issues Resolution Manager from Council. The purpose of this meeting was to discuss the location of the toilet block and treatment plant. In addition to this a flyer was mailed to all property owners on Karekare Road, Watchmans Road, Lone Kauri Road, and Waikarekare Lane providing the opportunity for formal written submissions on the options.

Results of Submissions and Consultation

A24-A62

A total of twenty two (22) people attended the public meeting held on 2 September on site at Karekare Beach. In addition a total of twenty one (21) written responses have been received prior to this report being written. A summary of the main points identified by the submitters is included below, and copies of all the written submissions are attached at pages A24 to A62.

Summary of Submissions and Consultation

The public meeting discussed which of the two sites was preferred for the toilet block, and which site was preferred for the treatment plant system. Of those present at the meeting there was a majority who preferred retaining the existing site for the toilet block and undertaking a major upgrade. In regard to the written submissions received a smaller majority preferred the existing site over the proposed carpark site.

From the public meeting held and the written submissions received a number of reasons for and against each option regarding the toilet block were highlighted.

Existing Site

The reasons stated for favouring the existing site included:

- Problems with dampness and light levels can be overcome;
- The existing toilet block is functional and serves the purpose;
- The safety issues associated with crossing the road are much less than those that would be generated by a new facility in the carpark, and could even be improved with a second speed hump on the road. Reversing and manoeuvring cars will make the carpark a dangerous environment for children and users of the toilet facility;
- The visual impact of the existing site is much less than the visual impact of a new facility in the car park;
- Signage would solve any difficulty for visitors to find the facility from the car park;
- The existing building holds iconic status as a link to Karekare history;
- Car parking space is already at a premium during peak summer use and a new facility in the carpark would reduce the available parking space;
- In its current position the existing facility is less vulnerable to vandalism and graffiti than if it was positioned in the open car park.

Car Park Site

The reasons stated for favouring the new site in the carpark included:

- A new building would eliminate any problems with dampness, light, and space issues in the open carpark site. The existing site will always have problems with light and dampness issues because of the overhanging pohutukawa;
- The existing block is not an acceptable design today, the carpark site provides the opportunity for a new design;
- The money has been allocated for a new toilet block so use it to build a new facility;
- Upgraded facilities are not appropriate when the opportunity exists for building a new facility;
- The safety hazard is greater having to cross Karekare Road to use the existing facility;
- The opportunity would exist for extending the new block if seasonal and future demands required;
- Planting around the new block would suitably blend the facility in to the surrounds;
- The existing building holds no historical significance and is not an icon of Karekare.

Heritage Status

Advice has been sought from Council's Principal Advisor – Heritage in regard to the historical classification of the existing toilet block. The toilet block appears to be a utilitarian structure made from concrete block circa 1950s-1960s with concrete roof tiles, and is not currently listed in the District Plan's Heritage Appendix as a heritage building. In addition the block is not classified on the Auckland Regional Council's Cultural Heritage Inventory for heritage items. Advice from the Principal Advisor – Heritage suggests that in order to be regarded as a heritage building it would need to meet one of seven categories in the District Plan such as being associated with an historic event; be a particularly good example of an architectural style; a landmark; have importance visually; be of significance to the community; contribute to the amenity, form, scale, fabric and setting of the place; be a representative example of surrounding buildings or contribute towards a sense of place e.g. orchards, special buildings, community halls etc. In the opinion of the Principal Advisor - Heritage, there is insufficient material available at this stage to recommend its retention for heritage reasons.

In addition the pohutukawas in and around the existing toilet block are not classified as heritage trees in the District Plan but are protected by the rules and policies of the District Plan in regard to protected trees. An arborist's report has been commissioned to examine the impact of any development through the area of the pohutukawas in the carpark area and the existing site. The arborist's assessment was not available at the time of preparing this report and will be provided for the Board's information at the Board meeting.

Treatment Plant

A related matter to the siting of the toilet block is the location of the treatment plant associated with the toilet. The treatment plant comprises of:

- 1 x 9 m³ buffer tank with vortex solids pump, alarm system and carbon filter;
- 1 x 5.6 m³ septic tank with "Orenco Biotube" outlet filter and carbon filter;
- 1 x 4.5 m³ recirculation tank with pump and alarm system;
- 1 x 3 m² "Orenco Systems" recirculating textile filter;
- 1 x 4.5 m³ treated effluent tank with pump and alarm system;
- 1 x UV disinfection unit;
- 1 x remote monitoring system.

The treatment plant would in total occupy an area of 14 metres x 2 metres. It would also be possible to split the units over two sites.

The public meeting and the mail out discussed the location of the treatment plant and feedback was received regarding this. The possible location options for the treatment plant are:

1. On the site of the existing toilet block on Council road reserve (subject to Council resource consent approval).
2. In the grassed overflow parking area in the current flax planting on Council recreation reserve (subject to Council resource consent approval).
3. On the side of the metal carpark near the stream and picnic site on Auckland Regional Council reserve (resource consent already granted).

A63-A64

An aerial map showing the location of the three options is attached at pages A63 to A64. The current resource consent granted by the Auckland Regional Council for the wastewater treatment system and disposal field location provides for the location of the plant system on the bank of the stream near the picnic site in the metal carpark (location 3). Feedback received during the consultation phase showed a clear preference for not placing the treatment plant where the consent currently allows on the stream bank. Of the two remaining options the preference from the consultation has favoured placing the treatment plant system in the least disruptive configuration in the grassed overflow parking area between the carpark areas (location 2). This appeared to be the preferred location for the following reasons:

- If the current site of the toilet block is retained for an upgraded facility there would not be sufficient room to also accommodate the treatment plant system, and in between the carpark areas was considered to be preferable to the picnic site;
- Rather than demolish the existing toilet block there is the potential for it to be used as a storage facility for community purposes. Feedback received during the consultation has shown interest in this option. Placing the treatment plant system in between the carpark areas would allow the opportunity for this.

As there is consent approval to place the treatment plant on Auckland Regional Council land adjoining the carpark near the stream bank (location 3), any change to this location would require a variation to the original Auckland Regional Council consent. If the Board preferred to have the treatment plant located in the grassed carpark area (location 2) or on the existing toilet site (location 1) this variation would be pursued.

Advice from the Auckland Regional Council would be required as to whether this would be a notified or non-notified consent variation application. If advice suggests this would require a notified consent variation then the time and cost involved in this exercise would not make this a feasible option and Council would abandon it and return to the location that has been approved in the consent. An update on the position of the Auckland Regional Council on this matter will be provided at the meeting to the Board to assist their decision.

Proposal

Council officer opinion is that the most suitable option for the Karekare Beach toilet block is for a major upgrade of the toilet on the existing site. This is for the following reasons:

- As the current building holds no heritage status with either Council or Auckland Regional Council the opportunity exists to undertake significant modifications to provide a modern, hygienic facility that will service Karekare Beach users for many years;
- An upgraded toilet facility on the existing site would adequately meet the demand of users in peak periods;
- An accessible toilet can be incorporated into the upgraded facility along with two standard toilets;
- An upgraded facility will improve access, natural lighting and ventilation;
- Orientation issues for users can be remedied through appropriate signage in the carpark;
- The existing carparking capacity will not be affected;
- Safety issues associated with placing a new facility in the carpark will be avoided, and a second speed hump can be placed on Karekare Road to slow traffic;
- The treatment plant can be configured so that the existing septic tank underneath the existing toilet block can be utilised for the new buffer tank required, and the remaining components can be placed between the two carpark areas with minimal disturbance to the parking area.

It is intended to carry out physical works in the 2006/2007 summer construction period subject to Council resource and building consent approval.

Decision-making Process

Options were identified for the Piha Karekare Beach public toilet block replacement in consultation with the community. These options have been assessed against relevant criteria in accordance with Section 77 of the Local Government Act 2002. Option 1 provides the best cost benefit analysis.

RESOURCES

The sum of \$376,268 has been allocated in the 2006/2007 Annual Plan to undertake the Karekare Beach toilet block and treatment plant upgrade. The budget is sufficient to fund an upgrade to the existing toilet block or construct a new facility; and also install the new wastewater treatment and disposal system required.

The options for the Karekare Beach toilet block can be summarised as follows:

| Option | Description | Facilities (estimate) | Building Cost (estimate) | Treatment Plant Cost (estimate) | Total Option Cost |
|---|--|--|--------------------------|---------------------------------|---------------------|
| Option 1 – Existing Toilet Block | Major Upgrade to existing toilet block | 1 uni-sex accessible toilet, 2 single toilets | \$100,000.00 | \$150,000.00 | \$250,000.00 |
| Option 2 – New Toilet Block in Carpark | New Design Block | 2 uni-sex accessible toilet, 2 single toilets, storeroom | \$150,000.00 | \$150,000.00 | \$300,000.00 |

CONCLUSIONS

From the consultation process undertaken with residents and property owners at Karekare Beach it is evident that opinion is divided on which option is most suitable for the location of the toilet block.

After considering all the consultation responses it is the opinion of Council officers that a major upgrade of the existing facility should be undertaken in the existing location. This opinion has changed from the recommendation originally put before the Board by Council officers in August 2006, due to the feedback received during the consultation process. This option received strong support during the consultation process, is less costly than building a new facility in the carpark, and eliminates any safety issues to young children associated with a facility in the middle of the two carparks. It is also the opinion of Council officers that the treatment plant be located in between the carpark areas if a non-notified consent variation can be obtained from Auckland Regional Council. If this is not possible then it is recommended that the plant be installed where the Auckland Regional Council consent currently permits on the edge of the metal carpark by the stream bank.

RECOMMENDATIONS

1. That the Karekare Beach Public Toilet Block Replacement report be received.
2. That the Waitakere Community Board approves the existing site of the Karekare Beach toilet block as the location for the facility and that a major upgrade to this facility be undertaken.
3. That the Waitakere Community Board approves the placement of the new treatment plant in the open grassed carpark position subject to a non-notified resource consent variation application being obtained from the Auckland Regional Council.

4. That the decision of the Waitakere Community Board on the Karekare Beach toilet block be communicated to the Karekare Beach community for their information.

Report prepared by: Andreas Lilley, Parks Project Development Officer.

13 **LEASE / FUTURE USE OF PART OF OWEN'S GREEN RESERVE, LAINGHOLM**

PURPOSE OF THE REPORT

The purpose of this report is to present to the Waitakere Community Board the options for the City Development Committee to determine the lessee and/or future use of part of Owen's Green Reserve, Laingholm.

BACKGROUND

Owen's Green Reserve is located at 436B Huia Road, Laingholm. The lease involves Lot 1, DP132139, approximately 13.59 hectares of this reserve which is classified as a Citywide Park (by Council) and Recreation Reserve under the Reserves Act 1977.

Since 1992 when the Laingholm Riding Club became an incorporated society, it has held a lease on this reserve. The term of the lease expired on 28 February 2006.

Muddy Creek Riders was established in August 2005 and became registered as an incorporated society in September 2005. Some members listed in Muddy Creek Riders' incorporation documentation are identified as previous members of the Laingholm Riding Club.

Both the Muddy Creek Riders (MCR) and the Laingholm Riding Club (LRC) submitted an *Application for a New / Renewed Lease for Land from Waitakere City Council*. Both applications were reviewed by Council's Community Lease Application Committee at a meeting held in March 2006. Results of the review were presented to the Waitakere Community Board at their May 2006 meeting.

Due to the level of feeling between the two clubs as demonstrated in the Public Forum part of the May 2006 Waitakere Community Board meeting, the Community Board decided to pursue a mediation process with the intention of awarding the lease to a merger of the two clubs as a win/win outcome if possible.

The resolution from the May 2006 Waitakere Community Board meeting is as follows:

- "1. That the Waitakere Community Board with Council officers assistance set up a meeting between the Laingholm Riding Club and Muddy Creek Riders Inc (three members from each club) to attempt to resolve the issues surrounding the lease of Owen's Green, that this meeting be organised at the soonest opportunity and that the outcomes of that meeting be reported back to the Tuesday 4 July 2006 meeting of the Waitakere Community Board."

738/2006

Council engaged an independent contractor (Te Henga Consultants) to undertake the facilitation of tripartite discussions (between the Waitakere Community Board, Laingholm Riding Club and Muddy Creek Riders) to explore potential shared use of Owen's Green Reserve as Council's preferred option.

Laingholm Riding Club has refused to take part in the mediation process or to meet with the independent mediator exclusively (as was offered at Council expense) in order to determine the conditions for their involvement in the process.

Representatives from both the LRC and MCR were invited to a meeting at Council on Tuesday, 15 August 2006. The purpose of this meeting was to identify the obstacles for putting this mediation process in place. LRC did not attend this meeting.

At the 15 August 2006 meeting, the independent mediator, Council officers, and nominated representatives from the Waitakere Community Board discussed many options regarding the process to undertake in making a decision about the lease of Owen's Green Reserve.

The outcome of the meeting was a request from the Waitakere Community Board representatives to Council officers for a report outlining the various options as discussed, which would then be presented to the Waitakere Community Board at their October 2006 meeting. The purpose of the Agenda report was for the Waitakere Community Board to decide the best way forward in determining the lease / use of the reserve. At this meeting it was also approved that the mediator would continue to pursue opportunities of mediation between the two riding clubs, since a 'joint lessee' arrangement was Council's preferred outcome.

However, since this meeting, it has come to the attention of Council staff that Owen's Green is classified as a 'Citywide Park' by Council and as such the delegated authority sits with Council's City Development Committee.

The Waitakere Community Board, with the best intention for the community, has attempted to resolve the ongoing disputes between LRC and MCR by providing the services of an independent mediator throughout this process. As of 8 September 2006, Council terminated the mediation process based on LRC's refusal to take part. The contracted mediator has been disengaged and will no longer be an independent point of contact on behalf of the Waitakere Community Board for either of the riding clubs.

STRATEGIC CONTEXT

Through its Strategic Plan, Council has adopted a platform of 'Strong Communities' stating that in the next 10 years Council will develop the City as a renowned hub of social activity, arts, leisure, sports and recreation.

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided to help improve the well being of the City's people and communities.

The *Draft Parks and Open Spaces Strategy (2005)* states that equestrian facilities / pony clubs are an important facility as they cater mainly for young women, a group not well provided for in outdoor recreation facilities in the City.

The *Draft Parks and Open Spaces Strategy* also seeks to secure key locations for the development of equestrian facilities while also balancing an activity that can require large areas of reserve land. The goal is to provide space on fewer equestrian parks (three major parks) but develop higher quality facilities that can be used by more than one pony club. The draft strategy recognises Te Rangi Hiroa, Henderson Valley Park, and a future site in the north of the city as the best sites to support equestrian facilities for the City.

ISSUES

The Waitakere Community Board has identified the following options for Council's City Development Committee to consider for the management of future use of Owen's Green Reserve:

Option A – Council driven creation of a third party entity

This option would require Council to facilitate the establishment of a 'third party' entity in order to manage the lease / use of the reserve. This third party entity would consist of equal members from both the LRC and MCR, as well as, any other additional members who are not already affiliated with these two clubs. It is the expectation that an officially registered 'management committee' would be the outcome of this process, which then Council would enter into a lease arrangement with this party for the use of the reserve.

However, based on the relationship history between the two clubs, specialised negotiation, and facilitation skills in governance and management would be required for the creation of a viable third party entity. These skills are beyond the resources currently available within Council and would require contracting a specialist. Therefore it is expected that to implement this option, a detailed brief would need to be developed by Council, a reference / monitoring group consisting of Councillors and Council officers would need to be set up, and a specialised contractor hired to take on this project.

Timeframe: It is expected to be approximately two months before a project brief, a reference group was set up, and a specialised contractor was in place. It is then expected to take a minimum of three - four months for the establishment of a new facility management committee at an appropriate level of functioning. Therefore, a total time to achieve an outcome via this process would be a minimum of six months.

Estimated costs: It is envisaged that the external costs associated with this option would be the specialised services of a contractor at a rate of \$100 per hour for approximately one month of full time work. Based on preliminary estimates, the total cost for this option would therefore be a one-off cost between \$15,000 – \$20,000.

Pros

- Potential for members of both the LRC and MCR clubs, as well as other parties, to use the riding facilities of the reserve;
- Positive community outcome resulting in both clubs working together.

Cons

- Resources not currently available within Council – so therefore needs to be contracted out;
- High risk to achieve a successful outcome given the dispute history between the two clubs;
- Requires significant investment by Council for monitoring and oversight (both from Council officers and Councillor involvement);
- Estimated minimum of six months until outcome achieved;
- Costly with no budget currently available to Council;
- Relies on both clubs willing to enter into a new partnership.

Option B – Reestablishment of an open tender / expressions of interest application process

Both riding clubs are claiming that they have been disadvantaged by the initial Lease Application Committee (LAC) assessment process originally undertaken by Council in March 2006. Since the time when Council's Lease Application Committee met and reviewed the applications submitted from each club, and indeed since the May 2006 Waitakere Community Board meeting, further relevant information on each club (regarding management of the reserve and service to the community history) has become apparent.

This option is offering an opportunity to 'start over' and initiate an open tender / expressions of interest lease application process that would be well publicised to encourage a wider spectrum of parties (beyond the contending two riding clubs) interested in holding a lease on the reserve. An application deadline would be determined and clear assessment criteria (that would be used to determine the successful applicant) would be developed in order to identify the best community outcomes for use of the reserve. Council officers from Leisure Services would run the application process. The Lease Application Committee would assess each submission and provide a recommendation to the City Development Committee for endorsement.

Timeframe: Public advertisements for expressions of interest / lease applications could take place in mid October with a one month deadline for submission. A couple week timeframe would be required for the preliminary review of applications and the scheduling of the LAC meeting to take place post submission deadline. It is expected that an additional couple of weeks would be required to document the Lease Application Committee's recommendation for presentation to the City Development Committee. In total, it is anticipated that this process would take a minimum of three months before a lease holder would be determined.

Estimated costs: The costs associated with this option are minimal and can be absorbed within Council's current budgets.

Pros

- Process could identify alternative users of the reserve not currently known by Council;
- Provides opportunity for community outcome criteria to be used in decision making;
- No cost;
- Accepted standard process.

Cons

- Resource intensive for Council officers;
- Requires elected member decision making;
- Estimated minimum of three months until outcome achieved so continues a contesting situation / dispute between clubs over an extended period of time;
- Risk of non-successful applicants legally contesting decision under the s54 and s120 of the Reserves Act 1977.

Option C - Council Run Equestrian Facility

Council's Parks and Open Spaces Assets unit currently run a facility booking system on many of the City's playing fields which is based on Council's relationship with key regional organisations who 'block book' the playing fields for the season. One-off use of each field is booked through Council's Call Centre using the centralised Facility Booking System. It was suggested by a member of the Waitakere Community Board that such a system be considered for the riding 'facility' and paddocks at Owen's Green Reserve – i.e. that Council maintains and operates the reserve (consisting of riding ring, riding paddocks and grazing paddocks) on a 'user pays' basis via a centralised Facility Booking System.

It is expected that prior to the reserve being available for hire, investment is required by Council in order to establish the reserve as a 'user pays' type of facility (see *Estimated costs* below). This would require designating the reserve into three separate user pay / booking areas (i.e. grazing paddocks, riding paddocks and the riding arena) and upgrading the current riding arena so it is of a standard that can be hired out. Preliminary scoping of this option within Council units has identified concerns regarding not only the resources of Parks Assets to operate and manage such a facility, but also Council's responsibility (and potential liability) in relation to the health and safety aspects of running such a facility.

Important to note is that neither the LRC nor the MCR are affiliated with, or members of, the National Pony Club Association or any other regional or national association.

Timeframe: It is expected to take a minimum of seven months to establish an equestrian sports facility that would be available for hire on a short term booking basis, if associated budget was available.

Estimate costs: Initial upfront development costs of ground clearing, fencing, and riding arena improvements are expected to total approximately \$15,000 - \$20,000. Annual cost of maintaining the reserve at an operational level is estimated to be at least \$3,000 per year, however, user fees for grazing set at market level rates have the potential to offset some maintenance costs.

Pros

- Potential venue for regional equestrian events;
- No advantage to one club over another – neutralises the dispute between the two clubs;
- Available to wider community.

Cons

- Council's development and investment in this site as an equestrian facility runs contrary to Council's *Draft Parks and Open Spaces Strategy* (2005) which clearly states that Waitakere City will provide three equestrian parks (which does not include Laingholm) and that all pony clubs will be encouraged to move to these parks;
- Resource intensive of Council to establish and then maintain and monitor facility use;
- High risks associated with equity of access issues between the two clubs (based on historical relationships) in the community who would be the regular users;
- Establishment and ongoing operational costs which are not currently budgeted;
- Extensive facility monitoring (and potential user conflict resolution) is expected and is outside the scope of Council's Parks and Open Spaces Assets unit who would be managing the facility;
- Short term booking unlikely to satisfy either party.

Option D – Hearing process to determine either LRC or MCR as lease holder

One option to determine the lease holder of the reserve is to provide a 'hearing process' so that both clubs have equal opportunity to present their case (as to why they would be the best lease holder on the reserve), ability to refute allegations from the other contesting party in a manner that was non-partial, fair and transparent. This would be a one-time hearing *event* and the responsibility would lie with each club to present in front of a decision making body who would then make a final decision as to which club (LRC or MCR) would hold the lease on the reserve. A condition of this process would be that each club is represented by a nominated officer of the club and not by hired legal representation. The final ruling from this hearing-type of process would be legally binding and based only on the presentations and evidence provided within this process.

The decision making body in this hearing process could be the City Development Committee. Alternatively, the Committee could choose to delegate it's authority to an independent judicator (such as a judge or qualified lawyer) in a similar manner as to Council's process in running hearings for consent dispute resolution.

Timeframe: With either the City Development Committee or an independent judicator as the decision making body, it is possible for this process to be completed and a final ruling made within one month of initiation.

Estimated costs: Costs for this option depend on whether the decision making body is the City Development Committee (in which case there would be no costs associated) or if an independent adjudicator presides (in which case it is estimated to cost between \$5,000 - \$7,000). The estimate for an independent adjudicator is based on between \$250-\$300 per hour, at approximately 20 -25 hours.

Pros

- Clean slate - both clubs get equal opportunity to present their case;
- Transparent decision making process from the clubs' perspective;
- Minimal Council officers and elected member involvement;
- Quick resolution – possibly within one month (i.e. before summer riding season).

Cons

- Expense if 'judicial' hearing;
- Risk of party non-participation.

Option E – Develop as a passive reserve and remove equestrian activity

Signalled in the Long Term Council Community Plan is a proposal to develop Owen's Green as a passive reserve from 2016 onward. This would likely mean an end to equestrian activity on the reserve. However, such a direction for management of the park has yet to be considered and agreed by any Committee or Community Board.

If agreement cannot be reached between those interested in equestrian activity an alternative option would be to accelerate the removal of equestrians in preparation for future development as a Citywide Park. This would involve the immediate removal of fences, followed by the mowing of grassed areas and weed control / maintenance on a regular basis. However, there is no provision in the budget for the option.

Timeframe: Official notice to vacate the premise within a certain time period (possibly one month) would need to be given to the current lease holders. It would then take Council 2-4 weeks to remove fences and remaining rubbish before the reserve could be brought back to a natural 'passive' status.

Estimated costs: A one-off cost of \$5,000 (approximate) to remove fences and pony club rubbish including tip fees would be an immediate expense in returning the reserve to its natural state. Annual cost of approximately \$4,500 per year is expected to maintain the reserve which would include the cutting of grass on a quarterly basis and preventive weed control / maintenance.

Pros

- No further riding club dispute involvement required of Council;
- Compliant to the *Draft Parks and Open Spaces Strategy* (2005) and the Long Term Council Community Plan;
- Aligns with future role of Owen's Green Reserve (as planned in the Long Term Council Community Plan);
- Reserve use not limited to equestrian use with the wider community able to access full reserve area (although potential not met until development in 2015/2016).

Cons

- High political risk with potential lack of community support towards new Owen's Green Reserve development;
- Reduction of outdoor recreational activity especially for youth and young women who are identified as a group not well provided for in regards to outdoor recreation facilities within the Waitakere area:
 - Immediate displacement of at least five horses (and effecting over 20 in the area);
 - No budget for this option is currently available.

RESOURCES

Direct funding that Council has expended to date specifically on providing dispute resolution assistance to the two riding clubs in Laingholm is approximately \$3,000. This total is comprised of \$2,000 expenditure in 2005 (for contracted club facilitation services when a contractor was engaged by the Waitakere Community Board to provide governance and management advice to the Laingholm Riding Club at the time when the club membership was splitting resulting in the creation of the Muddy Creek Riders Club) and the recent \$900 expenditure for the mediation services of Te Henga Consultants.

Costs to date have been absorbed within Council's Leisure Services budget.

CONCLUSION

As per directive from the May 2006 Waitakere Community Board meeting, Council engaged an independent mediator to facilitate tripartite discussions (between the Waitakere Community Board, Laingholm Riding Club and Muddy Creek Riders) to explore potential shared use of Owen's Green.

Laingholm Riding Club has refused to take part in this mediation process or to meet with the independent mediator in order to determine the terms of conditions for their involvement. LRC also refused to attend a meeting on 15 August 2006 at the request of the Waitakere Community Board.

At the 15 August 2006 meeting, representatives from the Waitakere Community Board discussed many options regarding the way forward in determining the lease holder of Owen's Green. It was requested that Council officers provide a report to the October 2006 Waitakere Community Board meeting which would outline the options with associated pros and cons, timeframes and estimated costs of implementation as was discussed at the meeting.

It has been identified that Owen's Green Reserve is a Citywide Park and as such, delegated authority sits with Council's City Development Committee.

As determined by the Waitakere Community Board, the five options regarding the process for determining the lease / use for part of Owen's Green are;

- Option A - Council driven creation of a third party entity;
- Option B - Reestablishment of an open tender / expressions of interest application process;
- Option C - Council run equestrian facility;
- Option D - Hearing process to determine either LRC or MCR as lease holder;
- Option E - Develop as a passive reserve and remove equestrian activity.

Further descriptions, the pros and cons, timeframe and estimated costs of each one of these five options are provided in the *Issues* section above.

Options A - D if implemented as a process to determine the lease holder of the reserve, would most likely result in the continued equestrian use by community members of the reserve. Option E would specifically exclude equestrian use of Owen's Green Reserve and have the reserve return to passive recreation status.

Options A – C are not recommended due to resource restrictions within Council.

Since the May 2006 Waitakere Community Board meeting, Council officers, Councillors and Community Board Members have been called upon by both LRC and MCR to assist in a number of disagreeable incidents between the two clubs and as a consequence, have been provided with additional relevant information.

Therefore, an option available, in order to remove the risk of bias is to provide a transparent, one-off, equal opportunity for both contending clubs to present their case (as to why they would be the best lease holder on the reserve) at a hearing event, to a non-partial, decision making body who would then decide which club (LRC or MCR) would hold the lease on the reserve.

It is recommended that Option D be the process to determine the future / use of Owen's Green Reserve. This option has the quickest resolution timeframe, and has the potential to resolve dispute issues between the clubs due to the transparent nature of the hearing process.

Finally, this appears to be a conflict driven out of rivalries with a sport code/local club. The extent to which Council should expend ratepayer resources trying to resolve it needs to be kept front of mind in the Board's deliberations. If any club has lease over the reserve, it should have a condition of open membership so that all residents of the City interested in using the park / joining the club can do so should they choose.

RECOMMENDATIONS

1. That the Lease / Future Use of Part of Owen's Green Reserve, Laingholm report be received.
2. That Waitakere Community Board recommend to the City Development Committee that Option D – hearing process to determine either the Laingholm Riding Club or the Muddy Creek Riders as lease holder of Owen's Green Reserve, Laingholm be undertaken.
3. That Waitakere Community Board recommend to the City Development Committee to decide on whether the Committee be the decision making body for the hearing process or that the Committee delegate their authority to an independent adjudicator.

Report prepared by: Louis Rattray, Manager, Leisure Services.



14 WAITAKERE COMMUNITY BOARD MINOR PARKS PROJECTS 2006/2007

PURPOSE OF THE REPORT

The purpose of this report is to present the Community Board Minor Parks Projects and to obtain approval from the Waitakere Community Board on the appropriate allocation of budget for the 2006/2007 Annual Plan. This report also requests that the Waitakere Community Board recommends to the City Development Committee to consider revising the maximum amount to be spent on any one project.

BACKGROUND

The Community Facilities and Recreation Committee resolved to provide a discretionary budget for allocation by the Community Boards for parks capital development projects in December 1999. In the 2006/2007 Annual Plan the Council has allocated a total of \$120,000 for this use, to be allocated to each ward on a needs basis. The needs have been calculated based on the current rate of population growth within the ward, and 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 | \$28,500 |
| Massey Ward | \$36,000 |
| New Lynn Ward | \$34,500 |
| Waitakere Ward | \$21,000 |

Project proposals have been requested from Community Board Members, resident and ratepayer groups, sports clubs and other relevant community groups.

STRATEGIC CONTEXT

These projects contribute to Council's Urban and Rural Villages strategic 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.

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.

ISSUES

The need for a discretionary budget for capital projects arose as a result of the work in developing criteria for funding Parks capital works projects. This recognised that there are a number of projects, generally less than \$10,000 in cost, which are raised as possible projects through the Annual Plan submissions, Community Board Public Forum and other consultation processes. These projects generally are not able to compete in terms of the Parks Capital Project Criteria, as the current proposed capital programme contains over 100 large projects. Undertaking these small projects is however an important means of meeting local needs within the community. It is recognised that Community Boards, being the main link between Council and the local community, are the best decision making body to determine the priority for meeting these local needs.

The following principles provide the framework for decision-making regarding the funding of individual projects:

1. The funds are to be used for Park Development projects – this does not include projects on community buildings, grants to community groups, maintenance or renewal items.
2. A maximum of \$10,000 can be spent on any one project in each financial year. The decision to extend the maximum amount of \$10,000 for any one project rests with the Community Board, but if they choose to extend the \$10,000 for any one project, a recommendation to Council is required.

3. Projects put forward through the Annual Plan and other consultation processes will be ranked according to the Parks Capital Works Criteria, however the decision as to final priority rests with the Community Board.

The above framework was established in 1999 and since that time construction costs have increased significantly. The budget amount was increased in 2005/2006 from \$100,000 to \$120,000 per year to reflect this. However the maximum amount to be spent on any one project also needs to be increased to reflect cost fluctuations.

As per item 2 above it is proposed that the maximum amount to be spent on any one project is increased from \$10,000 to \$20,000.

POSSIBLE DEVELOPMENT PROJECTS

The discretionary budget allows for the allocation of funds to projects with a value of less than \$10,000. 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 | \$13,500 |
| Sealing an existing gravel car park approx. 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 | \$120 per lineal metre at 1.5m wide |
| Creating/extending a gravel car park | \$6,000 for 10 car parking spaces |
| 10 metre length of boardwalk | \$3,800 |
| Macrocarpa bench seat | \$850 |
| Macrocarpa bench seat with back | \$1,095 |
| Macrocarpa picnic table | \$1,740 |
| Town Centre/Urban Seat | \$760 |
| Town Centre/Urban picnic table | \$1,650 |
| Walkway lights (as per Cranwell Park) | Approx \$5,500 ea installed – depends on distance of supply cable to each. |
| Set of two swings with bark under surfacing, scuff mats, new edging and local drainage including Waitakere City Council Consent fees (new stand alone) | \$15,000 |
| Set of two swings with scuff mats in an existing playground, including Waitakere City Council Consent fees | \$5,000 |
| Seesaw with bark under surfacing in an existing playground | \$3,000 |
| Small playground for children under 5 with bark under surfacing | \$17,000 |
| 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) | \$825 for 10 metres |
| Drinking Fountain (by water supply) | \$2,800 |
| Drainage (major) - excludes new cesspit or manhole | \$2,000 for 10 metres |

| PROJECT TYPE | APPROXIMATE COST INCLUDING CONSENTS, SUPPLY AND INSTALLATION |
|--|--|
| Standard Rubbish Bin - Parks Stainless Steel Bin | \$1,054 per bin |
| Colonial Galvanised Bin | \$824 per bin |
| Timber steps & handrail | \$4,000 for 10 metres |
| Park Name Sign - 2 panel | \$1,550 |
| Community Sign - special design or Waitakere City Council standard | \$2,500 |

The project proposals received are outlined below with estimated costs.

PROJECT PROPOSALS

The project recommendation In/Out column shown to the left in the tables below indicates the Parks Officer recommendations regarding each project. 'In' means the project is recommended to be considered for funding and 'Out' means the project is not recommended to be considered for allocation of funding for various reasons which are outlined in the report.

1.0 Waitakere Village Residents & Ratepayers Association

| Project | Description | Preliminary Assessed Cost | Officer Recommendation In/Out |
|----------------------|---|---------------------------|-------------------------------|
| Township Park | Install Macrocarpa Picnic Table | \$ 1,740 | In |
| | Install Macrocarpa Bench Seat | \$ 850 | In |
| | Install Rubbish Bin* | \$ 1,054 | Out |
| | Install Older children playground activity. (playground will need extending to incorporate new equipment) | \$10,000 | In |

Parks Officer Comments and Recommendations:

* The request for funding for the installation of a rubbish bin is not recommended for allocation of funding because Council's Zero Waste Strategy aims to produce a clean and attractive city that increasingly turns its waste into resources. In accordance with this strategy the parks rubbish policy identifies that where appropriate bins shall not be installed in neighbourhood parks because people are encouraged to take their rubbish home with them where they can recycle suitable items and minimise resource waste. There is also a shop across the road from this park which has an existing rubbish bin.

2.0 Laingholm and District Citizens Association

| Project | Description | Preliminary Assessed Cost | Officer Recommendation In/Out |
|--------------------------|-----------------------------------|---------------------------|-------------------------------|
| Laingholm Reserve | Install Small Skate Ramp and Pad* | \$25,000+ | Out |

Parks Officer Comments and Recommendations:

* The request for funding for the installation of a small skate ramp and pad is not recommended for allocation of funding because of the significant costs, consultation and resources required to undertake this project.

3.0 McLaren Park Residents and Ratepayers Group

| Project | Description | Preliminary Assessed Cost | Officer Recommendation In/Out |
|--|---|---------------------------|-------------------------------|
| Corner of Bruce McLaren Road and Posa Avenue (road reserve) | Install Concrete Path linking Bruce McLaren and Posa Avenue | \$4,200 | In |
| | Install Macrocarpa Seat with back | \$1,095 | In |
| | Install Planting | \$1,050 | In |
| Hindmarsh Green/ Corban Reserve | Install Basketball Half Court* | \$13,500 | Out |

Parks Officer Comments and Recommendations:

* The request for funding for the installation of a basketball half court is not recommended for allocation of funding because Hindmarsh Green is not a suitable location. Half courts generate a lot of noise and it is intended that they should be installed in large type sports parks with significant road frontage and visibility. Hindmarsh Green is a small neighbourhood reserve with residential houses in close proximity. Corban reserve is currently un-developed with poor visibility and road frontage appropriate for a half court.

4.0 Bethells Beach/ Te Henga Community Group

| Project | Description | Preliminary Assessed Cost | Recommendation In/Out |
|-------------------------|---|---------------------------|-----------------------|
| Te Henga Reserve | Install 3 bench seats | \$2,550 | In |
| | Install Macrocarpa Picnic Table | \$1,740 | In |
| | Install 4 Stone Seats, using local stone materials and artists. | \$4,000 | In |

5.0 Oratia Residents & Ratepayers

| Project | Description | Preliminary Assessed Cost | Recommendation In/Out |
|------------------------|--|---------------------------|-----------------------|
| Nicolas Reserve | Install Macrocarpa Picnic Table | \$1,740 | In |
| | Install Seesaw with bark under surfacing in an existing playground | \$5,000 | In |

| Project | Description | Preliminary Assessed Cost | Recommendation In/Out |
|-------------------|---|---------------------------|-----------------------|
| | (playground will need extending to incorporate new equipment) | | |
| Parrs Park | Install Petanque Court* | \$5,200 | Out |

Parks Officer Comments and Recommendations:

* The installation of a petanque court is not recommended for allocation of funding because currently we have several petanque courts located around the city that are under-utilised. There is also an ongoing maintenance cost with the up-keep of the petanque areas and the cost-benefits are questionable.

6.0 Piha Community Centre Society

| Project | Description | Preliminary Assessed Cost | Recommendation In/Out |
|-------------------------|--|---------------------------|-----------------------|
| Les Waygood Park | Install concrete footpath to link from carpark to hall | \$2,000 | In |

7.0 Councillor/Community Board Member

| Project | Description | Preliminary Assessed Cost | Recommendation In/Out |
|--|-----------------------------|---------------------------|-----------------------|
| Swanson Station Park (new area) | Install drinking fountain | \$2,800 | In |
| | Install fence to stop balls | \$1,000 | In |
| | Install rubbish bin | \$1,054 | In |

Decision-making Process

In determining which projects in this report should be recommended for consideration, first the options were identified from a range of community processes including forums and submissions. Once identified, these options were assessed against relevant criteria in accordance with Section 77 of the Local Government Act 2002.

RESOURCES

The total costs of project proposals received that are recommended for funding allocation amount to \$40,819. The Waitakere Community Board allocation is \$21,000.

CONCLUSION

The Waitakere Community Board has been granted a discretionary budget of \$21,000 for parks capital development projects for allocation towards projects of \$10,000 or less. This report puts forward and evaluates projects that have been raised through the Council's consultation processes. It is recommended that the Waitakere Community Board establish the priority for projects included in this report.

It is proposed that the Community Board asks the City Development Committee to consider an alteration in the decision making framework for the Community Board Minor Park Projects that the maximum amount to be spent on any one project is increased from \$10,000 to \$20,000.

RECOMMENDATIONS

1. That the Waitakere Community Board Minor Parks Projects 2006/2007 report be received.
2. That the Waitakere Community Board determines the priority projects for expenditure of the 2006/2007 Community Board Minor Parks Projects Budget.
3. That the Waitakere Community Board recommends to the City Development Committee that consideration be given to raising the maximum amount to be spent on any one project from \$10,000 to \$20,000 and that a report on this issue be brought back to the City Development Committee.

Report prepared by: Laura Mitchell, Parks Officer.



15 BETHELL'S BEACH PUBLIC TOILET

PURPOSE OF THE REPORT

The purpose of this report is to gain the Waitakere Community Board's support for the proposed Bethell's Beach Public Toilet design and recommend to the City Development Committee that the design be adopted.

BACKGROUND

Te Henga Park/Bethell's Beach is a City-wide park and therefore jurisdiction for development on this park resides with the City Development Committee. The Waitakere Community Board Members have been involved in the progress of this project.

At the April 2006 meeting of the Waitakere Community Board the Board resolved the following:

"That the local Bethell's community be consulted on their preference for the replacement of the recently burnt out toilets."

509/2006

The community requested a new and extended block. Additional funding was sought through the Annual Plan where \$50,000 was allocated to this project.

A meeting was held between the Bethell's / Te Henga Community Group and Council on the 11 May 2006 to discuss the options available for the rebuild or replacement of the public toilet.

A concept design was developed by Council with consideration given to the available funding and existing location and size.

Council staff attended the Bethell's / Te Henga Community Group meeting on 10 August 2006 to discuss the proposed concept design. The community feedback regarding the concept design was positive and the design approved by the community group.

A mail drop was conducted on 30 August 2006 informing the Bethell's community and ratepayers of the proposed additional features of the toilet block. The mail drop also invited the community to attend a drop-in workshop on 9 September to discuss the designs further. The mail drop also included a submission form for comments and feedback and informed the community of the Waitakere Community Board meeting to consider this project.

Four submissions were received by post and all were positive about the concept design. All submissions incorporated suggestions around more durable materials and small changes involving seating.

A public drop-in workshop was held on 9 September 2006 at Bethell's Beach to view and discuss the proposed toilet design. All feedback from the attendees was very positive and they were mostly concerned about the timing of the project.

STRATEGIC CONTEXT

This project contributes to Council's Urban and Rural Villages Platform where the objective is to:

- Enhance quality of public spaces in rural villages.

The 2005 Draft Parks and Open Space Strategy requires that toilets should be provided at destination type parks and open spaces where people have travelled some distance and do not have access to any other toilet facilities.

ISSUES

A65-A66

The concept design as shown at pages A65 to A66 includes extending the current footprint of the toilet block to provide the following additional facilities:

- Two additional female pans;
- One additional male urinal;
- Seating/changing area;
- All abilities unisex accessible toilet;
- An outdoor shower.

A suggestion from a member of the community at the 10 August 2006 meeting was to have a curved roof that mimicked the shape of waves. The curved roof design has been included in the toilet design and will provide ample light and ventilation, which was an issue raised by the community.

Iwi consultation is currently underway and all feedback will be reported to the Board at the meeting in addition to this report.

Council is considering the use of tilt slab concrete for the walls of the toilet building. Tilt slab concrete is durable and would minimise vandalism by reducing the possibility of another fire.

The proposed colours for the external walls are grey to blend with the surrounding sand dunes and the roof is green to blend with the surrounding native vegetation. This will enable the toilet block to have the least visual impact both from the carpark and overlooking properties. There are opportunities for a second stage to be developed for local artists to enhance the appearance of the block with possible mural or art pieces on the blank walls.

The final decision of the City Development Committee on the Bethell's Beach public toilet concept design will be communicated back to the Bethell's / Te Henga Community Group and affected residents.

Following the decision of City Development Committee, the proposed concept design will then progress into detailed design to obtain building consent.

It is intended that physical works will be completed as soon as possible so that a proper facility is available for summer. Any further feedback obtained will be provided the Board at the meeting.

Decision-making Process

Options were identified for the design of the Bethell's Beach Public Toilet in consultation with the Community. These options have been assessed against relevant criteria in accordance with Section 77 of the Local Government Act 2002.

RESOURCES

Funding of \$72,631 is currently committed to this project. \$50,000 has been allocated through the 2006/2007 Annual Plan and \$22,631 has been provided through an insurance rebate. An estimated cost of the construction of this design using tilt slabs is \$95,000. The additional funding required will be supplemented through the Parks Building Renewal Budget.

CONCLUSION

The concept design has incorporated the feedback from the local community. The Bethell's Beach public toilet block has been designed to cater for the current and future needs of visitors to Bethell's Beach by extending the block to provide additional facilities.

Te Henga Park/Bethell's Beach is a City-wide park and therefore jurisdiction for development on this park resides with the City Development Committee.

RECOMMENDATIONS

1. That the Bethell's Beach Public Toilet report be received.
2. That the Waitakere Community Board support the proposed design for the Bethell's Beach Public Toilet and recommend to the City Development Committee that the design be adopted.

Report prepared by: Tracey Hamilton, Parks Project Development Officer.



16 CLAUDE ABEL POND LILY REMOVAL

PURPOSE OF THE REPORT

The purpose of this report is to update the Waitakere Community Board regarding the method for the removal of invasive lilies from the pond in Claude Abel Reserve, Piha. The purpose is also to gain the support of the Waitakere Community Board for the mechanical removal using a barge and excavator and recommend this method of removal to the City Development Committee.

BACKGROUND

Claude Abel Scenic Reserve is a City-wide park and therefore jurisdiction for development on this park resides with the City Development Committee. Claude Abel Scenic Reserve on Garden Road, Piha is classified as a Scenic Reserve under the Reserves Act 1977. This is one of the highest classifications for ecological values.

The reserve has the following significant values:

- Ecological values as part of the Eco-City Green Network;
- Cultural values attributed to the location and history of the reserve;
- Recreational values, providing opportunities for passive recreation on a City-wide scale.

The pond at Claude Abel Scenic Reserve is the only large body of fresh water present at Piha and contributes significantly to the history of the area. An invasive species of lily has steadily been reducing the area of open water. The Piha Reserves Management Plan identifies the need for the lilies to be maintained regularly by manual control.

In March 2004 a petition was presented to the Waitakere Community Board regarding the management of the pond at Claude Abel Scenic Reserve. Local residents were concerned about the loss of open water habitat and requested that Council take measures to retain the 'open water' habitat of the pond.

A67-A99

In May 2004, Council engaged Wildland Consultants Limited to investigate options and associated costs for the long term management of the pond. A copy of the report is supplied at pages A67 to A99. The report presented an investigation of management options including no control, hand clearance, herbicide treatment and mechanical clearance. Hand clearance is not an option at present due to significant health and safety concerns. Herbicide treatment is not an option due to the environmental risk as there is potential for significant environmental damage to be caused to existing native wetland species and aged pohutukawa trees. Mechanical removal is the preferred option because it presents the lowest risk to the environment and reduces ongoing future maintenance.

The report from Wildland Consultants was distributed to the Waitakere Community Board, Piha library, Piha Residents and Ratepayers and the organiser of the petition. It was also distributed to members of the community upon request.

In September 2004 Council engaged Techscape Limited to conduct a trial of removing lilies manually. Although the current Piha Reserves Management Plan allows for hand control of the lilies, the trial was unsuccessful due to the hazardous nature of the works. Hand removal is not an option for the large scale clearance necessary at present. Hand removal is possible for small scale maintenance after initial control.

STRATEGIC CONTEXT

Waitakere City Council's "Green Network" platform provides the strategic context for this report. The platform is about caring for natural areas. The city's parks, bush and streams form a "Green Network" that provides homes and "highways" for wildlife and recreational areas for people. Protection of landscapes, native plants, wildlife and ecosystems is encouraged, while providing friendly green areas throughout the city.

ISSUES

The unsuccessful hand removal trial has identified that there are only two viable, sustainable and safe options for the removal of the lilies which is through mechanical removal only. If no action is taken to control the invasive lilies they will continue their encroachment in the pond.

Options – Mechanical Removal

A summary of mechanical removal options, their costs and the advantages and disadvantages of both options are set out below:

| Option | Advantages | Disadvantages | Costs |
|--|--|--|--|
| 1 Mechanical Removal using a Long Reach Excavator | <p>Able to use a local resident's property (3-5 North Piha Road) for the disposal of initial material.</p> <p>Will remove root structures and prevent the lilies from re-establishing.</p> | <p>Requires native pohutukawa to be removed from the foreshore</p> <p>Limited access means that only 50% of job could be completed.</p> <p>Temporary disturbance to pond.</p> <p>Impacts on residents during works.</p> <p>Required notified consents.</p> <p>Temporary disruption to access and amenity of reserve.</p> | <p>Consents (WCC and ARC) \$8,000</p> <p>Machine \$25,460</p> <p>Disposal-Cartage \$25,000</p> |
| 2 Mechanical Removal using a Barge and Excavator | <p>Able to use a local resident's property (3-5 North Piha Road) for the disposal of initial material.</p> <p>No damage to native trees or foreshore.</p> <p>Will remove root structures and prevent the lilies from re-establishing.</p> <p>Total cleaning of area.</p> | <p>Temporary disturbance to pond.</p> <p>Impacts on residents during works.</p> <p>Required notified consents.</p> <p>Temporary disruption to access and amenity of reserve.</p> | <p>Consents (WCC and ARC) \$8,000</p> <p>Machine \$46,860</p> <p>Disposal-Cartage \$25,000</p> |

During April 2006, a local resident has offered their property for the disposal of the organic lily material excavated from the pond at Claude Abel Reserve (this is one off and would not include disposal of removed material during maintenance works). Due to the reduced distance for the cartage of the organic material and the offer for free disposal at the resident's property the costs for cartage and tipping has been reduced.

It is proposed the preferred removal process of the lilies at Claude Abel Reserve is through mechanical removal using a barge and excavator (Option 2) this option will provide number of benefits:

- Removal of silt and root structures which will reduce the opportunity for the lilies to re-establish;
- Reduced future maintenance;
- Less impact on nearby native vegetation;
- Will not damage nearby native pohutukawa trees;
- Allow for total cleaning of the area.

It is proposed the mechanical removal of lilies from the pond will be best conducted using an excavator mounted on a barge. The expected area of lilies to be removed will be 2500m². The removed organic material will then be de-watered onsite. After de-watering has occurred the material will be transported to the local resident's property where the land owner has given consent for the use of his property for the disposal of the material.

Future Maintenance

After initial mechanical control, ongoing future maintenance is required to ensure that the invasive lilies are controlled to prevent the loss of open water due to encroachment. It is proposed that maintenance be carried out by hand removal using a small dinghy at least twice a year. It is estimated that this would cost \$2,500 per visit which allows for removal costs, cartage and tipping. This annual cost of \$5,000 per year is in Parks maintenance budgets in 2007/2008.

The final decision of the City Development Committee on the method of removal of the lilies will be communicated back to the Piha Residents and Ratepayers Association and affected residents.

Following the approval on the method of removal by the City Development Committee, the process will then involve gaining resource consents for removal, transportation and disposal of the organic lily material from the pond in Claude Able Scenic Reserve.

Decision-making Process

Options were identified for the Claude Abel Pond lily removal in consultation with the community. These options have been assessed against relevant criteria in accordance with Section 77 of the Local Government Act 2002. Option 2 provides the best cost-benefit analysis.

RESOURCES

Funding of \$25,000 has been allocated through the 2006/2007 Annual Plan to obtain consent for the removal of lilies in the pond at Claude Abel Reserve.

Obtaining consent will involve:

- Site reports and investigations;
- Specialist ecological report;
- Specialist arborist report;
- Community consultation;
- Preparation of consent documentation;
- Application meetings with both Auckland Regional Council and Waitakere City Council.

It is proposed to carry out the physical works in 2007/2008 and \$120,000 is included in the Long Term Council Community Plan.

CONCLUSION

Claude Abel Scenic Reserve is a City-wide park and therefore jurisdiction for development on this park resides with the City Development Committee.

It is proposed that the mechanical removal of lilies at Claude Abel Reserve is carried out using an excavator on a barge. Mechanical removal of the lilies using an excavator on a barge offers the advantage of reduced ongoing future maintenance and less impact on nearby native vegetation. Excavating the lilies will remove a significant amount of silt and root structures which will reduce the opportunity for the lilies to re-establish.

This method of lily removal will not damage nearby native pohutukawa trees on the eastern side of the pond or the foreshore and allow for total cleaning of the area.

RECOMMENDATIONS

1. That the Claude Abel Pond Lily Removal report be received.
2. That the Waitakere Community Board recommend to the City Development Committee the mechanical removal using a barge and excavator as the preferred method for removal of the lilies from the pond in Claude Abel Reserve.

Report prepared by: Tracey Hamilton, Parks Project Development Officer.



17 **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 Diane Goodley |
| Waitakere Citizen Advice Bureau | Diane Goodley |
| Keep Waitakere Beautiful | Christine Shepherd Sharon Davies (alternate) |
| Huia/Cornwallis Local Water Agenda Steering Group | Robin Taylor Diane Goodley |
| McLaren Park Community Project Steering Group | Diane Goodley |
| Piha/Karekare Local Water Agenda Steering Group | Kubi Witten-Hannah Robin Taylor |
| The Weedfree Waitakere Trust | Diane Goodley |
| West Coast Plan Liaison Group | Monique Davis |
| Council/Police Liaison Group | Kubi Witten-Hannah |
| COUNCIL COMMITTEES | |
| Community Sport Fund Allocation Subcommittee | Monique Davis Diane Goodley |
| Hearings Committee | Robin Taylor Kubi Witten-Hannah |
| Kay Road Balefill Site Management Committee | Sharon Davies |
| Street Events Subcommittee | Monique Davis |

