

NOTICE OF MEETING

WAITAKERE COMMUNITY BOARD

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

DATE: Tuesday, 1 July 2008 **TIME:** 7.00 pm

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

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

26 June 2008

pp



Judith Moore
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8950

MEMBERSHIP:

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

(Quorum 4 members)

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

**AGENDA FOR A MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE
HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD,
HENDERSON, WAITAKERE, ON TUESDAY, 1 JULY 2008,
COMMENCING AT 7.00 PM**

TABLE OF CONTENTS

<u>ITEM</u>		<u>PAGE NO.</u>
1	APOLOGIES	1
2	CONFIRMATION OF MINUTES	1
3	URGENT BUSINESS	1
4	CONFLICTS OF INTEREST	1
5	PRESENTATION ON KEEP WAITAKERE BEAUTIFUL TRUST NEAT STREET PROJECT	2
6	PUBLIC FORUM	2
7	CHAIRMAN'S REPORT	2
8	BOARD MEMBERS' REPORTS	3
9	COMMITTEE SECRETARY'S REPORT	4
10	TEMPORARY RELOCATION OF THE PIHA POST OFFICE TO PIHA DOMAIN	8

AGENDA FOR A MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 1 JULY 2008, COMMENCING AT 7.00 PM

1 APOLOGIES



2 CONFIRMATION OF MINUTES

Meeting Minutes - 3 June 2008

RECOMMENDATION

It is recommended that the Waitakere Community Board resolve to:

Receive the minutes of the meeting of the Waitakere Community Board held on Tuesday, 3 June 2008, as circulated and that they be taken as read and now be confirmed.



3 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

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

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

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



4 CONFLICTS OF INTEREST

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



5 **PRESENTATION ON KEEP WAITAKERE BEAUTIFUL TRUST NEAT STREET PROJECT**

Kevin Healy, Programme Manager, Keep Waitakere Beautiful Trust will be doing a presentation to the Waitakere Community Board on 'Neat Street', plus brief updates on Community Street Tree Planting, and Operation Spring Clean 2008.



6 **PUBLIC FORUM**

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

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

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



7 **CHAIRMAN'S REPORT**

RECOMMENDATION

It is recommended that the Waitakere Community Board resolve to:

Receive the Chairman's Report for July 2008.

Report

1. The celebration of the passage of the Heritage Act was an early highlight of this month. It was a very well attended event which acknowledged the contribution of some of those who had fought long and hard for it. Our thanks to Lynne Pillay who guided it through the House, the Labour, Green and Maori Parties and Taito Philip Field who supported it.
2. I would like to thank our Mayor, Bob Harvey, for his intervention on the issue of road repairs. It is good to see some real progress being made and some better strategies going forward. Thanks to Tony Miguel and John Dragecivich for their help in this. With both Waitakere City and the ARC developing visitor strategies it is vital that our roads are kept safe. It is just luck that the heavy vehicle accidents we have seen in recent years have not involved passenger vehicles.
3. I chaired a meeting of Oratia residents who are concerned about aspects of the establishment of a Timata Hou residential facility in Shaw Road. The community generally does not oppose the facility but they are asking that it be a good neighbour and adopt procedures that will ensure the safety of the community.

The meeting was held in the small hall at Oratia. The two halls are looking fantastic and a real tribute to the Oratia Ratepayers and Residents Association.

4. The Henderson Valley Residents Association came up with a winning concept by holding a community day at Carey Park. The Carey Park management supported the concept and it was good to get an opportunity to have a look around a place I first visited as a boy cub more than 40 years ago. There were items for sale, informative displays, and opportunities to participate in various outdoor activities including riparian tree planting. Sporadic rain didn't dampen enthusiasm and it was a great community get together. It was good to see Project Twin Streams there, but a bit disappointing to hear that the project will stop at Candia Road.
5. Much of my attention this month has been focused on the Annual Plan and battling to get a fair deal for our ward. I do not take issue with the Council desire to hold rate increases to a minimum, or the wonderful redevelopment projects in Henderson and elsewhere. But perhaps a brief slow down in some of these worthy projects might allow for essential services to be provided in Waitakere Ward. It is difficult to explain this to people paying in excess of \$2000 in rates, who have no library or footpath, or in some cases, seal on their road.
6. Library services are just one of the areas where we largely depend on volunteers. These include firefighting, lifesaving and running our community halls. The Western Leader and Aucklander do not reach far into our ward and our communities depend on local newsletters put together by volunteers. We have Land Care, Coast Care, Ark in the Park and others looking after our environment. These are just a few of the many volunteer groups we have, so it is great that by the time you read this the Unsung Hero Awards will have marked the contribution of some of these volunteers. Thank you, Christine, for your work setting this up and for your ongoing battle to get a better deal from the Community Wellbeing fund for the many volunteer groups who depend on this funding.

KJP Witten-Hannah, JP

CHAIRMAN



8 **BOARD MEMBERS' REPORTS**

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

WAITAKERE COMMUNITY BOARD APPOINTMENTS

OUTSIDE ORGANISATIONS	APPOINTMENT
Auckland Region and Far North Community Board Association Executive Committee	Christine Shepherd
City Safety Action Group	Evan Taylor Linda Davies (alternate)
Huia/Cornwallis Local Water Agenda Steering Group	Linda Davies
Keep Waitakere Beautiful	Christine Shepherd Elizabeth Francke (alternate)

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







9 COMMITTEE SECRETARY'S REPORT

RECOMMENDATION

It is recommended that the Waitakere Community Board resolve to:

Receive the Committee Secretary's Report for the Waitakere Community Board dated 1 July 2008.

	Issue	Comments	Reporting Council Officer
1.	Footpath Priority Maintenance List Waitakere Community Board 6 November 2007 Resolution No. 3726/2007	A workshop with the Councillors is to be organised with a view to identify the footpath maintenance priorities. The workshop will address the communities' dissatisfaction with the current maintenance practices together with the budget requirement to clear the backlogs in maintenance and renewals of footpaths. The footpath maintenance and renewals priority list will be finalised in this workshop and will be reported to the Waitakere Community Board.	Canute Chandrakumaran ☎ 836 8000 Ext: 8716
2.	Armour Bay Grazing Land Proposal – Result of Consultation 2008 Infrastructure and Works Committee	In January 2008, Parau residents were consulted on a proposal to lease part of Armour Bay, Parau for grazing purposes. The results of this consultation were reported to the Infrastructure and	Margaret Groot ☎ 836 8000 Ext: 8776

	Issue	Comments	Reporting Council Officer
	5 June 2008 875/2008	Works Committee at its meeting on 4 June 2008 where it was resolved: <i>“The Infrastructure and Works Committee resolved to:</i> 1. Receive the Armour Bay Grazing Proposal Result of Consultation 2008 report. 2. Approve that the land known as Armour Bay Reserve, Armour Road, Parau not be made available for grazing purposes and that no lease be granted on said land. 3. Agree that the Waitakere Community Board be notified that no grazing is to be permitted on land known as Armour Bay Reserve, Armour Road, Parau.” 875/2008	
3.	Claude Abel Pond Reserve, Piha – Lily Removal Officer’s Report	This project was successfully completed in May 2008. Annual maintenance will ensure that the lilies do not become re-established.	Tracey Hamilton  836 8000 Ext: 8969
4.	Waitakere Township Public Toilet Officer’s Report	This project was successfully completed in June 2008.	Ian Lamont  836 8000 Ext: 8303
5.	Karekare Toilets and Wastewater System Upgrade Officer’s Report	Contracts have been awarded and a pre-start meeting was held on site in May 2008 with both contractors involved with the project. The construction works on the Karekare toilets and the upgrade of the wastewater system were scheduled to commence at the beginning of June 2008 but were delayed due to maintenance works on the Lone Kauri Road bridge. Work commences on 1 July 2008 and is scheduled to be completed by September 2008. The existing toilet and the visitor car park will remain open during construction.	Andreas Lilley  836 8000 Ext: 8553
6.	Swanson Station Public Toilets Officer’s Report	The construction of the toilets commenced in May and is scheduled to be completed by early July 2008.	Ian Lamont  836 8000 Ext: 8303

	Issue	Comments	Reporting Council Officer
7.	Piha Domain Footbridge Officer's Report	The construction of the footbridge commenced in May and is scheduled to be completed in August 2008.	Katharine Slack ☎ 836 8000 Ext: 8779
8.	Kitewaho Reserve / Weed Control and Planting Officer's Report	This project has been successfully completed in June 2008.	Helen Biffin ☎ 836 8000 Ext: 8758
9.	Community Board Minor Park Projects 2007/2008 Officer's Report	<p>Parrs Park – Seats This project was successfully completed in June 2008.</p> <p>Swanson Oaks – Community Notice Board This project was successfully completed in June 2008.</p> <p>Sturges West Community House – Landscaping This project was successfully completed in June 2008.</p> <p>McLaren Park – Community Notice Board This project was successfully completed in June 2008.</p>	Katharine Slack ☎ 836 8000 Ext: 8779
10.	Community Board Minor Parks Projects 2008/2009 Officer's Report	<p>Letters were sent out in June 2008 to residents and ratepayers groups, community groups and sports clubs. The closing date for submissions for the 2008/2009 Community Board Minor Parks Projects is Friday, 18 July 2008.</p> <p>A report will be presented to all four Waitakere Community Boards in September 2008.</p>	Sarah Natac ☎ 836 8000 Ext: 8561
11.	Possum and Rat Control Programme Officer's Report	<p>Possum and rat control has been undertaken at Henderson Valley and Swanson Scenic Reserves and Kaurimu and Warner Park Reserves during April and May 2008.</p> <p>Possum control will also be undertaken at the Kay Road Balefill, Waitakere Quarry and Henderson Valley Green.</p> <p>Trapping is the preferred method to control these animal pests.</p> <p>Final catch numbers:</p> <ul style="list-style-type: none"> • Henderson Valley Scenic Reserve: 22 possums and 27 rats; 	Helen Biffin ☎ 836 8000 Ext: 8758

	Issue	Comments	Reporting Council Officer
		<ul style="list-style-type: none"> Swanson Scenic Reserve: 36 possums and 56 rats; Kaurimu Reserve: 4 possums and 5 rats; Warner Park Reserve: 7 possums and 13 rats. 	
12.	Re-vegetation Programme for 2008 Officer's Report	Weed control and native re-vegetation planting will be carried out on the roadside berm at the corner of Seaview and Beach Valley Roads, Piha in order to enhance the small area of native bush and reduce weeds in that area. There will be no planting on the road corner in order to maintain driver visibility at this junction. Weed control and planting at this site will continue during July 2008.	Helen Biffin ☎ 836 8000 Ext: 8758
13.	Titirangi War Memorial Car Park Upgrade Officer's Report	<p>The northern part of the car park at the Titirangi War Memorial adjacent to the kindergarten is being upgraded in 2008/2009 as part of Council's ongoing car park renewal programme.</p> <p>The car park will be resealed, along with minor kerb and channel repairs and line marking.</p> <p>Detail designs are currently being developed and physical works are scheduled to commence in October 2008 and be completed by November 2008.</p>	Andreas Lilley ☎ 836 8000 Ext: 8553
14.	Te Henga Park – Under Grounding of Power Supply Officer's Report	The under grounding of two power poles and sections of line is scheduled to be completed by the end of June 2008. The location of the under-grounding is between the main Bethells Beach power line and the pole supplying power to the mobile café.	Katharine Slack ☎ 836 8000 Ext: 8779

REPORTS PENDING			
Subject	Date Requested	Report Due	Reporting Officer
Project Twin Streams Four Monthly Report	August 2005 Resolution No. 1468/2005 Last updated 5 February 2007	2 September 2008	Tony Miguel ☎ 836 8000 Ext: 8294
Parking in Titirangi Township	3 June 2008 Resolution No. 894/2008	4 November 2008	Jane Harris ☎ 836 8000 Ext: 8287

REPORTS PENDING			
Subject	Date Requested	Report Due	Reporting Officer
Footpath Maintenance Priority List	6 November 2007 Resolution No. 3726/2007	2 September 2008	Canute Chandrakumaran ☎ 836 8000 Ext: 8716
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

Report prepared by: Judith Moore, Committee Secretary.



10 TEMPORARY RELOCATION OF THE PIHA POST OFFICE TO PIHA DOMAIN

GLOSSARY

Piha Domain Camping Ground (the campground)
Piha Residents and Ratepayers Association (the association)

EXECUTIVE SUMMARY

The purpose of this report is to seek support from the Waitakere Community Board to temporarily relocate the Piha Post Office from private land onto Piha Domain, within the leased area of the Piha Domain Camping Ground (the campground).

RECOMMENDATIONS

It is recommended that the Waitakere Community Board resolve to:

1. **Receive** the Temporary Location of the Piha Post Office to Piha Domain report.
2. **Approve** that the Waitakere Community Board recommend to the Infrastructure and Works Committee that approval be granted for the temporary relocation of the Piha Post Office to a relocatable cabin on Piha Domain within the leased area of the Piha Domain Camping Ground, for a period of one year, with a right of review at the end of that period.

BACKGROUND

1. The Piha Residents and Ratepayers Association (the association) operates the Piha Post Office. The post office is run by the association as a not for profit community service and is one of only a few community-run postal services left in New Zealand.
2. The postal service is currently operated out of a building located on privately owned land. The association is unable to continue to operate the postal service out of the current location and is seeking to temporarily relocate the service to Piha Domain, within the leased area of the campground, until a permanent solution can be found by the association.
3. The campground, comprising of approximately 2.5 hectares of Piha Domain is currently leased to Fiona Anderson and Robert Anderson (the tenant). The term of the lease is 10 years, with the next renewal date being 10 April 2010.

DECISION MAKING

Issues

Proposal

4. The association proposes to temporarily relocate the postal service to a relocatable cabin within the campground. The postal service will continue to run at the status quo; six hours a week from 10:00am to 12:00pm on Tuesdays, Thursday and Saturdays. Post office boxes will be located on the outside of the cabin.
5. The cabin will be similar to those already located in the campground. It will be less than 10m² and of a temporary nature. No resource or building consents will be required. The location of the cabin is to be approved by Council officers in collaboration with the association and the tenant.

Campground Lease

6. A letter has been received by the tenant stating their support for the above proposal.
7. Clause 14.5 of the lease states:

“The Tenant shall have the right to place up to six relocatable cabins without toilets on the property at the Tenant’s own expense provided that the Tenant shall obtain the Landlord’s written consent to the design and the placement of the cabins on the property.”

8. On 4 November 2003, the Waitakere Community Board made the following resolution:

“That the installation of six cabins at Piha Domain be approved.”

4015/2003

As per section 44(2) of the Reserves Act 1977, the Department of Conservation has approved the placement of six relocatable cabins. The tenant currently has four relocatable cabins on the property, giving provision for an additional two cabins to be placed on the property.

9. Clause 7.2(g) of the lease states:
“in the case of a sublease that the sublease not be assigned or the area be further sublet without the prior written consent of the landlord...”
10. Council officers will send a letter to the tenant requesting written confirmation between the tenant and the association as to the arrangements of the use of a cabin for the postal service to be placed on their tenancy file.

Term

11. It is proposed that a term of one year be granted to the tenant to sublease a cabin on Piha Domain to the association for the purposes of operating the community postal service, with right of review at the end of the period.

Piha Reserves Management Plan

12. The Piha Reserves Management Plan recognises that Piha Domain is seen as a key focus area for community facilities for the residents of Piha therefore the temporary relocation of the postal service into a cabin in the campground would not contravene the plan.

STRATEGIC CONTEXT

13. Council has adopted the platforms of 'Strong Communities' which addresses how the Council supports community identification and increased resourcing and support of community efforts.
14. The platform of 'Urban and Rural Villages' also provides context to this report through its support of provision of resources for community led initiatives and infrastructure to reduce travel.

CONSULTATION

15. This proposal has the approval of Council officers, the association and the tenant.

RESOURCES

16. The only Council resources required would be staff time.

IMPLEMENTATION ISSUES

17. There are no implementation issues relating to the recommendations.

Report prepared by: Sarah Natac, Customer Liaison Officer, Parks and Open Space.

