

InternetNZ Community Projects Funding Round Proposal

Forms should be emailed to campbell@internetnz.net.nz.

I. Contact Information

Applicant name: Digital Porirua Trust

Primary Project Contact:

First name: Tim

Last name: Davies-Colley

Organisation (if any): Digital Porirua Trust

2. Project Description

Project title: Cannons Creek Free Wireless Community

Start & end dates: 31-10-11 to 31-11-12

3. How Funding Will be Spent

Project - Cannons Creek Free Wireless Community

This project will create a free UFB wireless community in one of the poorest communities in NZ. Digital Porirua Trust want to install a number of wireless transceivers to create a wireless UFB community in Cannons Creek. We will work with the Porirua City Council and Smart Linx3 to make this service free to the Cannons Creek community. The Trust will install wireless transceivers on the back of the Porirua City Council and Smart Linx3 fibre infrastructure build through Cannons Creek to connect with Porirua City Council assets.

The funding will be used to install low cost wireless infrastructure on top of existing fibre-optic infrastructure. Specifically on physical aerial poles, actual aerials and data connections from the aerial pole to the switchroom. The money will not be spent on the underlying switch/router infrastructure.

4. Costing Breakdown

- 9 Schools – 3 sector aerial structure at each location.
- Approximate cost per location, \$2,300.
 - Physical aerial pole and wiring, \$500 (inc labour),
 - 3 x radios - \$800,
 - router-\$200,
 - power unit - \$400,
 - cabling, documentation - \$200,
 - incidentals and contingency - 10% (\$200)

Digital Porirua Trust

Total 9 locations = \$20,700.

5. Specific Deliverables and Outputs

- 9 aerals in place, connected and operational in six months
- 300 homes connected within 12 months,
- 500 homes connected within 18 months
- Support from local community management/support office.

6. Project Process and Methodologies

The Trust's Principal Participant has a comprehensive internal project management process that encompasses the day-to-day management of complex projects fully integrating our quality assurance and risk management processes throughout the life-cycle of the project.

Review tasks will be built into our project plans to ensure that at key milestones the project maintains alignment with user requirements and that all outputs are fit-for-purpose.

The Trust will implement regular project reporting with its Principal Participant, the content of these reports will focus on:

- Overall Project Performance;
 - Project Task Tracking Performance
 - Project Timeline Tracking Performance
 - Project Financial Tracking Performance
- Project Risk Management
 - Risk Identification
 - Risk Remediation Strategy
 - Risk Remediation Tracking
- Project Issues
 - Issue Identification
 - Issue Remediation Strategy
 - Issue Remediation Tracking

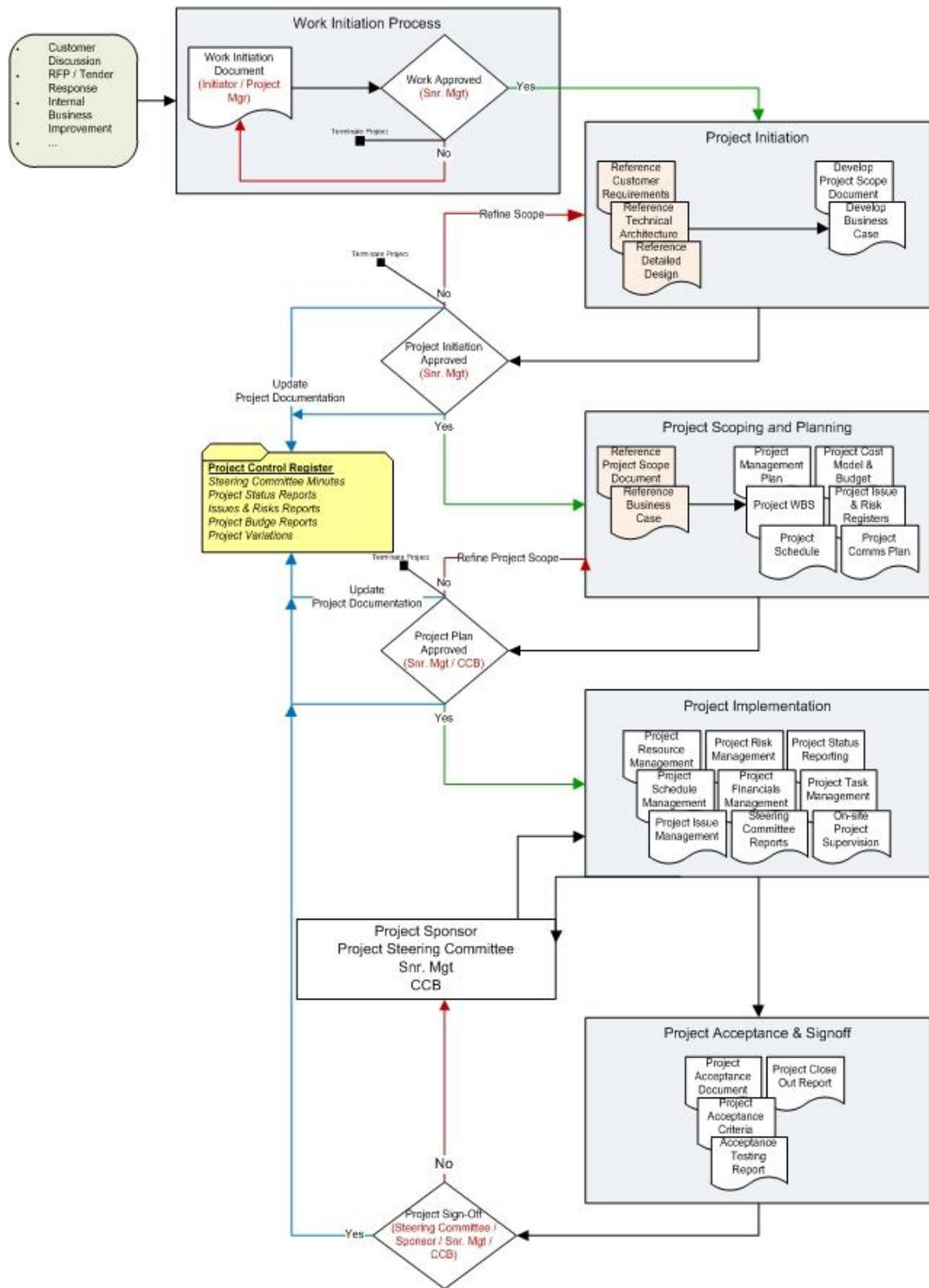


Figure 1 Digital Porirua Trust Project Management Process

Hardware Provisioning Methodology

The Trust and its Principal Participants maintain a number of strategic supplier relationships with key hardware manufacturers and New Zealand suppliers. These arrangements will allow the Trust to procure hardware and software at competitive price points and achieve efficiency in outcome for any monies expended.

Service Delivery Methodology

The Trust's Principal Participant bases its service delivery methodology upon the Information Technology Infrastructure Library (ITIL) framework. Service Level Management is the overall health check for systems and services provided. SLM is measured against defined service level requirements for systems performance, availability, reliability and service provisioning performance (response time, service restitution time).

The Trust's Principal Participant uses the agreed service level requirements of customers (systems performance, availability, reliability and service support performance) to develop Service Level Agreements (SLAs) that map to customers real world needs to ensure continuity of service.

Change Control Methodology

All changes whether they be project management related (changes to scope, timelines, project budget, and resource allocation), technical design related (changes to design parameters, configuration settings, and equipment) or build / implementation related (changes to the physical build programme, equipment specifications and configurations) will be managed through the Trust's Principal Participant's change management process. It is proposed to integrate the Trust's internal Change Management Procedures with its Principal Participant's internal Change and release Management processes.

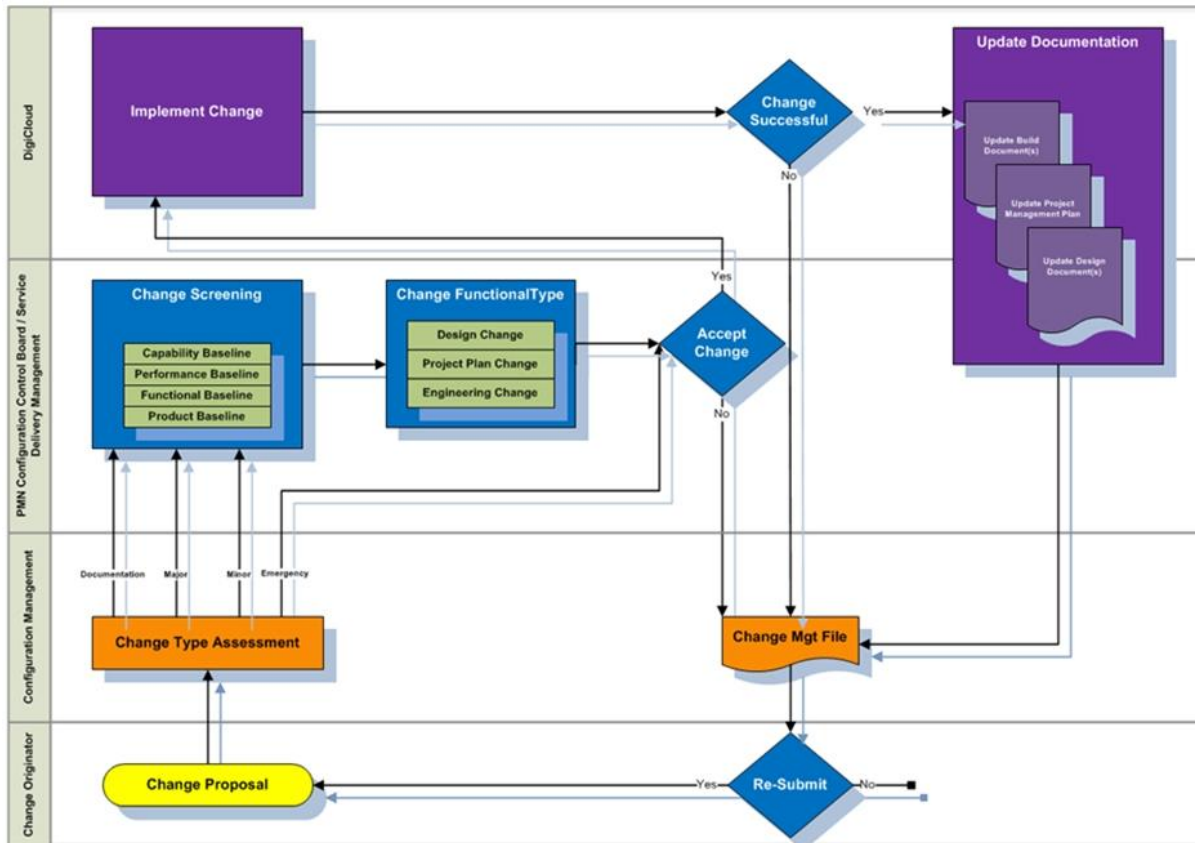


Figure 2 Digital Porirua Trust Change Management Process

The Trust envisages regular Change / Configuration Control meetings with its Principal Participant and other strategic services providers to ensure that any proposed system changes and modifications with the Wireless Community environment are socialised across technology platforms to reduce conflicts between systems and minimise disruptions to services.

Quality Assurance Methodology

The Trust will adopt the Shewhart Cycle to manage quality assurance. This process was developed by Dr. W. Edwards Deming and consists of four steps:

- Plan;
- Do;
- Study; and
- Act.

These steps are commonly abbreviated as PDSA. The Trust will use PDSA to analyse the conditions and methods used by its Principal Participant to provide the products and services required for the project. The goal is to ensure that excellence is inherent in every component of the process.

The Trust believes that an Effective Quality assurance programme demands a high degree of detail to be fully implemented at every step of the process to plan, design and implement ICT services for target community. “Study steps” will be incorporated into our project and

implementation plans to review outputs and outcomes to ensure that they remain aligned to the original project scope and satisfy end user requirements and expectations.

The Trust's Principal Participant has access to certified Quality Management practitioner expertise through its association with Netcentric Ltd. In addition, Smartlinx3 Ltd's Managing Director holds US Federal Government Advanced Management Masters level certification from the Information Resources Management College Washington DC USA, and has undertaken Baldrige National Quality Program examiner level training for organisational assessments.

7. Background Information on Your Projects Principal Participants

Digital Porirua Trust - Background

The Digital Strategy was developed and shaped by the Digital Porirua Trust. The Trust, convened by Porirua City Council, was made up of people drawn from all sectors of the city. It was established in response to the evident disparities between the various socio-economic groups' inclusion in an increasingly digital society, one where non inclusion is becoming a social and economic barrier.

This Strategy sets out the structures, principles, strategic goals and tactics that we will be using to tackle those challenges and to ensure that 'everyone can do ICT'. This approach reflects and expands on the Government's 'Digital Strategy: Creating Our Digital Future'. The Digital Porirua Trust believe that the well planned and implemented use of ICT can increase productivity in our businesses, help build social cohesion, enable cross sector collaboration and help to realise the aspirations of our citizens. The overall vision of the Digital Porirua Trust is: "Porirua is a city of well connected communities where taking part in new technologies is easy and happening"

Smart Linx3 - Background

Smart Linx3 are a local fibre company for the three cities of Porirua, Upper Hutt and Lower Hutt. It has recently gained significant investment from Totoro Waea and is now being managed by Datalight and specifically by Roger MacDonald and Roger DeSalis. Both Roger MacDonald and Roger DeSalis have considerable experience in the telecommunications industry.

8. The Name and Contact Details of two Referees.

Referee 1

Anthony Royal - Tupu Associates

PO Box 57-186 Mana

Cell: 021431848

antony@tupu.co.nz

Digital Porirua Trust

Relationship: Torotoro Waea Limited Partnership Technical advisor & Customer acting on behalf of Te Wananga o Raukawa with respect to wireless and fibre network deliverables.

Referee 2

Kevin Robinson - CEO Te Runanga o Te Rarawa
16 Mathews Avenue
PO Box 361
Kaitaia
Cell: 027 4865899
kevin@terarawa.co.nz

Relationship: 2009 - 2011: ICT Enterprise Architecture Consultancy, 2009 - 2011: ICT Infrastructure Consultancy and Design, 2011: ICT Infrastructure Refresh, 2010 - 2011: Project Management

9. Relationship with InternetNZ

Does the applicant(s) have any existing relationship with InternetNZ or any conflicts of interest? If yes, please provide details: No

Please email your form to campbell@internetnz.net.nz . For questions contact:
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