



**AGENDA FOR AN ORDINARY MEETING OF THE NEW LYNN COMMUNITY BOARD  
TO BE HELD IN THE NEW LYNN COMMUNITY CENTRE, 45 TOTARA AVENUE,  
NEW LYNN, WAITAKERE CITY, ON MONDAY, 8 APRIL 2002,  
COMMENCING AT 7.30 PM.**

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**1 APOLOGIES**



**2 CONFIRMATION OF MINUTES**

Ordinary - Monday, 4 February 2002

**RECOMMENDATION**

That the minutes of the Ordinary Meeting of the New Lynn Community Board held on Monday, 4 February 2002, as circulated, be taken as read and now be confirmed.



**3 URGENT BUSINESS**

Section 46A(7) and (7A) of the Local Government Official Information Act 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 item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Committee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

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



#### 4 PRESENTATION - FRIENDS OF THE WHAU

Doug Craig, Convenor, Friends of the Whau will make a presentation to the New Lynn Community Board on the Friends of the Whau's tasks and priorities.



#### 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 Chairperson at the beginning of the meeting; and
- (ii) the Chairperson 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.



#### 6 CHAIRPERSON'S REPORT

This is quite a long report, as it contains some material left from February 2002.

**The Year of the Horse:** On 19 February I had the pleasure of attending the Chinese New Year workshop that introduced Council to the Year of the Horse. The evening was hosted by Mayor Bob Harvey and Deputy Mayor Carolynne Stone, and organised by Councillor Annette Fenton and Massey Community Board Member, Peter Chan (who obtained the magnificent red silk lanterns), and attended by representatives of many different Asian groupings, as well as the Multi-Cultural Society. The Horse is a forward-looking and courageous creature, and his year in Waitakere City will see the beginning of a dialogue between the City and its many new cultural and ethnic groups of Asian and far-off origin. Immigrants need for jobs, investment opportunities and guidance through the unknown pathways of custom, law, and language in a culture strange to them was expressed and acknowledged. It is Council's intent to listen to their needs and facilitate solutions. This could be a long process, bound to be interesting, and absolutely necessary to make ours the richly varied, prosperous and united city we all want it to be. I was especially pleased to hear the Mayor express the hope that New Lynn can become the venue for a centre - more than a Chinatown or multi-ethnic market - where immigrants can create, use, and provide commercial, retail, professional and cultural activities for themselves and the whole city - and (most important!) find face-to-face friends and mentors who speak their language.

**Titirangi Beach:** The cliff at the western end of the beach is receding at about 0.5m per year and will eventually endanger Paturua Road. It seems that the Auckland Regional Council, whose responsibility it is, is so far refusing to act on the grounds that this is a natural process of erosion. So it is - but expert opinion suggests that it could be delayed for a long time if a barrier of rocks were put along the endangered area a metre or two in front of the cliff, with sand, soil and grass filling the gap behind it. The cost of this would be so small in comparison to shoring up the whole cliff and perhaps even restoring the road that it seems only commonsense to do it. May we have a recommendation from officers as to whether we should ask for funding in the Annual Plan?

**Residents at Crown Lynn Place:** Complaints about noise, traffic and parking are still coming from residents of the new residential development here. It seems that the factory managers are acting within their rights under the District Plan and are willing to be good neighbours as far as they can. Is there a lesson here for Council? Could more be done to make sure that people buying into units in industrial areas know what to expect? Could future resource consents for developers require them to put in air conditioning so that residents can keep their windows shut against factory noise?

**Mason Park Management:** I was impressed by the February meeting with local residents who use the park. Renee Lambert showed exemplary patience and clarity in explaining that a previous Council decision to sell some small parks had been reversed in response to popular pressure, and that the consultation process that continues through 2002 is intended to make sure that residents' wishes guide all the decision-making. It seemed to me that the mood of the meeting changed from uneasy and suspicious to quite relaxed and friendly. However, in the following days it became clear that some residents still feel that their park is threatened. I have tried to reassure, but perhaps only the outcome - a more pleasant park with a bigger playground - will convince them that their fears are groundless.

**New Lynn Community Centre Management:** Some people may think it a false economy that this important building does not have an on-site manager. We are told that the cost would be \$61,000; this is not at present budgeted in the draft Annual Plan, though it is under consideration: the Secretary's report gives an update of the decision process. Is this a candidate for a Community Board submission to the Annual Plan?

**Broken glass:** I have submitted community concerns to the Environmental Management Committee. No-one disagrees that there is too much broken glass about; Councillor Dallow enlarged on the dangers of glass bottles used as weapons. But only Central Government can legislate to control it. Attempts to get such legislation are hampered by private commercial interests and their influence as generators of GDP upon Treasury. Treasury apparently still acts on the principle that *any* commercial activity, regardless of its nature, is good. When will this philosophy change? Council, please keep lobbying!

**Tree News:** At a meeting in February with Jacki Byrd, Keep Waitakere Beautiful's Council Officer, Council arborist Roscoe Webb and Philip Hinton and Brent Daw of Techscape, we discussed species suitable as street trees and their care and maintenance, and Trees for Babies. We can look forward to improved spacing, landscaping and maintenance for Trees for Babies. It is desirable that Community board members find time to attend these festivals, where they can learn correct planting techniques and then help parents to plant their special tree. Believe me, these occasions are fun. I learned today from Andrea Johnson-Taylor of Keep Waitakere Beautiful that Auckland City and Kapiti Coast are beginning their own Trees for Babies programmes.

**Glen Eden:** I hope the workshop we held on the Glen Eden library clarified members' minds on the reasons for the choice of site, and that they have been able to reassure anxious citizens that the temporary site will be accompanied by traffic control measures to ensure safe crossing for pedestrians. I also hope that the Draft Annual Plan will reassure Glen Eden residents that their town centre is neither ignored nor neglected. Funding for the new library is locked in, and funding for various measures requested by Glen Eden residents approved in the Annual Plan draft.

**Old New Lynn Hotel:** You may have read the fire damage report on this heritage building. Aside from the fire damage, which is not very significant, the building is in such poor, not to say unsafe, condition that one has to wonder if it is worth the expense of buying, saving and maintaining it. Please let me know of any local feeling you may know of concerning this building, so that views from the Community Board can be conveyed to the Finance and Operational Performance Committee when they receive a detailed report on it this month.

**Traffic concerns:** I have been asked by the Mayor to put a letter from a Glendene resident before the Board. It discusses her serious concerns about speeding cars and dangerous driving. I suggest that we consider it when we make our Annual Plan submission on Slow Streets.

Ms Mairi Gunn and Mr Mike MacCree have asked for an update on traffic-slowing Nikau Street, Kelston. This matter has been in hand for some time and we look forward to an Officer's Report.

**Local Government New Zealand Conference:** This is to be held in Rotorua from 28 to 31 July, 2002. I was notified with no return address, but a useful(!) face pack of Rotorua mud and a promise of more information in March. It has not come yet.

I will defer a discussion of the 2003 Community Boards Conference, to be held in New Plymouth next April, until our next meeting.

**Finally:** The opportunity to hear and join Council's debates on the draft Annual Plan have been so interesting. I was impressed by the intellectual rigour and courage brought to the debate and the decisions. I am proud that the Chairperson of these meetings is also a member of Our Community Board.

I look forward to the presentation on the Draft Annual Plan to be made to this Board, and to your input into the submissions we will make on behalf of New Lynn.

#### **RECOMMENDATION**






That the Chairperson's Report be received.

Elizabeth Francke  
**CHAIRPERSON**




7 **COMMITTEE SECRETARY'S REPORT**

Issue	Comments	Reporting Council Officer
1. Harold Moody Playground	<p>The Board at its meeting held on 4 February 2002 noted that the gate would be replaced with the same type of fence as existing.</p> <p>The replacement of the gate has been completed.</p>	<p>Katharine Slack ☎ 836 8000 Ext 8779 025 824 131</p>
2. Proposed Erection of a Signage Pole on West Coast Road	<p>The proposal to erect the pole to support a banner across West Coast Road, similar to ones in Titirangi and Henderson, has raised a number of issues including the need for resource consent for the pole and for temporary signs larger than 2.88 square metres in area. Any application will need to provide information on the sizes of the proposed signs, how they will be supported, how they will be put in place (including any traffic management plans required for any work over or near the roadway), what the subject matter of the sign will be, and the wording/images to be used on the signs.</p> <p>The Transport Assets Division is now following through on any further information required for Robyn Worthington, who raised the matter, to apply for a resource consent, including any formal approvals required from the New Lynn Community Board.</p>	<p>Alan Hopkinson ☎ 836 8000 Ext 8742</p>
3. New Lynn Reserves Management Plan	<p><u>New Lynn</u></p> <p>A public workshop for the New Lynn Reserves Management Plan was held at the New Lynn Community Centre on Monday, 11 February 2002. The meeting was well attended and, due to requests for more detailed information regarding the planning process, an information pack was subsequently posted out to all on the mailing list. Submissions closed on 1 March 2002. A total of 34 submissions were received.</p> <p>The information from the submissions are being collated to be included in the new draft Management Plan.</p> <p><u>Mason Park</u></p> <p>A public workshop was held on 22 February 2002, at the New Lynn Tennis Club building in Mason Park to discuss five possible options for the future design of Mason Park and Fruitvale Station. The period for submissions to Mason Park closed on 1 March 2002. During the submission period Council received 284 submissions altogether including a petition. The submissions are being collated with the information to be presented to the Community Board in April 2002.</p>	<p>Mandy McMullin ☎ 836 8000 Ext 8792</p>

Issue	Comments	Reporting Council Officer
4. Old New Lynn Community Centre - Narrowness of Footpath	A small portion of the footpath will be widened and one tree relocated. This is expected to take place within the next two months.	Reg Cuthers  836 8000 Ext 8740
5. New Lynn Ward Tour	The Board undertook the New Lynn ward tour on Saturday 16 March 2002. Issues raised will be followed through by the subject officers. The information will be circulated to Members separately.	Audrey Chan  836 8000 Ext 8607
6. Community Board Appointments	<p><u>Herbicide Reduction Working Party</u></p> <p>The matter of appointments to outside organisations is brought forward to give Board Members the opportunity of considering appointments on a voluntary basis to the Herbicide Reduction Working Party.</p> <p>This working party is being established at the request of the Environmental Management Committee, to discuss issues related to Council policy on herbicide reduction and weed control. A representative is requested from each Community Board to be on the working party which will meet throughout the next year.</p> <p>A founding document outlining the objectives and roles and responsibilities of the working group, along with the next meeting date is currently being prepared and will be distributed to the representatives as soon as it is available.</p> <p><u>Friends of the Whau Steering Group</u></p> <p>The Board has been requested to consider the appointment of a representative on the Friends of the Whau Steering Group. Further information on this Group, as attached at page A1.</p> <p><u>Anzac Day 2002</u></p> <p>To seek appointment of a Board representative to attend RSA Anzac Day Parades in the New Lynn Ward.</p> <p>In addition to the City's Dawn Parade at the Cenotaph, each of the City's RSAs will host its own parade and the Council and Boards have been invited to nominate official representatives to attend those parades. The Council on 27 March 2002 appointed Councillors to attend the various parades in the City. The appointment of Community Board members to attend the Community Anzac Day Parades is now referred to the Board for consideration.</p>	<p>Kerry Bodmin  836 8000 Ext 8777</p> <p>Graham Leonard  836 8000 Ext 8219</p> <p>Audrey Chan  836 8000 Ext 8603</p>

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Issue	Comments	Reporting Council Officer
<p>7. Parks Update</p>	<p><u>War on Weeds</u> Free bin disposal of weeds during the War on Weeds campaign are available from 9 March 2002 to 9 April 2002 at the new New Lynn Community Centre, Kaurilands Domain, Otitori Bay Road, Titirangi Library car park and Tamariki Reserve.</p> <p><u>Manawa Wetland</u> A sign has been designed with an international symbol implying "Do not take the Ducks". Feedback from local residents was positive and the message of this sign was clearly understood. These signs have now been installed.</p> <p><u>Community Board Projects</u> The contract for this work has been let and the work is to be completed by the end of April 2002. The works include:</p> <ul style="list-style-type: none"> <li>• Manuka Park Skate Ramp;</li> <li>• Community Development of Godley Green;</li> <li>• New Lynn Township Street Planting.</li> </ul> <p><u>Todd Triangle</u> As part of the New Lynn Town Centre upgrade project, an artist and landscape architect will produce a concept plan and theme for the Todd and Delta Triangles. The concept design will be presented to the Community Board at a future meeting.</p> <p><u>Harold Moody</u> The fence and path work by the playground has been completed. The stream bank stabilisation contract commenced in late February 2002 and is due for completion in April 2002.</p> <p><u>Ceramco Park - Footbridge</u> The pedestrian footbridge between Inver Street and Ceramco Park has been replaced.</p> <p><u>Ceramco Park - Earthworks</u> Waitakere City Council has immediate access to approximately 5000m<sup>3</sup> of fill material from a construction site in the city and will be importing the material into Ceramco Park on the week commencing 3 April 2002.  The purpose of the earthworks is to re grade the existing field area to a uniform and graded profile. This will improve the facility and create a more aesthetic area.</p>	<p>Andrea Johnston-Taylor ☎ 836 8000 Ext 8526</p> <p>Katharine Slack ☎ 836 8000 Ext 8779</p> <p>Peter Sewell ☎ 836 8000 Ext 8759</p> <p>Alan Duxfield ☎ 836 8000 Ext 8518</p>

Issue	Comments	Reporting Council Officer
7. Parks Update (continued)	<p>It is anticipated that the delivery of material will be over a period of at least 3 weeks with trucks entering the site from the Meadowvale Rise entrance.</p> <p>Works are programmed for periods Monday to Saturday inclusive between the hours of 7.30 am and 6.30 pm.</p> <p><u>Crum Park</u></p> <p>The concrete path has been completed and the gravel track to Titirangi Road is underway. The junior playground is to be installed in March 2002.</p>	<p>Kathryn Howard  836 8000 Ext 8553</p>

Issue	Comments	Reporting Council Officer
<p>8. Glen Eden Library</p>	<p>The lease agreement for accommodation of the existing Glen Eden Community Library in the Tyne Building on Glendale Road expired on 31 March 2002. To ensure continuity of service for the library, larger temporary accommodation has been secured by leasing the “Nationwide” building at 277 West Coast Road. The new lease agreement is for a period of two years with a one year right of renewal. It is intended that the library will open in the new temporary premises on 8 May 2002. An extension to the lease of the existing premises was granted to allow continued service until this date.</p> <p>To improve access to the temporary library, a proposal for controlling traffic and providing safe pedestrian crossing at the intersection of West Coast Road and Glendale Road, is to be submitted to the Board elsewhere on this agenda and to Council’s Finance and Operational Performance Committee for approval.</p> <p>This arrangement will provide for time to investigate alternatives and select the most suitable available site within the town centre for construction of a new, purpose-built, quality library and learning centre of about 900sq.m. that will contribute to future revitalisation intentions for Glen Eden. Provision for the Library is made in the 2002/2003 Draft Annual Plan. It is planned for the design process to commence in the 2002/2003 financial year and for construction to follow after approval of relevant consents. The target date for opening the new library will be mid 2004.</p> <p>In line with Council objectives, it is also intended to include accommodation for the Glen Eden Citizens’ Advice Bureau in the proposed new building.</p> <p>To ensure that the community and stakeholders are involved in the project, opportunities for input and feedback will be available at appropriate stages of the design process.</p>	<p>Peter Joyce ☎ 836 8000 Ext 8140</p> <p>Su Scott ☎ 838 1303 Ext 800</p>

**REPORTS ON REMAINING OPEN FORUM MATTERS RAISED AT THE BOARD'S MEETING HELD ON 3 DECEMBER 2001, AS REQUESTED BY THE BOARD**

Issue	Comments	Reporting Council Officer
<p>1. Foreshore Erosion Report on Paturua Road</p>	<p>Jo Moriss of Auckland Regional Council conducted a site visit on 21 February 2002 to assess the situation. Upali Ileperuma, Transport Engineer, and Joacham Leuchtenberger, who raised the matter, participated in the visit.</p> <p>Subsequently, Jo Moriss advised Waitakere City Council to prepare a proposal on protection of foreshore and apply for a resource consent from Auckland Regional Council. She has further recommended the engagement of a consultant to prepare this proposal. There will be no financial contribution from Auckland Regional Council.</p> <p>The possibility of engaging a consultant within this financial year is now being examined.</p>	<p>Upali Ileperuma ☎ 836 8000 Ext 8716</p>
<p>A2-A6 2. A Full Time Staff Presence in the New Lynn Community Centre</p>	<p>The City Development Committee on 11 February 2002 considered a report "Management Options for the New Lynn Community Centre", as attached at pages A1 to A6. The Committee resolved the following:</p> <p><i>"1. That the Committee requests the officers to identify the resources required for the efficient management of the New Lynn Community Centre and that the information be brought to the Annual Plan process for decision making.</i></p> <p><i>2. That a report on the development of a marketing strategy for all major Council leisure facilities be brought back to the Committee."</i></p> <p style="text-align: right;"><i>102/2002</i></p> <p>The status quo of the management of the New Lynn Community Centre will remain for the next twelve months and will be reviewed after this period, subject to the finalisation of the 2002/2003 Annual Plan.</p> <p>The Board will be kept informed of further developments.</p>	<p>Danny O'Donnell ☎ 836 8000 Ext 8130</p>
<p>3. Kaurilands Road Proposed Crossing for the Intermediate School</p>	<p>Following discussions with the school authorities, a proposal to impose some traffic restrictions along Kaurilands Road is being examined. This would be presented to the Community Board meeting in May 2002.</p>	<p>Upali Ileperuma ☎ 836 8000 Ext 8716</p>

<b>REPORTS ON REMAINING OPEN FORUM MATTERS RAISED AT THE BOARD'S MEETING HELD ON 3 DECEMBER 2001, AS REQUESTED BY THE BOARD</b>		
<b>Issue</b>	<b>Comments</b>	<b>Reporting Council Officer</b>
4. Rosier Road Proposed School Crossing	This is to be included in the priority list for 2002/2003 financial year.	Upali Ileperuma ☎ 836 8000 Ext 8716

<b>REPORTS PENDING</b>			
During consideration of 2001/2002 Annual Budget the question of staff resourcing to complete requested roading and traffic reports was raised. The lack of staff resources has meant that roading and traffic reports are not being progressed as quickly as desired. A recruitment process to bring Traffic Engineers numbers up to establishment is currently underway.			
<b>Subject</b>	<b>Date Requested</b>	<b>Report Due</b>	<b>Reporting Officer</b>
Ceramco Park - Club's Track and Facilities	5 November 2001	6 May 2002	Grant Jennings ☎ 836 8000 Ext 8118
Captain Scott Road Redesign and Current Maintenance Issues	4 February 2002	6 May 2002	Ross Hill ☎ 836 8000 Ext 8737
Future of Bledisloe Reserve	4 February 2002	10 June 2002	Renee Lambert ☎ 836 8000 Ext 8118
Report on Road Safety and Footpath Maintenance	4 February 2002	6 May 2002	Alan Hopkinson ☎ 836 8000 Ext 8742
5 Ambrico Place - Implications on Re-siting of Current Playground	Council meeting on 18 February 2002	6 May 2002	Grant Jennings ☎ 836 8000 Ext 8118

### **RECOMMENDATIONS**

1. That the information be received.
2. Community Board Appointments:
  - (a) That the Board appoint a member to represent the Board on the Friends of the Whau Steering Group on a voluntary basis.
  - (b) That the Board appoint a member to represent the Board on the Herbicide Reduction Working Party on a voluntary basis.
  - (c) That the Board appoint representatives to attend the Community Anzac Day Parades in the New Lynn Ward.

Report prepared by: Audrey Chan, Committee Secretary.



## 8 ANNUAL PLAN/STRATEGIC REVIEW (ECO CITY +10) CONSULTATION

### PURPOSE OF THE REPORT

This report describes the planned community consultation for the Annual Plan and for the Strategic Review (eco city + 10) and invites Community Boards to contribute ideas on how Community Boards can lead the consultation.

### BACKGROUND

The Annual Plan process is underway to establish the work programme for the City for 2002/2003. Running in conjunction with the Annual Plan consultation will be consultation for the eco city + 10 review of the Council's strategic plan (leading up to a new Strategic Plan for 2003/2004).

A consultation plan has been approved by Council that combines, where possible, these two processes to gain efficiencies both in financial and timing terms, and to ensure that we are not "over consulting" with our key communities.

Key points of the consultation plan are:

- Development of interactive display boards and support materials for use at workshops and community events. (Annual Plan and Strategic Review (eco city + 10));
- Translation of material into key languages. (Annual Plan and Strategic Review (eco city + 10));
- Community boards, Te Taumata Runanga and others to facilitate general public consultation using, where appropriate, the display boards and support material. (Annual Plan and Strategic Review (eco city + 10));
- Train community facilitators to lead workshops. Set up meetings will be used as opportunities to present Annual Plan information. (Annual Plan and Strategic Review (eco city + 10));
- Development of summary card to identify previous consultation findings and how the Council has gone towards achieving these (eg. Green print). (Strategic Review (eco city + 10));
- No specific launch event, instead attend existing community events/meetings eg. Karekare races and market days. (Annual Plan and Strategic Review (eco city + 10));
- Media campaign to support both processes. (Annual Plan and Strategic Review (eco city + 10)).

General public consultation will be achieved through the use of interactive display boards and support material. The mobile units will include the use of display boards (with information targeted to reflect communities being consulted), drinks facilities, face painters, the State of the City video, whiteboards, and submission forms.

It is suggested that community board members will lead this form of public consultation, identifying what would be ideal events in their wards to attend.

Submissions from the public on the Annual Plan will be received from 1 - 31 May 2002, with hearings to be held in June. Meetings and questionnaires focussing on Strategic Review (eco city + 10) will continue beyond this date.

### STRATEGIC CONTEXT

The Annual Plan and Strategic Review (eco city + 10) public consultations will be undertaken in the next few months. The Council is committed to gaining a representative view from the community and therefore it is important that Community Boards lead the consultation process to encourage wide participation from the general public.

## ISSUES

Community Boards are invited to make their own submission on the Annual Plan during the consultation period. However, it is important to recognise the key role they also play in encouraging the general public to have their say in both the Annual Plan and Strategic Review (eco city + 10).

Community Boards are invited to lead the consultation through:

- committing to support two consultation events per week during May 2002;
- identifying members who could attend a briefing and manage the consultation, using the displays provided;
- identifying community events and activities within their ward that would be appropriate to attend.

## RESOURCES

This project is resourced in the 2001/2002 budget. The Strategic Review (eco city + 10) consultation will also continue into 2002/2003.

## CONCLUSION

The assistance of Community Boards is sought in encouraging the general public to have their say on the Council's Annual Plan and on the Strategic Review (eco city + 10).

## RECOMMENDATIONS

1. That the information be received.
2. That the Community Board make a submission on the draft 2002/2003 Annual Plan and action as appropriate.
3. That the Community Board assist the Council in general public consultation for both the Annual Plan and Strategic Review (eco city + 10).

Report prepared by: Kim Morresey, Communicator Strategic Group.



## 9 KEEP WAITAKERE BEAUTIFUL 2002 COMMUNITY STREET TREE PLANTING PROGRAMME

### PURPOSE OF THE REPORT

The purpose of this report is to seek ratification from the Community Boards for nominated streets to be included in the Keep Waitakere Beautiful Community Street Tree Planting Programme.

### BACKGROUND

Keep Waitakere Beautiful is a Council-community partnership affiliated to the Keep New Zealand Beautiful Society. For the past eight years, the Community Street Tree Planting Programme has been a successful core programme of Keep Waitakere Beautiful.

## STRATEGIC CONTEXT

The Community Street Tree Planting Programme is an important component in implementing Green Network and Well-being Support goals by involving the community in creating and improving their neighbourhoods. The planning of this annual programme takes into account requests from residents received throughout the year, recommendations from the Council Arborist, and budget constraints.

## ISSUES

Keep Waitakere Beautiful is currently planning the 2002 Community Street Tree Planting Programme. The programme aims to:

- complete at least 15 suburban street tree plantings each year;
- involve the local community in planning, executing and maintaining street tree plantings;
- provide a forum for community building;
- provide a forum for promoting Waitakere City Council partnerships.

Street nominations close on 29 March 2002. The Keep Waitakere Beautiful Committee will initially review the requests from residents on 25 March 2002. These recommendations will be tabled at the April Community Board meeting for ratification.

The 2002 Keep Waitakere Beautiful Community Street Tree Planting Programme will be carried out during June and July 2002, when there is optimum rain to maximise survival rates of the trees. As in previous years, wherever possible a local resident Street Co-ordinator will be appointed for each planting. This person is supported by Keep Waitakere Beautiful to liaise with and encourage the support of residents to undertake the planting and ideally oversee the long term care of the trees.

## RESOURCES

The funds for this project have been provided for in the 2001/2002 Annual Budget. Keep Waitakere Beautiful and Techscape staff will provide trees, equipment, guidance and technical assistance at each event. Each planting begins with a brief introduction as to the purpose of the planting given by a Community Board representative and ideally concludes with a resident organised street barbeque.

## CONCLUSION

Recommendations are sought from the Community Board for nominated streets to be included in the Keep Waitakere Beautiful Community Street Planting Programme. The list of nominated streets will be tabled at the April meeting.

## RECOMMENDATIONS

1. That the information be received.
2. That the Community Board provide final recommendations for streets within the Ward for inclusion in the Keep Waitakere Beautiful Community Street Tree Planting Programme.
3. That a representative/s of this Community Board volunteer to assist at the local plantings.

Report prepared by: Jacki Byrd, Keep Waitakere Beautiful Co-ordinator.



10 **KEEP WAITAKERE BEAUTIFUL 2002 COMMUNITY TREES FOR BABIES PLANTING PROGRAMME**

**TREES FOR BABIES 2002**

**PURPOSE OF THE REPORT**

The purpose of this report is to approve the following parks as this year's sites for the annual "Trees For Babies" community planting days in Waitakere, Henderson, Massey and New Lynn Wards and to nominate a representative from each Community Board to speak on the day.

**BACKGROUND**

"Trees For Babies" is an annual community event to celebrate babies born in Waitakere City. Trees have been planted by the community in one reserve in each of the four wards as part of a Keep Waitakere Beautiful, Plunket and Council project since 1995. This is a popular community event, and approximately 90 trees have been planted at each site in 2001, with over 300 people attending each event. The Trees for Babies event was also featured on the TV One 'Maggies Garden Show' in September 2001 and we have received over 20 enquiries from throughout New Zealand.

**STRATEGIC CONTEXT**

The following parks listed are proposed as "Trees for Babies" sites in 2002 in consultation with Waitakere City Council arborist. The parks recommended have been identified in the Parks Strategy as citywide parks and each has adequate size and space to accommodate large areas of big tree planting.

**ISSUES**

The "Trees For Babies" funding has been approved through the 2001/2002 Annual Plan programme. The "Trees for Babies" will take place in the autumn planting season in April and May.

The proposed "Trees For Babies" sites and dates are:

Henderson Ward:	Te Atatu South Park	Saturday, 27 April	11.00 am - 1.00 pm
Massey Ward:	Zita Maria Reserve	Saturday, 4 May	11.00 am - 1.00 pm
New Lynn Ward	Shadbolt Park	Saturday, 11 May	11.00 am - 1.00 pm
Waitakere Ward:	Swanson Reserve	Saturday, 18 May	11.00 am - 1.00 pm

The event will be community focused with family orientated activities and guest speakers. A community board member is requested to speak at the event.

**CONCLUSION**

The "Trees For Babies" event has been held successfully since 1995 to celebrate the birth of babies in Waitakere City. The parks proposed for the "Trees for Babies" events are because of their size, they are priority parks with the Parks Department, and have ongoing park developments.

## **RECOMMENDATIONS**

1. That the information be received.
2. That the parks suggested per ward be accepted as the confirmed venues on Saturday, 11 May 2002, for the 2002 "Trees for Babies" event.
3. That a speaker be nominated to speak from New Lynn Community Board at the relevant "Trees for Babies" event.

Report prepared by: Andrea Johnston-Taylor: Project Manager, Keep Waitakere Beautiful.



## **11 PORTAGE ROAD - PARKING RESTRICTIONS**

### **PURPOSE OF THE REPORT**

This report seeks the approval of the New Lynn Community Board to install time limit parking outside 12 Portage Road New Lynn.

### **BACKGROUND**

A7

A request was received from the owner of the lunch bar at 12 Portage Road for time limit parking restrictions outside the lunch bar to make the business more accessible to passing motorists, as attached at page A7.

### **STRATEGIC CONTEXT**

Easy access to businesses and services is part of objective 3 - Access and Travel Choice, under the Urban Villages Strategy. Provision is made for the implementation of parking controls in accordance with this.

### **ISSUES**

The part of Portage Road where this lunch bar is located is an industrial area. Most of the on street parking is taken up by all day parking, making it difficult for passing motorists to stop at the lunch bar. Designating the spaces directly outside No.12 Portage Road as P10 Time limit parking will make the lunch bar more accessible to passing motorists.

### **RESOURCES**

The signs and markings for the proposed restriction can be implemented under the maintenance contracts for road signs and road markings.

## CONCLUSION

The proposed time limit parking restrictions will improve accessibility of the lunch bar benefiting both the business and its customers.

## RECOMMENDATIONS

1. That the information be received.
2. That in relation to PORTAGE ROAD, NEW LYNN:
  - (a) That all existing parking restrictions or limitations (affected, or superseded, or replaced by this resolution) applicable to Portage Road, New Lynn imposed by any prior resolution (including resolution of any former authority) cease to have any force and effect as from the date of this determination provided however that any current enforcement action by way of prosecution arising from, or infringement notice issued in relation to, any non-compliance with or breach of any such parking restriction or limitation be authorised to be concluded in the normal manner.
  - (b) That, in accordance with the powers conferred by virtue of the Local Government Act 1974, the Transport Act 1962 and the Waitakere City Council Bylaw No 7, 1991 - Traffic, the following parking limitations and restrictions be now resolved to be specified and imposed namely:
    - On the east kerb line of Portage Road from a start point 1 metre south of the southern edge of the vehicle crossing at No.12 Portage Road to an end point 1 metre north of the northern edge of the vehicle crossing at No.14 Portage Road, a "P10" ten minute time limit parking control be put in place.
3. That the appropriate signage and/or marking, in accordance with the Traffic Regulations 1976, be hereby approved to be put in place to properly establish, delineate and record the said parking limitations and restrictions.

Report prepared by: Adam Moller, Transport Engineer.



## 12 WEST COAST/GLENDALE INTERSECTION - SIGNAL CONTROL

### PURPOSE OF THE REPORT

This report seeks the Board's approval for the provision of traffic signal control at the intersection of West Coast Road and Glendale Road, Glen Eden.

### BACKGROUND

The Glen Eden library is to be shifted into an existing building on the northern side of West Coast Road opposite Glendale Road, for a temporary period of two years. There is a concern from the community that people crossing West Coast Road to/from the library and adjacent properties will be, and are now, exposed to hazard, owing to a lack of pedestrian crossing facilities at the western end of Glen Eden Village.

## STRATEGIC CONTEXT

The City Development Committee adopted ten principles pertaining to transport on 11 March 2002. It was envisaged that these principles would be used to guide elected members and staff in their decisions on the development of transport in the city, and at the regional and national levels.

The principles are as follows:

*In its decision making and advocacy Council will promote:*

- [1] Development of a sustainable, efficient and safe transport system that minimises environmental effects;
- [2] Transport and land use developments that support each other.
- [3] Equitable transport choices for most urban trips, including passenger transport, cycling and walking;
- [4] Development of a holistic and integrated transport system and to promote travel demand management;
- [5] High quality reliable public passenger transport, particularly rail, complementary to an adequate road network;
- [6] Maintaining a strong local role in decision-making;
- [7] Recognising in decision making that many people do not have access to private cars;
- [8] Transport sustainability to achieve equity between social, economic, and environmental outcomes; in particular advocacy for health, community safety, and green house gas reduction;
- [9] Taking into account the true costs of travel choices, and to support in principle pricing options that reflect the true costs of congestion;
- [10] Security of funding, including an appropriate regional share.

Provision for safe efficient pedestrian access across, and minor road vehicle access to/from, arterial road traffic is consistent with these principles, and particularly principles [1], [2] and [3]. However, the stopping of traffic for pedestrians increases road user costs by incurring delays, wear and tear on vehicles, and fuel consumption. There is a need for the Board to assess the equity of proposals in terms of all 10 principles.

## ISSUES

### **Glendale Road and Glenview Road Intersections**

Traffic volumes are in the order of 5000 vehicles/day, 10,000 vehicles/day, and 16,000 vehicles/day in Glendale Road, Glenview Road, and West Coast Road, respectively. The Glenview Road intersection is signal controlled. The Glendale Road intersection is controlled by Stop and Give Way signs.

The distance between the intersections is 110m. There is limited space for traffic to queue between them and intersection operations could be upset by interference from longer queues.

### **Traffic Control at the Glendale Road Intersection**

The control is unusual in that the right turn to Glendale Road is controlled by a stop sign. This reverses the normal priority relative to the left turn to Glendale Road; the left turn should not give way. This has resulted in many complaints stemming from misuse of the control by the 'other parties'.

The control was approved some years ago to facilitate bus movements right from Glendale Road. The option of rerouting the buses via Bowers Road was and remains unacceptable owing to the important bus stop by the rail station, just east of Glenview Road.

### **Pedestrian Crossing Options**

There are options for getting pedestrians across West Coast Road including:

A8

- [a] *An island refuge in the median about 60m west of Glendale Road (see figure 1 as attached at page A8).*

This island together with the signalled pedestrian crossings at Glenview Road would provide protection for much of the pedestrian crossing demand, but would not be on the 'shortest path' for that portion of the demand starting or finishing in, or in the vicinity of, Glendale Road.

This option does not improve traffic control at the intersection.

- [b] *A signal controlled pedestrian crossing near Glendale Road.*

Council's experience is that this form of control does not work, because the side road drivers take dangerous and unpopular advantage of the pedestrian phase to exit the side road. This is why the intersection of Vera, Jaemont and Te Atatu Roads is now fully signal controlled. Previously there had been a signal controlled pedestrian crossing of Te Atatu Road just to the south of the intersection.

There is insufficient road width for a split signalled crossing, like the one at the Glendene roundabout.

- [c] *Full signal control for the intersection of Glendale and West Coast Roads (see figure 1 as attached at page A8).*

This would provide normal signalled protection for pedestrians crossing West Coast Road, left side of Glendale Road, and for pedestrians crossing Glendale Road itself.

Further, this signal control at the intersection of West Coast Road and Glendale Road would remove the present unpopular STOP and GIVE WAY priorities for turning traffic there.

The Transportation Engineer: Information has modelled alternatives for this concept, using the 'SIDRA' computer program. A concern was that the intersection is too small to provide an acceptable level of service for arterial traffic, under signal control, at peak times, and at off peak times during the day.

The finding for the **daytime off peak** is that the level of service would be high and could be enhanced by coordination of the signals at Glenview and Glendale Roads.

The modelled delays for the various movements range from 10 to 35 seconds per vehicle at the Glendale Road intersection, 6 to 40 seconds at the Glenview Road intersection.

The findings for the **am peak** period depend on the assumed designations for the western approach lanes. With separate through and right-turn lanes there would be a long queue (375m) of traffic on the western approach. However, there is already such a queue (350m) at the Glenview Road intersection. If through traffic is permitted to share the right turn lane the subject queue reduces to 265m. If the right turn is banned in the peak period the queue reduces to 160m. The corresponding queues on the eastern approach are 125m, 130m, and 55m respectively.

The findings for the **pm peak** period depend on the assumed designations for the western approach lanes. With separate through and right-turn lanes there would be a long queue (220m) of traffic on the eastern approach; If through traffic is permitted to share the right turn lane the subject queue remains 220m. If the right turn is banned in the peak period the queue reduces to 130m.

Taking into account the separation of the Glenview and Glendale intersections, the fact that the average queues would be about half the 'maximum' queues quoted above, and that higher efficiencies can be exacted using the SCATS signal coordination system, it is expected that tolerable peak period operating conditions would be achieved, if through and right turning traffic share the outer lane on the western approach to the intersection.

As a contingency the right turn could be prohibited in one or both of the am/pm peak traffic periods. The right turn would then have to be made at the Captain Scott Road intersection or using Woodglen and Woodvale Roads as a bypass.

### **Traffic Crashes**

The LTSA injury crash record, for the five years 1997-2001, and for the intersection of Glendale Road is low, four recorded injury accidents, none involving pedestrians. The non-injury crashes total 22 for the same period. All crashes are between turning vehicles. The excellent pedestrian accident record can be explained by low pedestrian demand, and a severe traffic environment that discourages pedestrians.

### **Road User Costs**

The SIDRA results indicate an increase in road user costs over 25 years of about \$M10 (present value) owing to delays and stops to vehicles, as a result of the proposed traffic signal control. Against this there would be a reduction in road user costs of about \$M1.5 (present value) owing to a reduction in turning crashes at the intersection, as a result of the proposed traffic signal control.

### **RESOURCES**

A pedestrian island 60m west of the Glendale road intersection, estimated to cost \$5000, could be provided using the Transport Assets 2001/2002 budget. Transfund assistance could be anticipated for this option.

Traffic signal control for the intersection of Glendale and West Coast Roads, estimated to cost \$75,000, could not be provided from the Transport Assets 2001/2002 budget, but an application to the Finance and Operational Performance Committee could be made for funding by way of a loan because traffic lights are a capital item. There would be no Transfund contribution because of the high increase in road user costs due to the traffic signal control.

### **CONCLUSION**

The location of the Glen Eden Library is expected to result in more pedestrians wanting to cross West Coast Road in the vicinity of Glendale Road. There are no facilities to assist them in face of the high volume of arterial traffic, and intersection turning movements. There is the concern that there could be a fatality during the two years that the library is housed opposite Glendale Road.

A traffic island refuge in the middle of West Coast Road 60m westwards of the intersection could be provided at small cost and would have little affect on the arterial traffic flow. However, it would not be totally convenient and would therefore not be used by all pedestrians.

Traffic signals could be installed at the intersection at moderate cost. The signals would give convenient protection for pedestrians wanting to cross West Coast Road and, as well, Glendale Road. The existing unpopular control priorities for turning traffic would be removed with this option.

However, these benefits would be at the expense of stopping West Coast Road traffic, and so incurring higher road user delays, vehicle operating costs, and operational costs for Council, that together greatly exceed anticipated cost savings for crash reduction, (anticipated new risks for pedestrians excluded).

The signal operation would not be ideal in the peak periods, but is expected to be tolerable. The risk of unacceptable conditions could be hedged by the contingency that the right turn into Glendale Road be banned in one, or the other, or both, of the peak traffic periods if necessary. This would have a somewhat minor adverse effect in the Woodglan/Woodvale bypass route. The latter road is protected by speed humps and the volume of traffic that would divert is not high.

It is a matter for the Board to balance the matters of equity and cost in terms of the 10 transport principles reiterated under the heading 'Strategic Context' above.

Funding for the proposed traffic lights is not available in the transport budget 2001/2002 but could be by way of a loan approved by the Finance and Operational Performance Committee.

### **RECOMMENDATIONS**

1. That the information be received.
2. That the concept of Traffic Signal control for the intersection of West Coast Road and Glendale Road be endorsed for implementation with urgency subject to approval of funding by the Finance and Operational Performance Committee.
3. That the contingency of banning the right turn from West Coast Road into Glendale Road in peak traffic period(s) be approved in principle, but implemented by the Board at the Board's discretion if recommended by the Service Manager: Transport Assets, following the Manager's monitoring of the proposed signals under prevailing traffic conditions.
4. That it be recommended to the Finance and Operational Performance Committee that funding of \$75,000 be raised by way of loan to pay for the installation of Traffic Signals with pedestrian phases for crossing West Coast Road and Glendale Road, at the intersection of Glendale and West Coast Roads.

Report prepared by: Ross Hill, Service Manager: Transport Assets.



13 **PEDESTRIAN CROSSING AND REFUGE - MARGAN AVENUE**

**PURPOSE OF THE REPORT**

This report seeks the approval of the New Lynn Community Board to install a pedestrian crossing and associated road markings on Margan Avenue outside New Lynn School.

**BACKGROUND**

Numerous requests have been received for the provision of a crossing in this area. These requests have come from the school itself, from residents in the Ambrico Place area with children attending the school, and from residents in the lower end of Seabrook Road wanting safer pedestrian access to the vegetable shop opposite the school.

**STRATEGIC CONTEXT**

Providing a safe environment for children is a key objective of the First Call For Children policy. Large numbers of children are present at the start and end of the school day in the road environments around schools. Provision is made through the Schools Traffic Safety programme to implement safety projects in the roads around schools that improve the safety of these children.

**ISSUES**

A9

The proposed location of the crossing is mid-way between the roundabout at Rankin Avenue and the vehicle entrance to the Vegetable shop car park as shown on attachment A9. This location has been chosen because it is far enough clear of the vehicle entrance that the refuge island will not obstruct turning vehicles, and far enough clear of the roundabout to provide good visibility to approaching traffic.

New Lynn School supports the proposed crossing and has made a commitment to operate a school patrol on the crossing once it is installed. A recent traffic count carried out at the proposed location recorded 1040 vehicles and 37 pedestrians in the period between 2:30 pm and 3:30 pm, this level of traffic and pedestrians meets the requirements for a school crossing warrant.

The proposal also includes no stopping markings in the vicinity of the crossing to comply with the traffic regulations and ensure that visibility is not obstructed by vehicles parking close to the crossing. The extent of these markings is indicated on attachment A9.

**RESOURCES**

Funding has been allocated for this project from the Schools Traffic Safety budget, with the works to be implemented as part of the Minor Safety Projects Contract.

**CONCLUSION**

The proposed pedestrian crossing has the support of the school and the local community. The crossing will provide safer access to the local school for children residing in the Ambrico Place area.

**RECOMMENDATIONS**

1. That the information be received.
2. That the proposed pedestrian crossing, refuge island, and associated signs and markings, as shown on attachment A9 be approved for construction in the 2001/2002 financial year.
3. That in relation to MARGAN AVENUE, NEW LYNN:
  - (a) That all existing parking restrictions or limitations (affected, or superseded, or replaced by this resolution) applicable to Margan Avenue, New Lynn imposed by any prior resolution (including resolution of any former authority) cease to have any force and effect as from the date of this determination provided however that any current enforcement action by way of prosecution arising from, or infringement notice issued in relation to, any non-compliance with or breach of any such parking restriction or limitation be authorised to be concluded in the normal manner.
  - (b) That, in accordance with the powers conferred by virtue of the Local Government Act 1974, the Transport Act 1962 and the Waitakere City Council Bylaw No 7, 1991 - Traffic, the following parking limitations and restrictions be now resolved to be specified and imposed namely:
    - On the south kerb line of Margan Avenue from a start point at the west kerb line of Hutchinson Road to an end point 79 metres further west, a NO STOPPING AT ALL TIMES parking control be put in place.
    - On the north kerb line of Margan Avenue from a start point at the west kerb line of Rankin Avenue to an end point 58 metres further west, a NO STOPPING AT ALL TIMES parking control be put in place.
4. That the appropriate signage and/or marking, in accordance with the Traffic Regulations 1976, be hereby approved to be put in place to properly establish, delineate and record the said parking limitations and restrictions.

Report prepared by: Adam Moller, Transport Engineer.



**14 MASON PARK PROPOSED STATION SHELTER RELOCATION**

This agenda report is not available at the time of printing and will be circulated separately with this agenda.



15 **CONFLICTS OF INTEREST**

**PURPOSE OF THE REPORT**

This report has been prepared to provide Board Members with guidance on the issues to be considered when a Board Member believes that s/he may have a conflict of interest over an item being considered by the Board.

**BACKGROUND**

At its meeting on 4 February 2002 the Board resolved:

*“That a report be prepared for the Board on issues where Board Members may have an interest, other than a pecuniary interest, in matters under discussion with particular reference to Cr Presland’s concerns over a possible conflict of interest in proposed footpaths in the vicinity of his residence.”*

40/2002

Individual Board Members’ behaviours over conflicts of interest are likely to be scrutinised by the community that the Board represents. Confidence in the ability of Board Members to impartially carry out their role is crucial for good governance in a civil society and helps ensure that the decisions taken by the Board are either supported or understood and accepted by the community the Board serves.

It is inevitable in a community such as New Lynn, for many of the issues that come before the Board, that individual Board Members:

- may know those involved;
- have pre-existing views on an issue; or
- be directly affected by the decision that the Board is considering making.

When these circumstances arise individual Board Members will need to consider whether they should withdraw from a meeting and take no part in the issue under discussion.

**STRATEGIC CONTEXT**

The role of Local Government and the Community Board is set out in Section 37K and Section 101ZZ of the Local Government Act. Within the ambit of the overall purpose of Local Government a Community Board has particular roles in the following subsections:

- (d) Scope for communities to make choices between different kinds of local public facilities and services -
- (h) For the efficient and effective exercise of the functions, duties, and powers of the components of local government -
- (i) For the effective participation of local persons in Local Government.

The role of the Community Board under section 101ZZ is to take decisions on behalf of the community it represents. At the Inaugural Meeting of the Board all Members made the declaration set out below:

*“I, ..... declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interest of the New Lynn Community the powers, authorities, and duties vested in or imposed upon me as a member of the New Lynn Community Board by virtue of the Local Government Act 1974, the Local Government Official Information and Meetings Act 1987, or any other Act.”*

In fulfilling this declaration individual Board Members are faced with balancing the competing needs and demands of different stakeholders in the community and then making their decision in the best interest of the entire community.

## ISSUES

Conflicts of interest may arise in a number of ways:

### **Pecuniary Interest**

The law on pecuniary interest is set out in the Local Authorities (Members' Interests) Act 1968. Contravening the Act can result in prosecution by the Office of the Auditor General and disqualification from holding office.

Section 3 of this Act prevents elected members (and their spouses) from entering into contracts of more than \$25,000 with the local authority, there are a range of subsections to Section 3 which consider particular issues in more detail. This section is unlikely to apply to most Board Members, but further information can be provided if requested.

Section 6 of the Act precludes elected members from voting on a matter in which they have a pecuniary interest. While pecuniary interest is not defined in the legislation the Office of the Auditor General views the test for pecuniary interest as being:

*"Whether, if the matter were dealt with in a particular way, discussing or voting on that matter could reasonably give rise to an expectation of a gain or loss of money for the member concerned".*

The exception to the rule where an interest in common with the public exists allows elected members to take decisions on such matters as user charges for public amenities or the local authority rating system. All members of the public are affected by such decisions and it would be impossible to have local decision making on such issues if elected members were unable to make those decisions.

The circumstances of each particular case will govern whether an elected member has an interest in common with the public. Examples are where a Councillor is involved in setting the level of rates, where they own a property or setting dog license fees where they own a dog.

Factors to be considered by elected members are:

- The nature of the interest, is it the same kind as that of the public?
- The number of people with the same kind of interest as you?
- The purpose of the Act, which requires you approach decision making with an open mind unaffected by personal financial motives?

Even if a pecuniary interest is not in common with the public elected members may still participate in decisions if their pecuniary interest is remote or insignificant, or alternatively an elected member has received a determination from the Office of the Auditor General that no pecuniary interest exists.

The Office of the Auditor-General publishes a helpful guide on the Local Authorities (Members' Interests) Act 1968 on its website<sup>1</sup>. This guide to the Act provides a précis of a number of the leading cases on pecuniary interest that may help Board Members clarify their understanding of the legislation.

It is clear under the Local Authorities (Members Interests) Act that the decision, whether or not to withdraw from a meeting is a decision for the elected member. The decision to withdraw or remain cannot be imposed by the Local Authority.

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<sup>1</sup> OAG (2001) Financial Conflicts of Interest of Members of Governing Bodies  
[http://www.oag.govt.nz/HomePageFolders/Publications/Financial\\_Conflicts\\_of\\_Interest/Financial\\_Conflicts\\_of\\_Interest.htm](http://www.oag.govt.nz/HomePageFolders/Publications/Financial_Conflicts_of_Interest/Financial_Conflicts_of_Interest.htm)

## **Bias**

Board Members will often be asked to debate or decide issues about which they have previously expressed firm opinions. Such 'signalling' is at the heart of the democratic process and Board Members will have been elected on the basis of their views on particular issues.

Bias, or predetermination intrudes at the point where individual Board Members or the Board collectively may have lost the ability to consider an issue with an open mind. This does not require that a Board Member empties his/her mind of any previous views on an issue, but rather that s/he consider the issue with an open mind and with the capacity and willingness to be influenced by argument.

With any issue coming before the Board where a Board Member has a pre-existing view on the matter under discussion the member will need to consider whether they:

- Have a genuinely open mind on the issue, are capable of considering all arguments and points of view and genuinely able to be persuaded; and
- Are confident it will appear to the public that this is the case.

Unless a Board Member is confident that s/he can answer "yes" to both questions s/he should consider withdrawing from the meeting.

With bias it is impossible to provide definitive advice to a Board Member as to whether the member should declare an interest and withdraw from the meeting. Each issue will have a unique range of circumstances that will need to be considered. In one of the leading cases in this area the judge as part of his judgement suggested that the appropriate test for a conflict of interest was:

"Would an informed objective bystander form an opinion that there was a likelihood that bias existed?"

If the answer was in the affirmative then bias existed.

## **A Footpath Issue**

This report was sought in response to an item in the Board Secretary's report outlining the action taken in responding to the South Titirangi Ratepayers plea for a footpath in South Titirangi Road. The Secretary's report noted that the request for the footpath had been added to the list of footpath requests and that it would undergo prioritisation with other requests under Council's footpath policy.

It may be helpful to Board Members to consider a footpath in more depth as a way of illustrating the issues concerned.

For the purposes of the hypothetical example it is assumed:

- That the proposed footpath is directly outside a Board Member's residence.
- That the Board Member has no involvement with the company that is contracted to build new footpaths.
- That the Board Member has made frequent public pronouncements on the desirability of new footpaths.

In addition to these basic assumptions other factors are suggested to show how they may effect a Board Member's decision in a particular case.

### Pecuniary Interest

*Does the Board Member have a pecuniary interest?*

Applying the Office of the Auditor General test - would installing a footpath reasonably give rise to an expectation of a gain or loss of money for the member concerned?

Would the value of the Board Member's property be affected by the provision of a footpath? If property value changed (either up or down) by having a footpath outside the property, then a pecuniary interest would exist.

Would it make a difference if the Board Member ran a home business and the provision of a footpath would be likely to increase the number of potential customers walking past the premises?

*Is the interest in common with the public?*

All pedestrians in the City have an interest in the provision of footpaths. Those pedestrians who regularly use the road presumably have a greater interest in the early provision of the footpath.

Would it make a difference if the Board Member owned the only property on that side of the road?

*Is the pecuniary interest remote or insignificant?*

Assuming the property value was to change, in the totality of the value what is an insignificant factor, less than 1%, 10%?

### Bias

Each year Council sets the total budget for new footpaths in the New Lynn Ward in the Annual Plan appropriation process. The Board's role is to use its local knowledge of community needs to prioritise the various requests within council's footpath policy framework and available budget.

*Is the Board Member able to have a genuinely open mind on the issue of new footpaths, both over whether they should, or should not be provided, and how they are ranked and prioritised across the ward?*

In this hypothetical example the Board Member has made a number of previous public statements on the desirability of more footpath provision.

Notwithstanding these statements the Board does not have the power to increase expenditure on footpaths, the Board's role being limited to applying the available funding and prioritising competing requests.

*Would a an informed objective bystander form an opinion that the Board Member was able to fairly consider both the provision of the footpath and its ranking in the priority list?*

The Board Member would need to have confidence that s/he was able to consider this footpath request fairly in the framework of Council's prioritisation scheme and against other competing requests on resources. S/he would also need confidence that the public would share this belief.

Would it make a difference to public perception if the Board Member was on the Board of Trustees of the local primary school that had requested a new footpath and there were a number of other schools in the ward also requesting new footpaths on routes to school?

No conclusion is drawn on whether the question of a pecuniary interest or bias exists in this hypothetical example as the decision to withdraw, or not withdraw in each case is a matter for the Board Member concerned. Any decision not to withdraw is open to challenge and review by the Auditor General, Ombudsman or through the Courts. Interpretation of the law is in the final analysis a matter for the Courts.

### **Deciding Whether to Withdraw**

The issues around conflicts of interest are by no means simple and there will be many grey areas where making a decision on whether to withdraw or remain and participate in the decision will be difficult. It is suggested that Board Members should adopt the following practice:

- Be alert to the issues, and if in doubt take advice (which should be recorded in writing).
- If time permits obtain a ruling from the Audit Office if advice is needed on a possible pecuniary conflict of interest.
- If time does not permit, and after considering the issues you have a conflict of interest or have remaining doubts disqualify yourself.
- In any case where you elect not to disqualify yourself make a file note at the same time, of the factors that influenced your decision. In the event of subsequent challenge it will be important to be able to demonstrate that you considered the issues.

If a Board Member decides that it is appropriate to withdraw it is recommended that the Board Member leave the meeting room, rather than merely withdraw from the debating table and ensure that the minutes record the action. Such action removes any risk that of an allegation that the Board Member's mere presence in the room was sufficient to influence other Board Members in their decision.

### **CONCLUSION**

All Board Members will be faced from time to time with issues where they will need to consider withdrawing from the meeting for a particular decision, as a conflict of interest may be prevent them taking a decision in the best interest of the New Lynn community.

Due to the range of circumstances that could apply it is impossible to provide categorical advice to Board Members. The area of conflicts of interest is one where in many ways "Perception is reality".

If individual Board Members adopt a rigorous approach to compliance with the law on conflict of interest it is likely that over time the reputation of the Board for fairness will be enhanced. A reputation for an ethical and scrupulously fair attitude in this area is likely to help the community accept those decisions where the Board isn't able to please everyone!

It must be reinforced that this is not an area where staff can make rulings or give binding advice. In all cases the onus of responsibility falls on the individual elected member.

### **RECOMMENDATION**

That the information be received.

Report prepared by: Andy Roche, Acting SMG Co-ordinator.



16 **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.



## **FRIENDS OF THE WHAU STEERING GROUP**

### **BACKGROUND**

The Whau Catchment includes Mt Roskill, Blockhouse Bay, Titirangi, Green Bay, Avondale and New Lynn. It discharges under the North Western motorway bridge at Te Atatu.

The Whau River has an important history to Maori who used the Whau as a transport route from the Manuku to the Waitemata Harbour. Likewise it was also very important to the early settlers who used the river for trade with a number of industries located along the Whau River.

Because the catchment spans two Local Authorities, and pollution levels were of concern, it was felt that a co-ordinating committee was required to ensure that work in the catchment was managed efficiently.

Friends Of The Whau are an incorporated community group dedicated to restoring the Whau River system, promoting the reduction in the levels of pollution and restoring the ecology of the stream. They have undertaken a number of initiatives including riparian planting, litter removal, participation in water quality projects such as WaiCare and providing information to the community on stream restoration issues.

Friends Of The Whau have produced a booklet The Whau – our streams, our river, our backyard, which covers the history, pollution concerns, and how the Whau River can be improved. A number of schools and other community groups are using this book as a teaching resource.

### **FRIENDS OF THE WHAU STEERING GROUP**

The Friends of the Whau Steering Group consists of members from the Avondale Community Board, the New Lynn Community Board, EcoWater Solutions, Auckland Regional Council, MetroWater, WaiCare, Auckland City Council, and Friends Of The Whau.

The purpose of this group is to coordinate, and manage restoration work to the Whau Catchment.

The Steering Group normally meets 3 times per year at the Avondale Community Centre, Avondale, at 4.00 p.m., for up to 3 hours.

**EXTRACT FROM AGENDA OF THE CITY DEVELOPMENT COMMITTEE MEETING  
HELD ON MONDAY, 11 FEBRUARY 2002**

**15      MANAGEMENT OPTIONS FOR THE NEW LYNN COMMUNITY CENTRE**

**PURPOSE OF THE REPORT**

The purpose of this report is to request feedback from the Committee on the process on selecting the most appropriate management option for the New Lynn Community Centre.

**BACKGROUND**

Council directly owns and manages six Community Centres through out the city currently. The focuses of Waitakere City's Community Centres are to provide a range of spaces for meetings, community activities, social events, together with programmes and events for community benefit. Two Community Activity Facilitators, who promote and help develop activities, manage the Community Centres. The bookings of the centres room are processed through the Council's centralised Call Centre.

The old New Lynn Community Centre has been in operation since 1975 and was situated in Memorial Drive until June 2001 when a new Community Centre was opened on Totara Avenue.

A review in 2000 of the management of the Community Centres as part of an overall Leisure redesign and Community Facilities Plan consideration, identified a need for consistency, booking efficiency (A one stop shop) and definition of the two major Community Centre Co-ordinator roles. As a result the administration of the centres were centralised and the Community Centre Co-ordinator role were revised to the Community Activity Facilitators. The revised role focused more on the facilitation of activities than the booking element of the Community Centres.

As part of the same review, it was also identified that an increase in resources was needed at some of the community centres because of their position in the major town centres, and the role they play in creating a vibrant town centre. Existing community facilities that are fully staff resourced are the Assid Corban Recreation Centre in Henderson and the Massey Leisure Centre in Massey. It is believed the New Lynn Community Centre could play a similar role with its town centre as the above examples.

As a result of the above information, a report was presented to the Community Facilities and Recreation Committee in December 2000, which outlined the possible alternative management options for the new New Lynn Community Centre. Those options included and compared outsourcing the management of the centre with the continuation of the in-house management as it was currently being operated. Due to the lack of interest from external parties for the option of out sourcing the management, the committee resolved:

*"That any consideration to change the management structure of the New Lynn Community Centre be deferred for a further 18 months, and that the New Lynn Community Centre continue to be managed by Council Staff in the centralised booking system in the interim"*

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During the previous six months, the in-house Community Activity Facilitator, who has the responsibility for the New Lynn Community Centre, splits her time between three of the Community Centres. Last month has seen the Community Activity Facilitator situated at the New Lynn Community Centre for the majority of her time because of identified operational issues. The current on site staffing hours of the centre will continue to be monitored and its effectiveness reviewed on a regular basis.

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The operational experience gained under the current management of the New Lynn Community Centre, as well as a new expressed interest from the YMCA suggests that Council should initiate the management review process earlier than anticipated.

**STRATEGIC CONTEXT**

Leisure facilities and activities contribute to the well being of the City's residents, by providing recreation opportunities that promote health and social cohesion. The Council's Leisure Strategy, Community Facility Plan, Parks Strategy and Funding Policy guide the provision of these facilities and activities to ensure that they are available to all residents, responsive to changing demands and are provided efficiently.

The purpose of the provision of Community Centres is identified in the Local Government Act, which defines one of Council's responsibilities as delivering facilities and services to communities that meet their needs, choices and preferences.

Community Centres also contribute to the following key Council objectives of:

- Providing community activities and community education;
- Providing focal points for community;
- Providing places for people to meet and interact.

**ISSUES**

The main issue that needs to be considered in the review of the management of the New Lynn Community Centre is the service this centre provides New Lynn and the wider community.

The extensive size, profile and Council investment in the facility make the centre a community facility flagship for Waitakere City Council. This is unlike the other five Council Community Centres.

The New Lynn Community Centre has filled the void of Waitakere City's main Civic venue. The centre has captured many high profile significant functions such as the National Social Development Forum to be hosted by the Prime Minister, the Auckland Architects awards, and the West Education Sector Trust conference. The capture of this high profile market as well as continuing to meet the passive leisure needs of the wider community has lead to the spotlight being placed on the centre and its management.

**Future Management of the New Lynn Community Centre**

In reviewing and assessing the future management of the centre, both the management options, and the criteria for assessing all management options need to be formalised.

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The proposed options for the future management of the New Lynn Community Centre are outlined below:

- Status Quo;
  - Community Activity Facilitator manage three Community Centres within the current regime.
- External Management;
  - Management of the centre is outsourced to an external provider with Council providing an operational subsidy. An example of this is the Massey Leisure Centre, which is externally managed by the YMCA.
- Additional Leisure Service staff;
  - Additional staff employed within Leisure Services would be based full time at the New Lynn Community Centre. The role would include centre rooms bookings as well as the operation, promotion and increased organised programming of activities.

It should be noted that the proposed option of external management and the employment of an additional Leisure Service staff would require an increase in financial resources.

The advantages and disadvantages of each of the proposed management options will be discussed in the follow up report, once the committee has endorsed acceptance of the management option proposals and the criteria for assessing the options.

**Criteria for assessing the proposed management options**

Leisure Services propose the following criteria for assessing the management options:

- Wider community benefit;
  - Access, cost to user, physical service.
- Cost Benefit;
  - To the community and the rate payer.
- Utilisation of the Facility;
  - Occupation rates, which management option could increase the usage of the facility.
- Council influence;
  - Level of Council influence there would be in programming and operation of the facility.
- Community influence;
  - Level of community influence there would be in programming and operation of the facility that would lead to a sense of community ownership.

Proposed actions to be undertaken for assessing the proposed management options.

The criteria proposed above will be validated by statistical analysis and by the community in order to ensure that the criteria meet community needs.

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This will be undertaken as follows:

- Community Consultation;
  - Surveys for users.
  - Focus groups/Open Forums.
- Consultation with Potential External Operators;
  - Identify potential external operators from 'Expressions of Interest'.
- Data Collection;
  - Customer Satisfaction.
  - Occupancy Rates/User Numbers.
  - Subsidy per user.
  - Operational Hours.
  - Number of annual/casual hires.
  - Number of activities.
- Risk/Cost Benefit Analysis of the proposed management options;
  - How does each management option effect the core services of the facility.
  - Compare cost effectiveness of each management option.

It is planned that the consultation process will be undertaken in late January/February 2002.

Once the consultation process has been completed, the criteria will be used in the assessment of the proposed management options. A report will be brought back to the Committee for the March 2002 meeting with a recommendation on the preferred management option for the New Lynn Community Centre for their endorsement.

**RESOURCES**

Staff resources will be required for the consultation process, data collection, and the assessment of the proposed management options. The required staff and financial resources can be accommodated within the work plans of existing Leisure Services staff.

**CONCLUSION**

It has been previously identified that some of the Community Centres require an increase in resources due to their position in the major town centres, and the role they play in creating a vibrant town centre. The New Lynn Community Centre is one such centre.

Although the Community Facilities and Recreation Committee in December 2000 endorsed a delay to reviewing alternative management options, the operational experience gained under the current management of the New Lynn Community Centre, as well as a new expressed interest from the YMCA suggests that Council should initiate the management review process earlier than anticipated.

This report seeks endorsement from the committee on:

- Reviewing the proposed alternative management options;
- Using the proposed criteria for assessing the management options;
- Undertaking the proposed actions required for assessing the management options.

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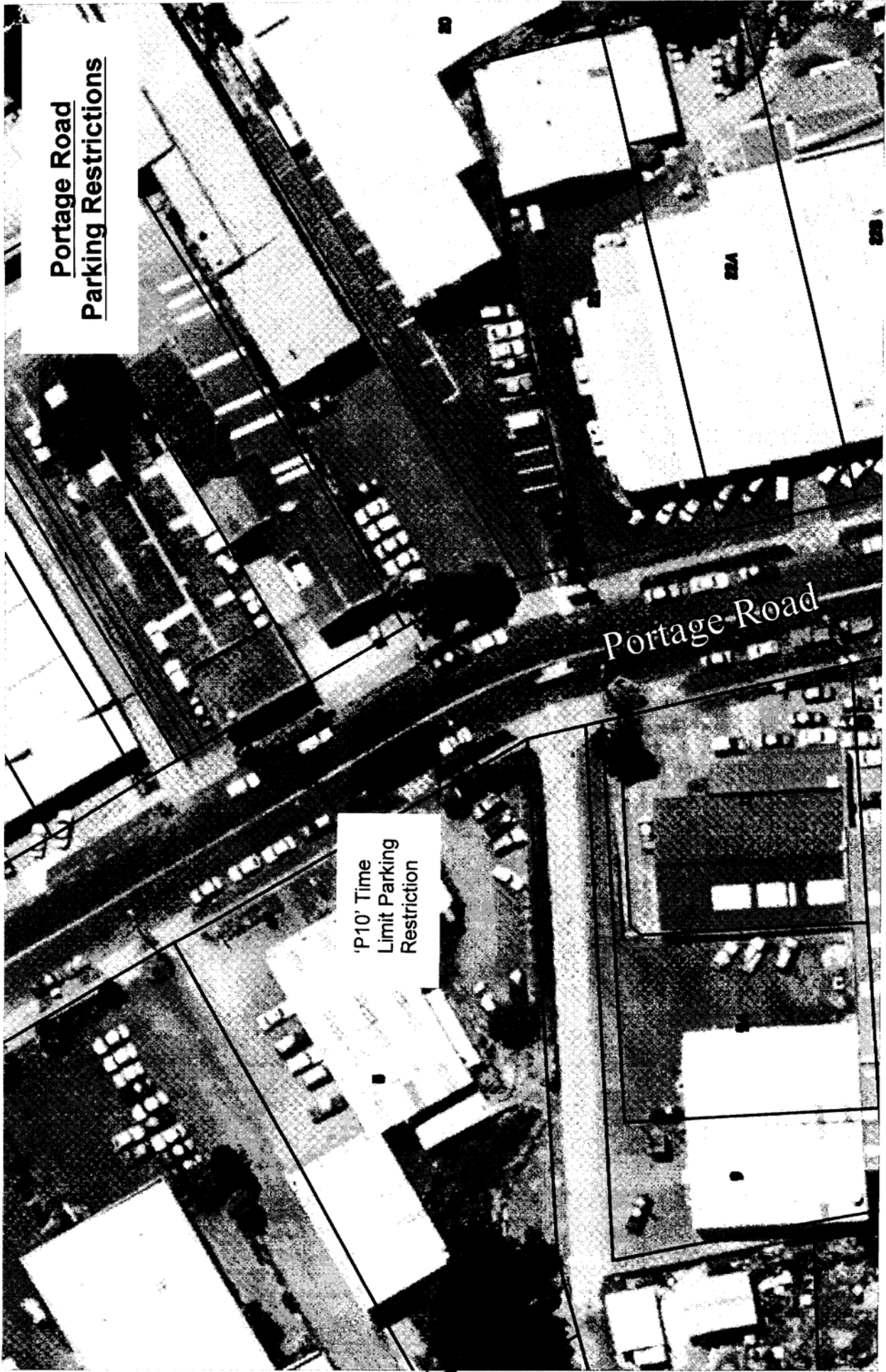
Once the review and assessment of the alternative management options for the New Lynn Community Centre is complete, a report recommending the preferred management option will be brought back to the Committee for their endorsement.

**RECOMMENDATIONS**

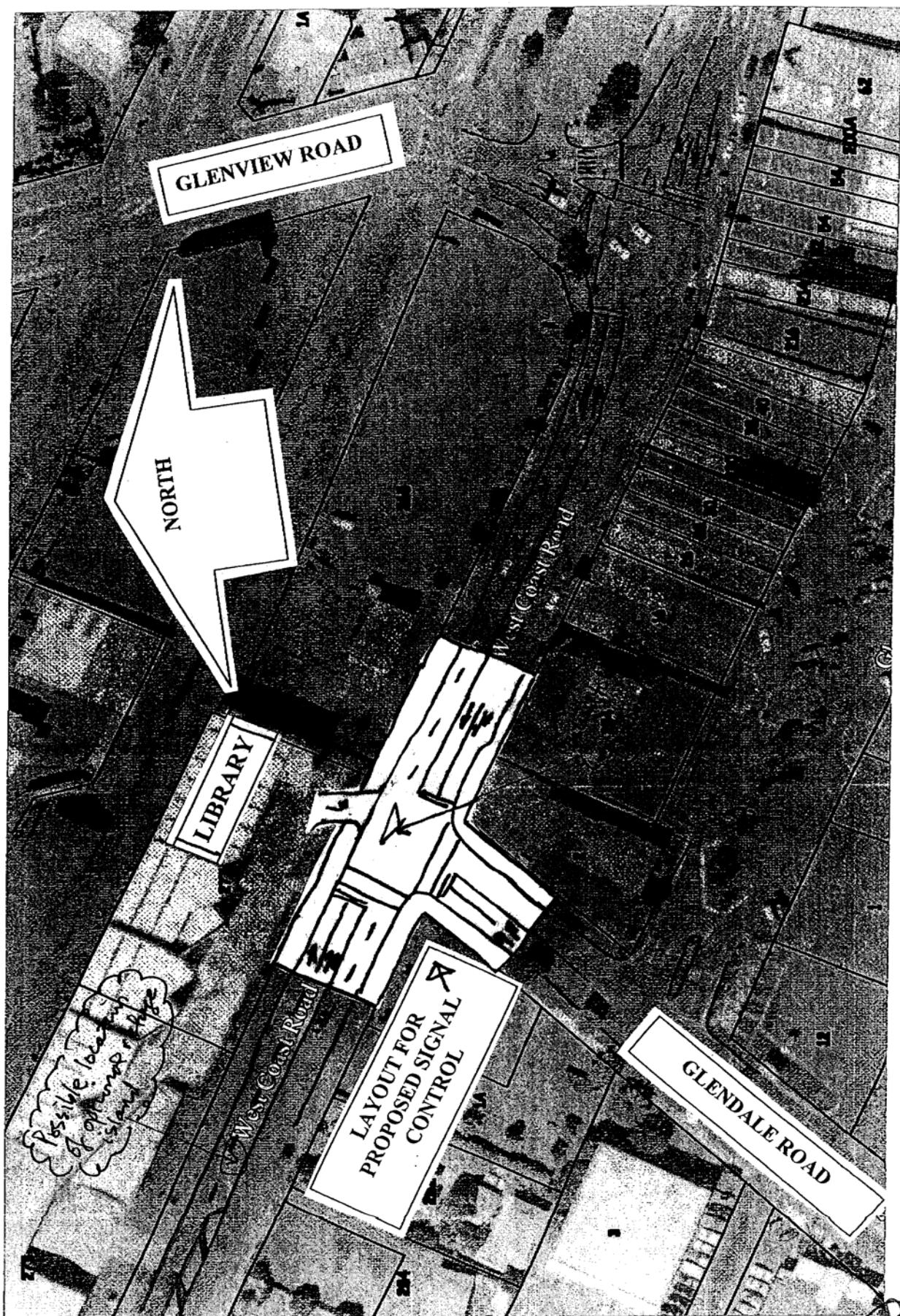
1. That the information be received.
2. That the Committee endorse the proposed management options to be considered for the future management of the New Lynn Community Centre.
3. That the Committee endorse the proposed criteria to be used in the assessment of the future management of the New Lynn Community Centre.
4. That the Committee endorse the proposed actions required to be undertaken for assessing the proposed management options of the New Lynn Community Centre.

Report prepared by: Danny O'Donnell, Leisure Planner.

Portage Road  
Parking Restrictions



'P10' Time  
Limit Parking  
Restriction

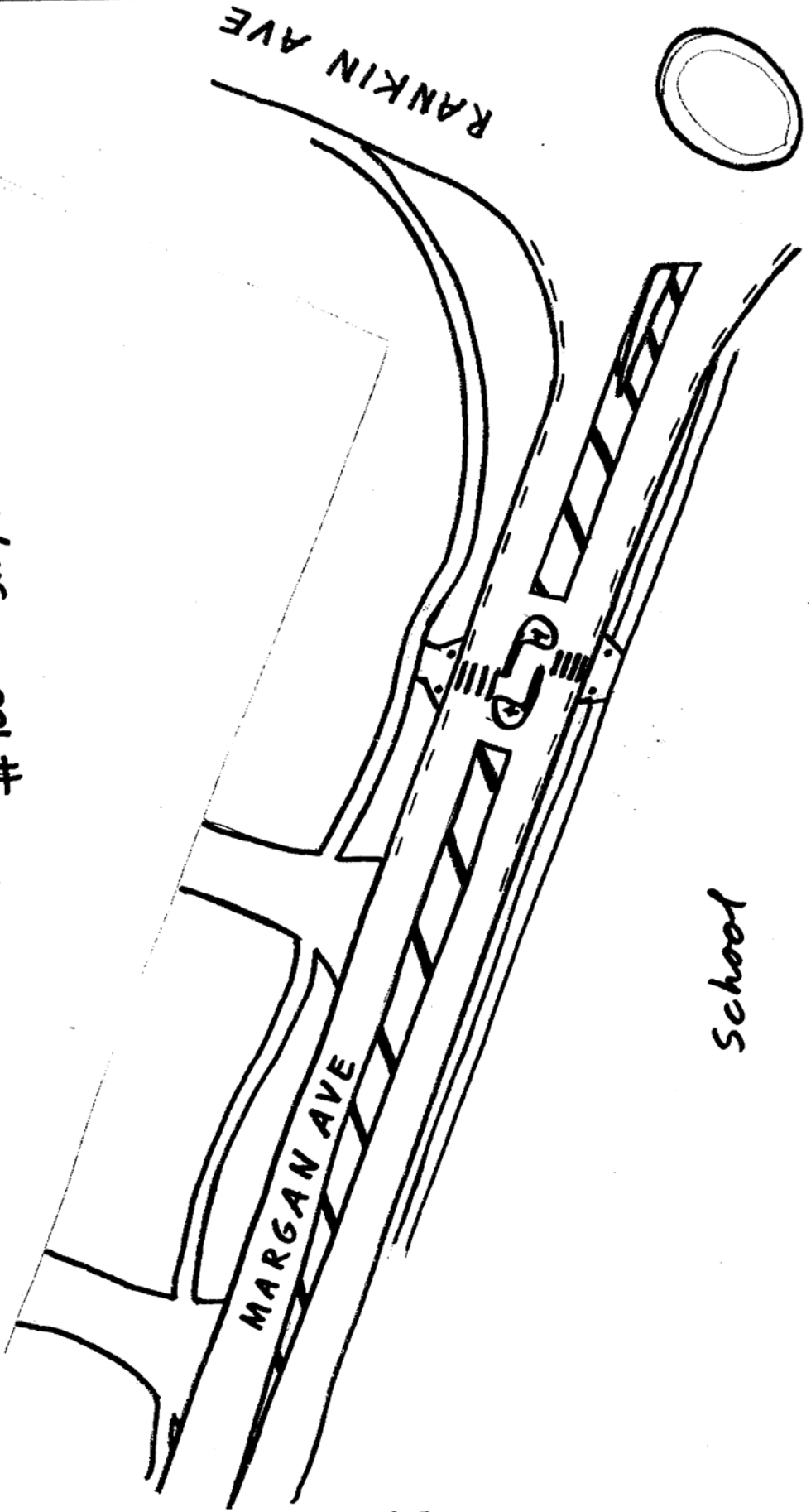


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MARGAN AVE  
PEDESTRIAN CROSSING

# 108 shops



School

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