

**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, 30 JUNE 2003,
COMMENCING AT 7.30 PM.**

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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, 30 JUNE 2003, COMMENCING AT 7.30 PM.

1 APOLOGIES



2 CONFIRMATION OF MINUTES

Ordinary - 9 June 2003

RECOMMENDATION

That the minutes of the Ordinary Meeting of the New Lynn Community Board held on Monday, 9 June 2003, 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 Board 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 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.



5 CHAIRPERSON'S REPORT

MEDITATIONS ON THE ANNUAL PLAN

I wonder if Council staff feel that a motor rally through the Swiss Alps would be easier and more serene than getting the 2003/2004 Annual Plan and Long Term Council Community Plan all wrapped up by the end of the 2003 financial year - 30 June.





About twice as many submissions as last year, and the new statutory requirement to produce the long term plan as well as the annual plan, have put a huge extra burden on staff. They have had to manage with no more time, money, or tolerance for error than before: now it is done, and I congratulate co-ordinator Dick Guy and everyone concerned. And thank them all for managing to keep smiling.

And I commiserate with Councillors who have had the miserable task of dividing the rate take between so many needs and legitimate wishes.

As your Chairman I have been present at the hearings and deliberations. I saw that most requests for help or money are not self-seeking. They are from people who only want to help and serve our world and its people. There is so much goodwill and energy, ready and willing to put together the material structure of a better life. Only lack of money holds them back. Why? Money is not a thing; it is a human system that facilitates or hinders the flow of goods and services. If this system works badly, as it obviously does, why can it not be altered? We are the species that has dared to tinker with the very stuff of life by altering DNA. Yet we dare not alter a financial system that prevents us doing what we want to do, and have the physical resources to do. Why?

Issue	Comments	Reporting Council Officer
5. Glen Eden Primary School Traffic Issues	As approved by the Board at its last meeting, the traffic controls would be in place by the end of June 2003.	Honwin Shen  836 8000 Ext 8738
6. Shopping Trolleys in Streams	<p>At its meeting held on 10 June 2003, the Environmental Management Committee considered a report on 'Shopping Trolleys In Streams' and passed the following resolution:</p> <p><i>"1. That the Memorandum of Understanding between Waitakere City Council and</i></p> <ul style="list-style-type: none"> <i>• Progressive Enterprises Limited;</i> <i>• Foodstuffs Auckland Limited;</i> <i>• The Warehouse Limited;</i> <i>• Coles Myer New Zealand Holdings Limited (Trading As Kmart New Zealand);</i> <i>• Briscoes (New Zealand) Limited;</i> <p><i>be approved and that the Chief Executive be delegated authority to execute the Memorandum of Understanding.</i></p> <p><i>2. That Cr Brady be the representative for the Steering Group on a voluntary basis.</i></p> <p><i>3. That a copy of the Shopping Trolleys in Streams report be forwarded to the New Lynn and Henderson Community Boards and that the Boards be asked to nominate one representative to the Steering Group on a voluntary basis.</i></p> <p><i>4. That a report be brought back to the Environmental Management Committee in November 2003 advising progress on the implementation of the Memorandum of Understanding with supermarket operation."</i></p> <p style="text-align: right;"><i>1172/2003</i></p> <p>A copy of the report is attached for the Board's information at pages A1-A9 and that the Board is requested to appoint its representative to the Steering Group.</p>	Tony Miguel  836 8000 Ext 8294

A1-A9

REPORTS PENDING			
SUBJECT	DATE REQUESTED	REPORT DUE	REPORTING OFFICER
7. Opou Road Hall	31 March 2003 (335/2003) 7 April 2003 (739/2003 - Finance and Operational Performance Committee)	October 2003 (To Finance and Operational Performance Committee)	Polly O'Brien  836 8000 Ext 8559
8. Golf Road/Portage Road Roundabout	Work to install traffic controls as approved at the Board's meeting on 3 March 2003, awaits relocation of Watercare Services underground pipes.	3 November 2003	Hussam Abdul-Rassol  836 8000 Ext 8961
9. Titirangi Village Parking and Traffic Issues	5 May 2003 (857/2003) Council staff are meeting a representative group of business people every two weeks to try and resolve parking and other matters in Titirangi. A number of sites have been identified where possible parking facilities could be provided. These are being investigated more fully at present. Road signage and parking signage is also being considered. The right turn out of South Titirangi Road is also being considered.	August 2003 (For the Board and City Development)	Ross Hill  836 8000 Ext 8737
10. Traffic Hazard at Claridge Street and Roick Parade Caused by Parking Congestion	5 May 2003 (849/2003)	4 August 2003	Ross Hill  836 8000 Ext 8737

REPORTS PENDING			
SUBJECT	DATE REQUESTED	REPORT DUE	REPORTING OFFICER
11. Paturua Foreshore Erosion - Results of Coastline Survey	2 December 2001 Public Forum. (343/2003 and 642/2003)	9 June 2004 (To report result of survey of coastline to be carried out in April 2003, October 2003, and April 2004)	Peter Sewell ☎ 836 8000 Ext 8759
12. Glen Eden Citizens Advice Bureau - Interim Accommodation	9 June 2003 Public Forum (1159/2003)	Report on Agenda	Peter Joyce ☎ 836 8000 Ext 8737

RECOMMENDATIONS

1. That the information be received.
2. That a representative of the New Lynn Community Board be appointed to the Steering Group on the Shopping Trolleys in Streams on a voluntary basis.

Report prepared by: Audrey Chan, Committee Secretary.



7 GLEN EDEN CITIZEN'S ADVICE BUREAU TEMPORARY RELOCATION DURING CONSTRUCTION OF NEW LIBRARY

PURPOSE OF THE REPORT

The purpose of this report is to update the Community Board on progress for the securing of temporary premises for the Glen Eden Citizen's Advice Bureau during the period for construction of the new Glen Eden Library/Citizen's Advice Bureau/Service Centre building and associated site works.

BACKGROUND

It was resolved at the 9 June 2003 meeting of this board:

"That the Chief Executive be requested to prepare an urgent report concerning interim accommodation arrangements for Glen Eden Citizens Advice Bureau during the time of construction of the new Glen Eden Library."

1159/2003

A10

At present the Glen Eden Citizen's Advice Bureau operates from a "brick and tile" former residential building on a property, number 26 Glendale Road, Glen Eden which is owned by Council and leased to the Citizen's Advice Bureau organisation. This property is one of three adjacent Lots on Glendale Road, numbers 12, 26 and 32, aerial photograph as attached at page A10, which have been selected as the site for the proposed New Glen Eden Library/Citizen's Advice Bureau building, public space and associated parking area.

The new library and site development is at present being designed by a team of consultants led by Architecture Warren and Mahoney and is at the final detailed design stage. It is intended that, on completion, the Glen Eden Citizen's Advice Bureau be accommodated in the new building and that their existing building be demolished, to

make way for the proposed new three site development. Construction work on the proposed building and site works is scheduled to commence in October 2003.

To maintain continuity of service during the demolition and construction stages of the new Library/Citizen's Advice Bureau project, it was decided to accommodate the Citizen's Advice Bureau in suitable temporary premises within the Glen Eden town centre shopping precinct if possible. During the design stages of the proposed new Library/Citizen's Advice Bureau project development, Council's Project Manager has established contact with local real estate agents, commercial building owners and shop tenants and advised them of the need to secure temporary accommodation for the Citizen's Advice Bureau. Their assistance has been sought by requesting them to inform Council, through the Project Manager, of any potential opportunities for the lease of suitable premises for approximately 12-15 months over the construction contract period.

STRATEGIC CONTEXT

It is Council's current policy to integrate into the design of new libraries, accommodation for an extended range of community, social and advice services. In addition to the traditional library functions, other services to be provided will include, learning centre facilities, the local Citizen's Advice Bureau and a service centre for the provision of Council information, advice and cashier transactions.

It is considered essential that, while the new Glen Eden Library/Citizen's Advice Bureau/Service Centre project is being constructed, the existing quality of Citizen's Advice Bureau service be continued in a temporary location within the town centre and the profile and accessibility provided by its present location is maintained.

ISSUES

Over the past few months a number of suitable or potentially adequate and available premises have been identified within the Glen Eden town centre to date and the following issues have been considered in deciding whether or when to secure a tenancy for the Citizen's Advice Bureau:

- All of the identified premises will be at a higher lease cost than the existing Citizen's Advice Bureau building and therefore it has been considered important to delay entering into a agreement with the owners too early and thereby incurring unnecessary extra rental expenditure.
- However, the result of delaying may mean loss of the opportunity due to the owner accepting another tenant.
- Reticence on the part of building owners who would prefer longer term leases than the relatively short term required for the Citizen's Advice Bureau.
- The cost of fit out required for Citizen's Advice Bureau use. This varies with the qualities and condition of the various premises available.
- The possibility of a better option becoming available with time.
- The selected location, should ideally be as near as possible to the existing Citizen's Advice Bureau so that regular users of the service can continue patronage without having to significantly change their means of access to the Citizen's Advice Bureau premises.

To date, Council's Project Manager has been maintaining a "watching brief" to avoid securing a lease agreement too early. However, with three months left before the new library construction contract commences it is considered that the risks of delaying further, and perhaps losing those accommodation opportunities that are suitable and available, is now becoming critical.

A10

At the time of preparing this report, the library Project Manager, Glen Eden Citizen's Advice Bureau Supervisor and the Chairperson of Waicab have had initial discussions with the legal representative for the owner of two adjacent shops in number 13 Glenmall

Place, aerial photograph as attached at page A10. He has indicated that they are prepared to consider an agreement for lease and internal modification of the two premises for use by the Citizen's Advice Bureau for the period required. Further inspection of the premises and written confirmation and conditions will be sought over the next few days.

CONCLUSION

Council and Citizen's Advice Bureau staff have identified two adjacent shops in Glenmall Place, Glen Eden that can be combined to provide suitable premises for the temporary relocation of the Glen Eden Citizen's Advice Bureau over the period of construction the new Glen Eden Library/Citizen's Advice Bureau development on Glendale Road. Of the potentially suitable tenancy options available in Glen Eden, these premises are considered to be the most acceptable from the points of view of:

- Location;
- Timing for access;
- Existing building condition;
- Ease of internal fit out;
- Lease value in relation to other options;
- Proximity to the existing Citizen's Advice Bureau building.

The legal representative for the building owner has been approached and has indicated that the owner would be willing to consider a 12-15 month lease to Council for the Citizen's Advice Bureau use. Confirmation in writing of the terms and conditions for this proposal are at present being sought. When these are received, Council officers will be in a position assess the viability of the proposal and take further steps to either seek approval to enter into a lease with the owner or pursue one of the tenancy options still available in the Glen Eden town centre.

RECOMMENDATIONS

1. That the information be received.
2. That the New Lynn Community Board recommends to the Finance and Operational Performance Committee that a lease agreement with the owner of the shops at 13 Glenmall Place be negotiated as soon as possible to provide for temporary accommodation for the Glen Eden Citizen's Advice Bureau during construction of the new Library/Citizen's Advice Bureau on Glendale Road.
3. That in the event of the above option not being viable, that another acceptable option be sought and negotiated as soon as possible.

Report prepared by: Peter Joyce, Project Manager: Urban Design.



8 **LEASE TO NEW LYNN RUGBY LEAGUE FOOTBALL CLUB INCORPORATED**

PURPOSE OF THE REPORT

To consider granting a lease of part of Lawson Park to New Lynn Rugby League Football Club Incorporated.

BACKGROUND

A11

Lawson Park is a 2.12 hectare reserve located in New Lynn. It is bounded by Seabrook Avenue and Willerton Avenue. It is shown as open space in the District Plan and the lot on which the Rugby League Clubrooms stand (Section 1, Block V, Hetana Hamlet, Block III, Titirangi Survey District, Survey Office Plan 12265) is classified under the Reserves Act 1977 as recreation reserve. The map attached at page A11 shows the location of the Rugby League Clubrooms on Lawson Park.

The New Lynn Rugby League Club was formed in 1967 and was first granted a lease of part of Lawson Park in 1973. They were granted a further lease in 1982. The club currently has 250 members of which the majority are under 20 years old.

STRATEGIC CONTEXT

A management plan for Lawson Park was adopted by the New Lynn Borough Council in July 1988. This plan specifically recognises that the primary organised use of the park will be for the playing of rugby league and encourages the club to make the best use of the park while protecting the rights of the public to use the reserve.

ISSUES

The New Lynn Rugby League Club has applied for a renewal of their lease on Lawson Park.

Section 54(1)(b) of the Reserves Act 1977 provides that Council may lease to any voluntary organisation part of a reserve for buildings for the purpose of recreational activities. The building is largely owned by the club and there is a continuing demand for the activities they provide.

The Community Leases Policy sets a five-year term as the standard term for a lease. The rent the group will pay has been assessed at the full cost of providing the lease. It is proposed that in the lease the club will acknowledge that the toilets/changing rooms in their building are owned by Council and are to be made available to the public whenever the building is open and in use.

CONCLUSION

The Rugby League Club is well established on Lawson Park and is providing a valuable service from this site. The management plan for the park envisages the club continuing to lease their clubrooms on the park. It is recommended that a lease be granted to the New Lynn Rugby League Football Club Incorporated for the footprint of the building they occupy on Lawson Park.

RECOMMENDATIONS

1. That the information be received.
2. That the Chief Executive be delegated authority to negotiate and execute a lease under Section 54(1)(b) of the Reserves Act 1977 with the New Lynn Rugby League Football Club Incorporated for the footprint of the building they occupy on Lawson Park.

Report prepared by: Alastair Dougal, Solicitor, Legal Services.



9 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.

NEW LYNN COMMUNITY BOARD APPOINTMENTS

OUTSIDE ORGANISATIONS	APPOINTMENT
Auckland Region Community Boards' Association Executive Committee	Gayle Marshall
Keep Waitakere Beautiful Committee	Elizabeth Francke
Glen Eden Citizens Advice Bureau	Ray Kernaghan
Glen Eden Community House Management Committee	Gayle Marshall
Green Bay Community House Management Committee	Brent Peters (Alternate: Pim van der Voort)
COUNCIL COMMITTEES	
Hearings Committee	Elizabeth Francke (Alternate: Ray Kernaghan)
Community Sports Fund Allocation Subcommittee	Brent Peters
WORKING GROUPS	
Harbourview "People's Park" Working Party Voluntary Membership	Pim van der Voort
Wai Care Programme	Gayle Marshall Ray Kernaghan Elizabeth Francke
Project Whau Steering Group	Ray Kernaghan
Herbicide Reduction Working Party	Elizabeth Francke
New Footpath Construction: Budget Allocation	Pim van der Voort
Olympic Park Reserves Management Plan Advisory Group	Brent Peters
Project Twin Streams Steering Group	Ray Kernaghan

GAYLE MARSHALL'S REPORT

A12

Gayle Marshall submitted a report at pages A12 on her activities during the month.

