

**AGENDA FOR A MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE HELD IN
THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON TUESDAY, 2 MAY 2006, COMMENCING AT 7.00 PM.**

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1 APOLOGIES



2 CONFIRMATION OF MINUTES

Meeting Minutes - Tuesday, 4 April 2006

RECOMMENDATION

That the minutes of the Meeting of the Waitakere Community Board held on Tuesday, 4 April 2006, as circulated, be taken as read and now be confirmed.



3 URGENT BUSINESS

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

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

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

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



4 **DECLARATIONS BY MEMBERS**

In accordance with the provisions under Clause 14 of Schedule 7, as read with Section 54(2), of the Local Government Act 2002, Cr Carl Harding has been appointed to the Waitakere Community Board and will be required to make and sign the Declaration in the form prescribed as follows:

"I,, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Waitakere Community, the powers, authorities and duties vested in, or imposed upon, me as a Member of the Waitakere Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act."

To ensure complete compliance with the Act, Councillors appointed to Waitakere Community Board are required to make and sign the Declaration in the same prescribed form as Community Board Members.

Councillor appointment to the Waitakere Community Board (to be appointed by the Council on Wednesday, 26 April 2006):-

Mr C Harding, JP



5 **PRESENTATION**

A DEVELOPMENT CONTRIBUTIONS

Group Manager: Asset Management and Strategic Planner Financial will give a presentation to the Community Board on Development Contributions.



6 **PUBLIC FORUM**

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

- (i) members of the public wishing to address the Board in Public Forum shall furnish their names to the 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 Officer.



7 **CHAIRPERSON'S REPORT**

The Chairperson's Report wasn't available at time of print. The Chairperson will give a verbal Report at the meeting.

RECOMMENDATION


That the Chairperson's Report be received.




Christine Shepherd, JP



CHAIRPERSON








8 **COMMITTEE SECRETARY'S REPORT**

Issue	Comments	Reporting Council Officer
Claude Abel Pond Reserve, Piha	<p>The use of Mr Bruce Waygood's property for the disposal of material from the Claude Abel Pond was discussed at the Piha Residents and Ratepayers meeting on 7 April 2006. The site on Mr Waygood's property seems large enough to cope with the volume of material needed to be cleared out of the pond, however there may be some issues surrounding access to this site. Council would need consent to stock pile this waste material on Mr Waygood's property. All issues will be assessed through the consent process.</p> <p>Following consultation with directly affected parties, a report to the Waitakere Community Board will enable the Board to make a decision on any action taken at Claude Abel Pond and therefore make recommendation for the appropriate funding.</p> <p>The optimal time for works to be undertaken on the pond is between February and April, this is when the pond level is at its lowest and the impacts on wildlife will be at a minimum. It has been agreed with Mr Waygood that no clearance of the pond will occur before February 2007 and Mr Waygood confirmed that his property would still be available at this time.</p> <p>Funding that has already been assigned to this project in 2005/2006 financial year will be carried over to the 2006/2007 financial year.</p>	Tracey Hamilton  836 8000 Ext 8969

Issue	Comments	Reporting Council Officer
<p>Piha Playground Renewal</p>	<p>The Renewal of the Play Facility at Piha Domain is planned for the 2006/2207 Financial Year. Consultation will be undertaken before any plans are drawn up. Survey forms have just been sent out to all the Resident and Ratepayers with properties at Piha and Karekare. 300 survey forms have also been hand delivered to properties immediately around Piha Domain with additional forms going to the following organisations for them to distribute to any interested parties: Piha Library and the Pre School at Les Waygood and Jacki Houtwipper (Piha Kids Community Trust). The closing date for feedback is Friday, 5 May 2006.</p> <p>An informal site meeting with a Council Parks Officer and a Consultant (from Future Landscapes) will be held on Saturday, 29 April 2006 from 10.00am to 12.00pm at the Playground to discuss the project for those who would like to give further input into the design process. This will be held at Piha Bowling Club if the weather is inclement.</p> <p>Once feedback from the informal site meeting and surveys have been processed the Future Landscape Consultant will draw up a concept plan which will be displayed at Piha Library. This will then be emailed through to all parties who gave contact details on the survey form and presented to Piha Resident and Ratepayers on Friday, 2nd June 2006. Feedback from this process will shape further changes/redesigns and the modified plan will then be presented to Waitakere Community Board for approval.</p> <p>The intention is to carry out the physical works in February 2007.</p>	<p>David Barker  836 8000 Ext 8306</p>
<p>Gorse Management For Piha Road, Piha 31 August 2004 Resolution No. 1619/2004</p>	<p>Piha Road gorse management is currently being undertaken. Gorse is being cleared and Native replanting is scheduled to go ahead in May 2006.</p>	<p>Debbie Chapman  836 8000 Ext 8303</p>
<p>Waitakere River Realignment 6 May 2003 Resolution No. 864/2003</p>	<p>A report on the Waitakere River Realignment Project timeline will be presented to Community Board at its July 2006 meeting following adoption of the 2006/2007 Annual Plan.</p>	<p>Grant Jennings  836 8000 Ext 8537</p>

Issue	Comments	Reporting Council Officer
<p>Piha Stream Pedestrian Bridge</p> <p>6 May 2003</p> <p>Resolution No. 865/2003</p>	<p>A presentation has been made to Piha Ratepayers and Residents Executive on the Project Plan and consultation for the replacement of the Piha Footbridge. A full report will be presented to the Waitakere Community Board in June to approve the timeline, design and consultation process.</p> <p>Piha Domain is a City Wide Park and therefore jurisdiction for development on this park resides with the City Development Committee. The recommendation by the Waitakere Community Board will be forwarded to the City Development Committee for approval.</p> <p>All community communiqué will be provided to the Community Board Members.</p>	<p>Grant Jennings</p> <p> 836 8000</p> <p>Ext 8537</p>
<p>Piha Helipad Replacement Officers Report</p>	<p>The Project Plan for the replacement of the Piha helipad was presented to the Piha Ratepayers and Residents Executive showing the timeline and consultation process.</p> <p>Parks are currently preparing to communicate to the directly affected parties (approximately 30 ratepayers and residents) who reside opposite the proposed location of the helipad and residents who overlook the site from Garden Road. This will involve a letter followed by an on site meeting to discuss the proposal. A plan with an explanation of the project will also be displayed in the Library and placed in the Piha News.</p> <p>A full report will be presented to the Board in July on the outcome of the consultation process.</p> <p>Piha Mid Beach (Foreshore area) is identified as a City Wide Park and therefore jurisdiction for development on this park resides with the City Development Committee. Any recommendation by the Waitakere Community Board will be forwarded to the City Development Committee for approval.</p> <p>All community communiqué will be provided to the Community Board Members.</p>	<p>Grant Jennings</p> <p> 836 8000</p> <p>Ext 8537</p>

REPORTS PENDING			
Subject	Date Requested	Report Due	Reporting Officer
Community Hall Review	12 September 2005 Resolution No. 1737/2005	June 2006	Kimberly Rees  836 8000 Ext 8559
Traffic Calming for Seaview Road	7 March 2006 Public Forum	June 2006	Neil Prendiville  836 8000 Ext 8778
McLaren Park Community Project	Officers Report	June 2006	Kimberly Rees  836 8000 Ext 8559
Piha / Karekare and Huia / Cornwallis Local Water Plans	September 2004 Environmental Management Committee	June 2006	Tony Miguel  836 8000 Ext 8294
West Coast Road, Oratia Safety Improvements	7 February 2006 Resolution No. 44/2006	June 2006	Adam Moller  836 8000 Ext 8750

RECOMMENDATION

That the Committee Secretary's Report for Tuesday, 2 May 2006 be received.

Report prepared by: Owena Schuster, Committee Secretary.



9 TRAM VALLEY ROAD, SWANSON – NEW CENTRE LINE

PURPOSE OF THE REPORT

This report seeks the Waitakere Community Board's approval for a new centre line in Tram Valley Road, Swanson.

BACKGROUND

A resident of Tram Valley Road has requested that Council install a centre line in Tram Valley Road to remind drivers to stay on the left hand side of the road and guide drivers along the road.

STRATEGIC CONTEXT

The Waitakere City Council's 'Integrated Transport and Communication' platform provides the strategic context for this report. The vision is for public transport and communications systems that provide fast, effective services, and for city travel facilitated by integrated, environmentally responsible, and innovative design, with a focus on meeting the essential needs of all, for access, communication, and safety.

Centre lines can be applied to calm traffic on roads by restricting vehicles to the left hand side of the road.

ISSUES

Tram Valley Road is a 1.75 kilometre long road providing access to approximately 60 farms, lifestyle blocks and residential properties in rural Swanson. The road is classified as a local road in the District Plan and has a 100km/h speed limit. The estimated daily traffic on the road is less than 200 vehicles per day. There is currently no centre line on this road except on a series of sharp curves in the road outside property numbers 20 and 28.

There is no record of any crashes on this road in the Land Transport New Zealand crash database in the last five years. However not all crashes are recorded in this database, only those that are attended by the police.

A centre line in this road will provide safety benefits by indicating to drivers to stay on the left hand side of the carriageway when traversing Tram Valley Road. Centre lines have also been shown to have a traffic calming effect as by narrowing the lane width average vehicle speeds are reduced. The Land Transport Rule: Traffic Control Devices 2004 allow road controlling authorities to install centrelines on roads only where the width of sealed carriageway is 5.1 metres or more.

A Council Officer has visited the site and surveyed the carriageway width. The width of the sealed carriageway in the first 1310 metres of the road is sufficient to install a centre line. Southwest of this point the carriageway width varies in width between 4.2 and 6 metres, however in most cases the width is insufficient to permit a centreline to be installed.

It is proposed that a centre line be installed in Tram Valley Road between the intersection with Christian Road and the end of the existing centre line outside number 20 and the existing centre line be extended an additional 80 metres southwest.

RESOURCES

The proposed new centre line can be implemented under the 2005/2006 Annual Plan maintenance budgets.

CONCLUSION

The proposed new centre line in Tram Valley Road, Swanson is recommended for improved road user safety.

RECOMMENDATIONS

1. That the Tram Valley Road, Swanson – New Centre Line report be received.
2. That in relation to **TRAM VALLEY ROAD, SWANSON**:
 - (a) That, in accordance with the powers conferred by virtue of the Local Government Act 1974, the Land Transport Act 1998, the Transport Act 1962 and the Waitakere City Council Bylaw No.7, 1991 - Traffic, the following controls be now resolved to be specified and imposed, namely,
 - (i) in **TRAM VALLEY ROAD, SWANSON** a centre line be put in place along the centre of the sealed carriageway from the intersection with **CHRISTIAN ROAD, SWANSON** to a point a further 820 metres southwest of the intersection with **CHRISTIAN ROAD, SWANSON**.
 - (ii) in **TRAM VALLEY ROAD, SWANSON** a centre line be put in place along the centre of the sealed carriageway from a point 1230 metres southwest along the centre of the carriageway from the intersection with **CHRISTIAN ROAD, SWANSON** to a point a further 80 metres southwest of the intersection with **CHRISTIAN ROAD, SWANSON**.
3. That the appropriate signage and/or road markings, in accordance with the provisions of the Land Transport Rule: Traffic Control Devices 2004 – Rule 54002 be hereby approved to be put in place to properly establish, delineate and record the said centre line.

Report prepared by: Jin Jiang Zhong, Transport Engineer and Paul Schischka, Transport Engineer.



10 REDLANDS GROVE, SWANSON - NO STOPPING CONTROLS

PURPOSE OF THE REPORT

The purpose of this report is to seek the Waitakere Community Board's approval for 'No Stopping' controls in Redlands Grove, Swanson.

BACKGROUND

A resident of Redlands Grove has contacted Council requesting that new 'No Stopping' controls be installed in the street where it intersects with Swanson Road. The resident has observed vehicles parked on both sides of this road and is concerned that these vehicles are causing hazard to motorists close to the intersection with Swanson Road.

STRATEGIC CONTEXT

The Waitakere City Council's 'Integrated Transport and Communication' platform provides the strategic context for this report. The vision is for public transport and communications systems that provide fast, effective services, and for city travel facilitated by integrated, environmentally responsible, and innovative design, with a focus on meeting the essential needs of all, for access, communication, and safety.

'No Stopping At All Times' controls can be applied to ensure efficient, safe movement on roads by keeping traffic lanes and visibility lines clear.

ISSUES

Redlands Grove is 7.9 metres wide kerb to kerb. When cars are parked on both sides of Redlands Grove the remaining clear carriageway is narrowed to such an extent that only one vehicle can pass between the parked cars. The intersection with Swanson Road is very busy and vehicles turning into Redlands Grove, especially those turning right, must move off Swanson Road quickly so as not to conflict with other traffic at the intersection. Drivers entering Redlands Grove may not notice oncoming vehicles in Redlands Grove blocking the gap between parked cars until they have already started to turn from Swanson Road and this is a potential safety hazard.

It is therefore recommended to install 'No Stopping' line on both side of Redlands Grove where it intersects with Swanson Road in order to prevent drivers from parking in a location which will create potential hazards to the through traffic.

A consultation letter outlining the proposed changes was sent to the properties near by. One favorable response was received

A1 The locations of the proposed 'No Stopping' controls are indicated at page A1.

RESOURCES

The proposed road markings can be implemented under the 2005/2006 Annual Plan transport assets maintenance budget.

CONCLUSION

The proposal to install 'No Stopping' controls in Redlands Grove is recommended to improve road user safety.

RECOMMENDATIONS

1. That the Redlands Grove, Swanson - No Stopping Controls report be received.
2. That in relation to **REDLANDS GROVE, SWANSON:**
 - (a) That, in accordance with the powers conferred by virtue of the Local Government Act 1974, the Land Transport Act 1998, the Transport Act 1962 and the Waitakere City Council Bylaw No.7, 1991 - Traffic, the following controls be now resolved to be specified and imposed, namely,
 - (i) on the east kerb line of **REDLANDS GROVE, SWANSON** starting from a point where the kerb line meets the north kerb line of **SWANSON ROAD, SWANSON** and extending to a point a further 14 metres north along the north kerb line a new **NO STOPPING AT ALL TIMES** control be put in place.
 - (ii) on the west kerb line of **REDLANDS GROVE, SWANSON** starting from a point where the kerb line meets the north kerb line of **SWANSON ROAD, SWANSON** and extending to the south edge of the vehicle crossing of property 2 **REDLANDS GROVE, SWANSON** a new **NO STOPPING AT ALL TIMES** control be put in place.

3. That the appropriate signage and/or road markings, in accordance with the provisions of Land Transport Rule: Traffic Control Devices 2004 – Rule 54002 be hereby approved to be put in place to properly establish, delineate and record the said intersection priority controls.

Report prepared by: Jin Jiang Zhong, Transport Engineer.



11 CROWS ROAD, SWANSON - NEW STOP CONTROLS

PURPOSE OF THE REPORT

The purpose of this report is to seek the Waitakere Community Board's approval for two new 'Stop' controls in Crows Road, Swanson at the intersections with Birdwood Road and with Sunnyvale Road, Swanson.

BACKGROUND

During a recent site visit by Council officers to Crows Road it was noticed that the priority for vehicles at the intersection of Crows Road with both Birdwood Road and Sunnyvale Road were ambiguous.

STRATEGIC CONTEXT

The Waitakere City Council's 'Integrated Transport and Communication' platform provides the strategic context for this report. The vision is for public transport and communications systems that provide fast, effective services, and for city travel facilitated by integrated, environmentally responsible, and innovative design, with a focus on meeting the essential needs of all, for access, communication, and safety.

'Stop' controls can improve road user safety at intersections by better defining turning priorities and reminding drivers of the need to stop when they do not have priority.

ISSUES

Crows Road and Sunnyvale Road intersect at an uncontrolled 'T' junction. Both roads are classified as local roads and there are approximately 4100 vehicle movements per day at the intersection. The majority of these movements is on Sunnyvale Road passing through the intersection. There are low volumes of traffic in Crows Road; it is recommended the traffic control be installed in Crows Road.

The section of Birdwood Road which intersects with Crows Road is classified as a collector road. As Crows Road is classified as a local road, it is therefore recommended to install the traffic control in Crows Road.

Council officers have measured the sight distance for drivers approaching both of the intersections from Crows Road. The sight distance measured is less than 120 meters, which comply with the requirement of a 'Stop' sign according to the 'Manual of Traffic Signs and Marking'.

There is no record of any accidents involving failure to give way at these two intersections in the Land Transport New Zealand's accident database. However this database does not contain a complete list of all accidents, especially minor or non-injury accidents and it is possible one or more unreported accidents may have occurred at this intersection.

As the cost of implementing two new 'Stop' controls are small in comparison to the potential effects of an accident it is recommended that two new 'Stop' controls be approved at these two intersections

A2-A3

The locations of the proposed new 'Stop' controls are indicated on pages A2 to A3.

RESOURCES

The proposed new 'Stop' controls can be implemented under the 2005/2006 Annual Plan maintenance budgets.

CONCLUSION

The proposal to install two new 'Stop' controls in Crows Road at both intersections with Birdwood Road and Sunnyvale Road is recommended to improve road user safety.

RECOMMENDATIONS

1. That the Crows Road, Swanson – New Stop Controls report be received.
2. That in relation to **CROWS ROAD, SWANSON**:
 - (a) 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 controls be now resolved to be specified and imposed, namely,
 - (i) that a new '**STOP**' control be put in place on **CROWS ROAD, SWANSON** where it intersects with **BIRDWOOD ROAD, SWANSON**.
 - (ii) that a new '**STOP**' control be put in place on **CROWS ROAD, SWANSON** where it intersects with **SUNNYVALE ROAD, SWANSON**.
3. That the appropriate signage and/or road markings, in accordance with the provisions of Land Transport Rule: Traffic Control Devices 2004 – Rule 54002 be hereby approved to be put in place to properly establish, delineate and record the said intersection priority controls.

Report prepared by: Jin Jiang Zhong, Transport Engineer.



12 A REVIEW OF OPERATIONS AT PIHA DOMAIN CAMPGROUND

PURPOSE OF THE REPORT

The purpose of this report is to update the Waitakere Community Board on the operations of the Piha Campground, Piha Domain, Piha.

BACKGROUND

The Piha Domain Campground forms part of the Piha Domain reserve, on the southern side of Seaview Rd, near Lion Rock, within easy walking distance to Piha Beach. The camp ground has 122 sites, with 40 of these sites offering power. The camp ground has a sealed entrance with an electronic gate entrance way, installed by the Tenant.

There are a number of buildings on the site:

- An office and dwelling, with a single garage;
- An ablution block building;
- A kitchen, laundry and services building (the old Piha school building);
- A double garage;
- A water bore pump shed and water treatment shed;
- A boiler shed, powered by gas to provide hot water to the laundry and kitchen.

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

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

In accordance with the policies of the Piha Reserves Management Plan, Waitakere City Council (the landlord) entered in a lease agreement for a ten year period, with Fiona Anderson and Robert Anderson (the tenant), that will expire in 10 April 2010. As per the terms of the lease, the rent was reviewed in April 2005. Council engaged Bristow Barbour Walker to value the camp ground and assess its current market rental. It is recommended that the current annual rent remain unchanged, and a set of audited accounts are to be presented.

STRATEGIC CONTEXT

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

ISSUES

In the past year, Council has held a number of meetings with the tenant of the camp ground, Fiona Anderson, on the operation of the camp ground. The agreed changes in the operation of the camp ground are summarised below.

Piha Camp Ground Toilets

Council has agreed to take over the cleaning and maintenance of the toilets at the camp ground, as they are public toilets from 7.00 am – 10.00 pm. The cleaning and maintenance of the camp ground showers remains the responsibility of the tenant.

The Camping Grounds Regulations 1985

The Camp ground is to operate, at all times, in accordance with these regulations. Council will implement a regular audit of the camp grounds to ensure the terms of schedule 2 – ground maintenance, outlined in the lease, are followed. The audit will be on a monthly basis between October – March and bi monthly between April – September.

Pruning of Pohutukawa Trees

Council will take over this responsibility.

Commercial Business Operating out of the Campground

The operation of a commercial business within the camp ground by campers on a camp ground site is not permitted.

The Storage of Material Under and Around Caravans

Council requires that all occupiers of camp ground sites, store their property within the caravan and awning.

Long Term Occupiers

Section 44 of the Reserves Act 1977 deals with unauthorized use of reserves. Section 44(2) states that “except with the consent of the Minister, the owner of any vehicles, caravan, tent or removable structure shall not permit it to remain on a reserve for a total period of more than 4 weeks during the period commencing on the 1 day of November in any year and ending with the 31 day of March.”

As the Piha camp ground is located within the Piha Domain reserve, this section of the Reserves Act must be observed by the Tenant.

Permanent Caravans

A year ago there were 40 permanent caravans on the 40 powered sites, in the camp ground, leaving little space for casual occupiers.

The permanent siting of a vehicle/ caravan / bus / house truck / tent or any other structure, for more than four weeks, between 1 November and 31 March, is in breach of section 44(2) of the Reserves Act 1977.

Council has obtained the consent of the Department of Conservation for twenty caravans to remain permanently on site at the camp ground. Council has set the following conditions:

- (a) The reduction of permanent caravans to twenty sites is to occur by 30 June 2007.
- (b) All permanent awnings and structures attached to or adjacent to the caravan / bus or other vehicle are to be removed by 30 June 2007. It is the understanding of Council that these structures do not have a building and resource consent. The Building Act does not allow for retrospective consent.

- (c) That any caravan to be permanently left on site must have wheels and be mobile and that should demand exist for more than twenty powered sites within the camp ground, then the tenant of the camp ground is authorised to move unoccupied caravans to another place within the reserve.
- (d) That the period of permanent occupation for the caravans be granted for an initial trial period for no longer than twelve months (effective from 1 July 2007).
- (e) That should Council wish to request a further term of occupation by the twenty unoccupied caravans after the initial trial twelve month period has expired, a report be supplied to the Department of Conservation describing the outcomes of the Council to locate alternative storage sites.

With this approval from the Department of Conservation, Council has now engaged a property valuer to recommend the annual rent for a caravan to remain permanently on site at the campground. Once this information is received, Council will draft terms & conditions for the twenty permanent caravans.

The owners of the caravans and structures have been advised in writing of the above decision by the Tenant. The caravan owners have requested a meeting with Council representatives in early May.

The decision on which caravans shall remain will be at the discretion of the Tenant, but may be influenced by the new terms & conditions yet to be drafted.

Electrical Warrants for Caravans

Evidence that each caravan on site has an electrical warrant of fitness, is required, from the Tenant, no later than the 20 February in each year.

Relocatable Cabins

Approval for up to six relocatable cabins was included in the Piha Reserves Management Plan, adopted September 1999, and the installation of these cabins was approved by the Waitakere Community Board, 4 November 2003.

As per section 44(2) The Reserves Act 1977, the Department of Conservation has approved these six relocatable cabins provided:

- (a) A resource consent is completed by Council.
- (b) That once located within the camping ground, the cabins are not permanently leased out, or to the same applicants or families each year, and are made available for use to any interested member of the public.
- (c) That the requirements of section 44 of the Reserves Act 1977 are observed by Council.
- (d) That the cabins retain their relocatable characteristics and do not become semi permanent.
- (e) That the cabins comply with the requirements of the Building Act 1991 and the Camping Ground regulations 1985.

In addition to the above requirements Council will approve the location and colour of the cabins.

Piha Motor Camp Charges as per Schedule 4 of the Lease Agreement

The camp ground charges have not been reviewed since 2000. Council has engaged property valuers to assess current camp charges. It is recommended that a report to the Finance & Operational Performance Committee is presented, approving any changes to the current fees. The fee changes will also require consent from the Dept of Conservation.

Other Improvements

A review of the camp ground operations has highlighted concerns over the economic viability of the camp ground and type of services offered. Such concerns include:

- The security of campers during their visit. As the camp ground is in a reserve, the public have freedom of access through the camp ground and into the kitchen and other camp facilities;
- The condition of the kitchen, laundry and shower facilities;
- The condition and efficient use of rooms within the kitchen/laundry/services building;
- The condition and ownership of chattels.

It is recommended that a report is presented to the Long Term Council Community Special Committee outlining the improvements at the Piha Domain camp ground.

RESOURCES

The review of the rent, camp ground operations and charges at the Piha Domain camp ground can be implemented from the existing 2005/2006 Annual Plan Parks budget.

CONCLUSION

The Piha Domain camp ground is the only short term stay camping ground in the City. Its value and importance is recognised in the Piha Reserves Management plan. A review of the annual rent to be paid by the tenant to Council, has recommended no change to the sum paid.

A review of the operations of the camp ground has resulted in a number of changes, which will result in more efficiency and, hopefully, improve the experience of staying at the campground. These changes include:

- (a) That the number of permanent caravans at the Piha Domain camp ground will not exceed the number approved by the Department of Conservation, from 1 July 2007.
- (b) That the Piha Domain camp ground operates in accordance with the terms and conditions for permanent caravans set by the Department of Conservation and Waitakere City Council.
- (c) That all structures attached or adjacent to a caravan be removed by 30 June 2007.
- (d) That Council become responsible for the daily maintenance of the Piha Domain toilets.
- (e) That Council become responsible for the pruning of the trees in the leased area of the Piha Domain campground.
- (f) That the Tenant of the Piha Domain campground be reminded that the camp ground must operate at all times in accordance with the Camping Grounds Regulations 1985, and the relevant provisions of the Reserves Act 1977.

The need for further improvements at the Piha Domain camp ground will be the subject of a separate report to the Long Term Council Community Special Committee.

RECOMMENDATIONS

1. That the Review of Operations at Piha Domain camp ground report be received.
2. That the Chief Executive Officer be given the authority to re-negotiate the lease with the Tenant of the Piha Domain campground to give effect, where necessary, the agreed changes outlined in this report.
3. That a report be presented to the Finance and Operational Performance Committee on campground charges.

4. That a report be presented to the Long Term Council Community Special Committee with a recommendation for the funding of improvements at the Piha Domain campground.

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



13 **PROPOSED OPTIONS TO RESOLVE SPEEDING AND DANGEROUS DRIVING ISSUES IN PIHA ROAD AND SCENIC DRIVE, WAITAKERE**

PURPOSE OF THE REPORT

The purpose of this report is to advise the Waitakere Community Board of various options to resolve speeding and dangerous driving issues on Piha Road and Scenic Drive, Waitakere.

BACKGROUND

At the Waitakere Community Board meeting, Tuesday, 7 February 2006, the Board resolved as follows:

“That the Chief Executive Officer be requested to provide a report to the Waitakere Community Board on options to resolving the issue of speeding and dangerous driving on Piha Road and Scenic Drive, Waitakere”.

34/2006

STRATEGIC CONTEXT

The Waitakere City Council's 'Integrated Transport and Communication' platform provides the strategic context for this report. The vision is for public transport and communications systems that provide fast, effective services, and for city travel facilitated by integrated, environmentally responsible, and innovative design, with a focus on meeting the essential needs of all, for access, communication, and safety.

Implementing the recommendations of crash reduction studies is a critical input into reducing vehicle crashes and road user injuries in Waitakere City.

ISSUES

Piha Road and Scenic Drive are district arterial routes with approximately 4,000 vehicles per day. A search of the Land Transport New Zealand database reveals a total of 104 reported crashes on Piha Road and 140 reported crashes on Scenic Drive for the 5 years from 2001 to 2005. The major crash type along these routes involves loss of control on bends.

Piha Road and Scenic Drive are rural open roads where the maximum legal speed is 100km/h. One of the problems with rural open roads is motorists traveling at high speeds for the road conditions. Some options to reduce speeding and dangerous driving on rural roads like Piha Road and Scenic Drive are as follows:

- More road safety education to encourage motorists to drive at speeds appropriate for the road conditions and promote driving to suit the physical characteristics of the road, rather than the standard rural speed limit of 100km/h;

- More police enforcement;
- Investigate and carry out safety improvement works on stretches of Piha Road and Scenic Drive with specific problems.

In 2003, a Crash Reduction Study was carried out that identified a programme of works to improve road safety throughout the City. This programme has been gradually implemented over the last three years, and Piha Road and Scenic Drive will be implemented during 2005/2006. The proposed safety improvements for Piha Road and Scenic Drive include the following:

- Improvements to road marking and delineation to make the road alignment more legible for drivers, especially at night;
- Additions of traffic controls such as curved warning and advisory speed signs, chevron curve indicators, advance directional signs and no over taking restrictions where appropriate.

RESOURCES

Funding for Piha Road and Scenic Drive Route Treatments is allocated from the line item for Accident Investigation Studies Physical Works in the 2005/2006 Annual Plan.

CONCLUSION

Piha Road and Scenic Drive have high numbers of loss of control crashes. Options to resolve speeding and dangerous driving issues include more road safety education, more police enforcement and carry out safety improvement works on stretches of roads with specific problems.

Piha Road and Scenic Drive safety improvement works will be carried out during 2005/2006 and are funded from the Accident Investigation Studies Physical Works budget.

RECOMMENDATION

That the Proposed Options to Resolve Speeding and Dangerous Driving Issues in Piha Road and Scenic Drive Waitakere report be received.

Report prepared by: Vinh Bui - Senior Transport Engineer, Transport Assets.



14 LEASE OF OWEN'S GREEN

PURPOSE OF THE REPORT

The purpose of this report is to present recommendations to the Waitakere Community Board on the preferred leaseholder for part of Owen's Green in Laingholm.

BACKGROUND

The property in question is located at 436B Huia Road, Laingholm and is part of Owen's Green (Lot 1, DP132139). This park is a reserve of 13.59 hectares and is classified as a recreation reserve under the Reserves Act 1977.

A4

The Laingholm Riding Club commenced a month by month occupation of part of the park in 1991 and in 1995 was granted a five year lease. The most recent lease with Council commenced on 1 March 2001 for a term of five years at an annual rental rate of \$2,000 + GST. Laingholm Riding Club has a good tenant history with Council and has fully met its obligations as leaseholder of this property to date. A map of the area leased by the Laingholm Riding Club is attached at page A4.

In December 2005, Council's Leisure Services received a letter from the Muddy Creek Riders Incorporated that stated their wish to lease this property once the current lease, held by the Laingholm Riding Club, expired on 28 February 2006. Laingholm Riding Club also expressed their interest in continuing to lease part of Owen's Green.

Under Council's community lease procedures, both the Laingholm Riding Club and Muddy Creek Riders Inc. were requested to submit an *Application for a Lease Renewal / New Lease for Land from Waitakere City Council* and were provided with the *Leasing land or buildings from Council 1998* guideline document which outlines the process Council would undertake in determining the appropriate lessee for this property.

An *Application for a New Lease for Land and/or Building from Waitakere City Council* for this property was received from Muddy Creek Riders on 12 January 2006. An *Application for a Lease Renewal from Waitakere City Council* for this property was received from Laingholm Riding Club on 23 March 2006.

The Community Lease Application Committee (including officers from Leisure Services, Parks Planning and Legal Services) met on 28 March 2006. This Committee reviewed both applications for lease of this property in detail and made the recommendations presented later in this report.

STRATEGIC CONTEXT

Council's strategic objective for leisure is that a comprehensive range of leisure, recreation and sports services and facilities are provided.

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

To improve the well being of the City's people and communities, the Council provides and supports a diverse range of leisure opportunities through facility operation and development, direct funding, assistance to access other funding, and support of activity initiatives.

Under the Community Leases policy it is Council's practice to grant five year leases as standard. A five year right of renewal at Council's discretion is usually also written into these leases.

ISSUES

Since 1992, when the Laingholm Riding Club became an incorporated society, it has held a lease on this property. Council acknowledges that the Laingholm Riding Club has proven to be a good tenant over the years and has fully met its obligations as a leaseholder.

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

Muddy Creek Riders club have 11 horses (approximately the same number of horses as Laingholm Riding Club) currently located in the Muddy Creek area of Parau where they have provided riding lessons, free pony rides on Sundays, and special activities for the community throughout this past summer.

It is important to note that the property at Owen's Green can only support a maximum of eight horses in the winter season and 12-14 horses in the summer dry season. Therefore the prospect of the two clubs sharing the property between them is impracticable due to the limited resources of the property.

Having already operated on this property for over ten years, the Laingholm Riding Club has developed numerous practical 'assets' on the property which include; an extensive corral area, a hay shed, a covered area, a storage shed, many posts & rail jumps, and a flat arena area that is used for providing riding lessons in the summer. The Laingholm Riding Club began construction of an all-season arena approximately 18 months ago (that would enable year round riding sessions to take place) and is prepared to fundraise and apply for funding support (outside of Council) to complete the construction. It is recognised by Council's Leisure Services that a year round equestrian riding facility / arena in the Laingholm area would be a valuable recreational asset to the community.

The Laingholm Riding Club has provided a detailed five year Strategic Plan along with their lease renewal application that, amongst other things, identifies how members of other riding clubs and/or the community who wish to use the facilities on this property are able to do so.

Assessment Criteria

Under Council's Community Assistance Policy, the guideline document *Leasing land or buildings from Council 1998* identifies how lease applications will be assessed and lists the criteria that applications can be measured against. Amongst this list, the following criteria were determined by the Community Lease Application Committee to be the most applicable towards assessing the applications for this property.

- Groups able to demonstrate a proven need for the services they offer and that this need will be maintained over the period of the lease;
- Groups able to demonstrate that there is strong community support for the services they offer;
- Groups who can show that they will remain viable over the period of the lease. In assessing this Council will consider:
 - The track record of the group;
 - Their ability to meet the terms of the lease;
 - Financial information provided by the group such as annual financial statements.
- Groups who can demonstrate that they will use their facility on a regular basis, both during the day and in the evening, and/or that they will share with other groups to ensure the facility is fully utilised.

In their applications to Council, both the Laingholm Riding Club and the Muddy Creek Riders have been assessed as equal in regards to the first two criteria. Both clubs have adequately proven the *need* for the equestrian service in the area and both have demonstrated strong community support for each of their clubs.

However, regarding the last two criteria, the Laingholm Riding Club has provided substantially more detail than the Muddy Creek Riders club in their application (particularly regarding future plans for improved public use of the property both for other riding clubs and the general community). The Muddy Creek Riders also requested that the property be leased to them free of charge whereas the Laingholm Riding Club would continue to pay the \$2,000 + GST annual rental. Laingholm Riding Club has therefore been rated higher overall using the lease application assessment criteria.

RESOURCES

The most recent lease on this property with the Laingholm Riding Club had an annual rental rate of \$2,000 + GST.

Muddy Creek Riders requests in their lease application form that Council lease the property to them without rent for the first five years.

CONCLUSION

As outlined above, the Laingholm Riding Club has held a lease on this property since 1992 with a good tenancy history and it has fully met its obligations as leaseholder to Council to date. The Laingholm Riding Club has substantial investment and assets on the property which it has developed over the years. Laingholm Riding Club has also provided detailed documentation regarding continued improvement and development of the property, not only for club use but also for the public / community at large.

Due to the limited resources of the property, it is not an option for the two clubs to share use of the property in terms of grazing and maintenance of the site.

Muddy Creek Riders club is currently operating out of property in the nearby community of Parua where the club has successfully provided services to the community such as: riding lessons, free pony rides on Sundays, and other community activities during the past summer months.

It was noted by the Community Lease Application Committee that to award the lease to the new riding club (i.e., Muddy Creek Riders) would result in considerable hardship and displacement to the Laingholm Riding Club who would therefore be in search for new premise to operate from.

Using the four assessment criteria areas, both clubs weighed-up equally regarding the first two criteria, however, the Laingholm Riding Club rated higher than Muddy Creek Riders on the last two criteria. Consequently Laingholm Riding Club has rated higher than Muddy Creek Riders in the overall assessment.

Therefore, based on the detailed review of the applications submitted by the clubs, it is recommended that Council maintain the status quo by renewing the lease of this part of Owen's Green to the Laingholm Riding Club.

RECOMMENDATIONS

1. That the Lease of Part of Owen's Green, Laingholm report be received.
2. That the Chief Executive be delegated authority to negotiate and execute a lease under section 54 (1)(c) of the Reserves Act 1977 with the Laingholm Riding Club for part of Owen's Green (Lot 1, DP 132139) for a period of 5+5+5 years at an annual rental of \$2,000 + GST.

Report prepared by: Kimberly Rees, Project Leader Community Resources, Leisure Services.



15 BOARD MEMBERS' REPORTS

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

WAITAKERE COMMUNITY BOARD APPOINTMENTS

OUTSIDE ORGANISATIONS	APPOINTMENT
Auckland Region and Far North Community Board Association Executive Committee	Christine Shepherd Diane Goodley
Glen Eden Citizen Advice Bureau	Diane Goodley
Keep Waitakere Beautiful	Christine Shepherd
Huia/Cornwallis Local Water Agenda Steering Group	Robin Taylor Diane Goodley
McLaren Park Community Project Steering Group	Diane Goodley
Piha/Karekare Local Water Agenda Steering Group	Kubi Witten-Hannah Robin Taylor
The Weedfree Waitakere Trust	Diane Goodley
West Coast Plan Liaison Group	Monique Davis
Council/Police Liaison Group	Kubi Witten-Hannah
COUNCIL COMMITTEES	
Community Sport Fund Allocation Subcommittee	Monique Davis Diane Goodley
Hearings Committee	Robin Taylor Kubi Witten-Hannah
Kay Road Balefill Site Management Committee	Sharon Davies
Street Events Subcommittee	Monique Davis

