



NOTICE OF INAUGURAL MEETING

NEW LYNN COMMUNITY BOARD

Pursuant to Section 114D of the Local Government Act 1974, I hereby give notice that the Inaugural Meeting of the New Lynn Community Board will be held on:-

DATE: **Monday, 5 November 2001** **TIME:** **7.30 pm**

VENUE: **New Lynn Community Centre, 45 Totara Avenue, New Lynn, Waitakere City**

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

20 November 2001

Audrey Chan
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8603

MEMBERSHIP:

Mrs EG Francke
Mr R Kernaghan
Ms G Marshall
Mr BJ Peters
Mr P van der Voort, JP

And no more than two Ward Councillors to be appointed by Council.

★★★★★★★★★★

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

**AGENDA FOR AN INAUGURAL 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, 5 NOVEMBER 2001,
COMMENCING AT 7.30 PM.**

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**AGENDA FOR AN INAUGURAL 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, 5 NOVEMBER 2001,
COMMENCING AT 7.30 PM.**

In accordance with Section 114D(3) of the Local Government Act 1974, the meeting shall be Chaired by the Chief Executive or his representative until the election of the Chairperson required by Section 101ZT of that Act.

The Chief Executive or his representative will open the meeting and call for apologies.



1 DECLARATION OF MEMBERS

In accordance with the provisions of S114U of the Local Government Act 1974, and the Fourth Schedule thereto, Members elected to New Lynn Community Board will be required to come before the Chief Executive or his representative to make and sign the Declaration in the form prescribed below.

To ensure complete compliance with the Act, Councillors appointed to New Lynn Community Board are also required to make and sign the Declaration in the form prescribed below which reads 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 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.”

Declarations will be made in alphabetical order as follows:

New Lynn Community Board

- Elizabeth Gabriel Francke
- Ray Kernaghan
- Gayle Marshall
- Brent John Peters
- Pim van der Voort

Councillors

- To be determined by the Council at its meeting of Wednesday, 31 October 2001.



2 ELECTION OF CHAIRPERSON

Pursuant to Sections 101ZT and 101P of the Local Government Act, every Community Board is required to elect a Chairperson from its members at its first meeting. The election shall be on the basis of open voting with one vote by each member (and no person having a casting vote) unless the Community Board resolves to use the voting system described in Section 114K which reads as follows:

- “(1) For the purposes of -*
- (a) The appointment of the Chairperson or Deputy Chairperson of a committee; and*
 - (b) The election or appointment of a representative of a local authority for any purpose, -*
- the local authority of (except where the local authority has otherwise directed) the committee may, by resolution, determine that the person be elected or appointed by a system of voting that requires that, except as provided in subsection (2) of this section, the person to be elected or appointed receive the votes of a majority of the membership of the local authority or committee present and voting, and that requires that, where more than one round of voting is required, the least successful candidate in a round of voting shall not be a candidate in the next round of voting.*
- (2) Where the system of voting described in subsection (1) of this section is adopted, section 114J(1)(b) of this Act shall not apply, and every equality of votes that is not to be determined by a further round of voting shall be determined by lot in such manner as the local authority or committee determines.”*

The Chief Executive or his representative will call for nominations for the position of Chairperson. In the event that more than one nomination is received the Board will be asked to determine the basis of voting (ie. as provided by either Section 101P or Section 114K).

The Board will then be requested to elect a Board Member to be Chairperson.

RECOMMENDATIONS

1. That the information be received.
2. That the New Lynn Community Board elect one member to be Chairperson of the New Lynn Community Board.



3 ELECTION OF DEPUTY CHAIRPERSON

Pursuant to Section 101U of the Local Government Act 1974 the Community Board may wish to appoint a Deputy Chairperson.

Once a Deputy Chairperson is appointed that person will retain that position for the entire term of office or until they resign from the position.

The election of a Deputy Chairperson shall be conducted on the same basis as election of the Chairperson as prescribed under Section 101P of this Act unless the Board resolves to use the voting system described in Section 114K.

RECOMMENDATIONS

1. That the information be received.
2. That the New Lynn Community Board elect one member to be the Deputy Chairperson of the New Lynn Community Board.



4 GENERAL EXPLANATION OF STATUTORY PROVISIONS

S.114D (4)(c) of the Local Government Act 1974 requires, at the first meeting of a local authority following the election, that a general explanation be given or arranged by the Chief Executive of:

- (1) The Local Government Information and Meetings Act 1987; and
- (2) Other laws affecting members including the appropriate provisions of the Local Authorities (Members Interests) Act 1968, Sections 99, 105 and 105A of the Crimes Act 1951, and the Secret Commissions Act 1910.

RECOMMENDATION

That the information be received.



5 ADOPTION OF MEETING SCHEDULE

Section 114D(4)(d) of the Local Government Act 1974 provides for the Local Authority at its inaugural meeting to adopt a schedule of ordinary meetings. A proposed meeting schedule for the Board until December 2002 is as follows:

Monday	3 December 2001	7.30 pm
Monday	4 February 2002	7.30 pm
Monday	4 March 2002	7.30 pm
Monday	8 April 2002	7.30 pm
Monday	6 May 2002	7.30 pm
Monday	10 June 2002	7.30 pm
Monday	1 July 2002	7.30 pm
Monday	5 August 2002	7.30 pm
Monday	2 September 2002	7.30 pm
Monday	30 September 2002	7.30 pm
Monday	4 November 2002	7.30 pm
Monday	2 December 2002	7.30 pm

The Board now needs to confirm the meeting dates and times.

RECOMMENDATIONS

1. That the information be received.
2. That the New Lynn Community Board adopt the meeting dates and times for the Board's Ordinary meetings as follows:

Monday	3 December 2001	7.30 pm
Monday	4 February 2002	7.30 pm
Monday	4 March 2002	7.30 pm
Monday	8 April 2002	7.30 pm
Monday	6 May 2002	7.30 pm
Monday	10 June 2002	7.30 pm
Monday	1 July 2002	7.30 pm
Monday	5 August 2002	7.30 pm
Monday	2 September 2002	7.30 pm
Monday	30 September 2002	7.30 pm
Monday	4 November 2002	7.30 pm
Monday	2 December 2002	7.30 pm

3. That the venue for the New Lynn Community Board meetings be the New Lynn Community Centre, 45 Totara Avenue, New Lynn, Waitakere City.



6 ADOPTION OF STANDING ORDERS

Section 114M of the Local Government Act 1974 requires that Local Authorities and Community Boards adopt a set of Standing Orders for the conduct of its meetings and those of its committees and subcommittees. The Board has traditionally adopted Waitakere City Council Standing Orders.

The Waitakere City Council Standing Orders circulated to members have been reformatted to comply with the standard New Zealand Standard Model Standing Orders NZ9202:2001. Listed below are the changes that have been made from the Waitakere City Council Standing Orders for 1998-2001.

The following did not appear previously on the Waitakere City Council Standing Orders:

- | | |
|---|--|
| 102 <u>Definitions</u> | Quorum at any meeting of a local authority and its standing committees means half the members (including vacancies) if the number of members is even, and a majority if the number is odd. In the case of a committee meeting, other than a subcommittee, the quorum is to include at least two members of the committee, including one member of the local authority. |
| | Special meeting has the same meaning as defined in section 114F of the Local Government Act 1974. |
| Cancellation of scheduled meetings | 13.3
If it is necessary to cancel a scheduled meeting, all reasonable effort will be taken to notify elected members and the public as soon as is practicable. |
| Availability of agendas and reports for meetings of community boards | 15.11
Where agendas and associated reports are for meetings of community boards, it shall be sufficient for the purposes of this section that they be available for public viewing at the main office of the local authority and those service delivery centres and public libraries, if any, under the control of the local authority situated within the community. |
| List of committee members publicly available | 15.13
The members of each committee are to be named on the relevant order paper. |
| Speeches in English or Maori | 21.5
A member may address the Chairperson in English or Maori. The Chairperson may order that a speech be translated and printed in another language. A member must give prior notice, not less than 2 working days before the meeting, to the Chairperson if he or she intends to address the Chairperson in Maori, when the normal business of the Committee is conducted in English, or in English when the normal business of the Committee is conducted in Maori. |

NOTE - In the case of Te Taumata Runanga where the business is normally conducted in both languages this Standing Order will not apply.

Confidential items

25.3

The principal administrative officer shall place on a confidential agenda any matters for which he/she considers the local authority or committee of the local authority is likely in his/her opinion to wish to exclude the public in terms of the Local Government Official Information and Meetings Act 1987, provided that an indication of the subject matter likely to be considered in exclusion of the public shall be placed on the order paper available to the public.

Public forum

25.8

Where the Local Authority so determines a period of up to 30 minutes, may be set aside for a public forum at the commencement of ordinary meetings of the local authority, which are open to the public. Each speaker during the public forum section of a meeting may speak for five minutes on any matter which has not been delegated to a Community Board.

NOTE - The public forum procedure does not apply in respect of any hearing, including the hearing of submissions where the local authority, committee or subcommittee sits in a quasi-judicial capacity.

Questions of speakers during public forum

25.9

With the permission of the Chairperson, members may ask questions of speakers during the period reserved for public forum. If permitted by the Chairperson, questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

The following as shown in bold and italic, are the changes to the Waitakere City Council Standing Orders:

Reporting of meetings

21.7

When a meeting of a local authority is open to the public the following provisions shall apply:

(a) ***Bona fide members of the news media (including newspaper, radio and television) shall be entitled to attend any meeting or any part of a meeting for the purpose of reporting the proceedings for any news media.***

[s. 49(a) LGOIMA]

(b) ***Any member of the public who is not a bona fide member of the news media shall obtain the consent of the meeting to the use of recording devices.***

(c) ***Any recording of meetings shall be carried out in an unobtrusive manner, and shall not be distracting to members.***

(d) ***Any recording of meetings shall be notified to the Chairperson at the commencement of the meeting.***

(previously this standing order did not quote the relevant section of the Act and the restriction of recording devices applied to members only).

**Recording of
apologies**

24.3

The Chairperson of each meeting will invite apologies at the beginning of each meeting, **including apologies for lateness and early departure**, and these and subsequent apologies during the meeting will be recorded in the minutes, including whether they were accepted or declined, **and the time of arrival and departure of all members.**

(previously this clause did not include an apology for early departure).

**Minor items not on the
agenda may be
discussed**

25.7

"Subject to 25.7A, where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if -

- (a) The local authority by resolution so decides; and**
- (b) The presiding member explains at the meeting at a time when it is open to the public, -**
 - (i) The reason why the item is not on the agenda; and**
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.**

25.7A

Where an item is not on the agenda for a meeting, -

- (a) That item may be discussed at that meeting if -**
 - (ii) That item is a minor matter relating to the general business of the local authority; and**
 - (iii) The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but**
- (b) No resolution, decision, or recommendation maybe made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."**

[ss. 46A(7) & 46A(7A), LGOIMA]

(urgent business has been altered to comply with the Act).

Use of Common Seal

44.3

The affixing of the seal on each occasion shall be attested as soon as practicable by any two of the following:

- Mayor, or Deputy Mayor or Councillor;
- Chief Executive, **or the Acting Chief Executive in his absence;**
- **Director: Corporate & Civic Services.**

(the Acting Chief Executive and Director: Corporate & Civic Services have been added).

RECOMMENDATIONS

1. That the information be received.
2. That the Standing Orders as circulated be adopted for the 2001/2004 term of the Board.



7 ADOPTION OF ORDER OF BUSINESS

Standing Orders require that the community boards adopt an order of business for its ordinary meetings (25.1).

A suggested order of business is as follows:

ORDER OF BUSINESS

Apologies
Confirmation of Minutes
Urgent Business
Deputations/Petitions
Open Forum
Officers Reports
Chairperson's Report
Committee Secretary's Report
Notices of Motion
Board Members Reports

RECOMMENDATIONS

1. That the information be received.
2. That the Board determine the order of business for its ordinary meetings.



8 STREET EVENTS SUBCOMMITTEE - NEW LYNN WARD

PURPOSE OF THE REPORT

To re-establish the Street Events Subcommittee New Lynn Ward, constituted during the 1998/2001 term of office of the New Lynn Community Board.

BACKGROUND

A1-A5

With the increasing demand for location filming within the City, it was necessary during the 1998/2001 term of the Community Board to set up a Street Events Subcommittee with delegated authority to approve temporary road closure applications for the purposes of any "exhibition, fair, show, market, concert, film-making, race or other sporting event or public function" that could not be delegated to a Council officer or elected member. Background information regarding the establishment of the subcommittee is attached at pages A1 to A5.

ISSUES

It is considered that the Subcommittee will still be required from time to time. It is therefore recommended that the Board re-establish the Street Events Subcommittee to consider the application for temporary road closures.

RECOMMENDATIONS

A6

1. That the information be received.
2. That a Streets Events Subcommittee New Lynn Ward be established with the fields of activity and delegated powers as set out as set out at page A6.

Report prepared by: Sharon Simiona, Committee Secretary.



9 COMMUNITY BOARD APPOINTMENTS TO THE HEARINGS COMMITTEE

The Council has requested that New Lynn Community Board nominate one member and one alternate member to participate on the Hearings Committee when issues pertaining to New Lynn Ward are being considered.

The matter is forwarded accordingly for the Boards determination.

RECOMMENDATIONS

1. That the information be received.
2. That the New Lynn Community Board nominate one member and one alternate member to participate on the Hearings Committee when issues pertaining to New Lynn Ward are being considered.

Report prepared by: Sharon Simiona, Committee Secretary.



10 COMMUNITY BOARD APPOINTMENTS TO OUTSIDE ORGANISATIONS

This item is brought forward to enable the New Lynn Community Board to consider the voluntary appointment of a representative on the following organisations.

Organisation	Number of Appointments
Auckland Region Community Boards Association Executive Committee	1
Keep Waitakere Beautiful Committee	1
Harbour View "People's Park" Working Party Voluntary Membership	1
Glen Eden Citizen Advise Bureau	1

RECOMMENDATIONS

1. That the information be received.
2. That the Board appoint representatives to the voluntary organisations as outlined in the agenda report.

Report prepared by: Audrey Chan, Committee Secretary.



11 OPEN FORUM

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






- (i) Members of the public wishing to address the Board in Open 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.

Section 46(7) and (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 Open Forum. However, written reports on matters raised may be requested from the Chief Executive.



12 **SECRETARY'S REPORT**

A briefing will be given to the members regarding the strategic context of the range of issues contained within the agenda.

Issue	Comments	Reporting Council Officer
Harold Moody Playground	The Harold Moody Playground is now completed, the latch and gate closing mechanism have been repaired and are working correctly. The latch installed complies with the standards used for a swimming pool fence so that a young child will be unable to open this gate on their own. The fence has been continued along the driveway to the tennis courts and there is a bollard and chain fence along the edge of the car park. Specimen trees have been planted.	Genevieve McGirr  836 8000 Ext 8768
Ceramco Park Path	The all weather path identified for Ceramco Park in the Reserve Management Plan is proposed to be undertaken in the 2003/2004 financial year. The athletic track upgrade is proposed to be undertaken in the 2002/2003 financial year.	Genevieve McGirr  836 8000 Ext 8768
Glen Eden Green Toilet	It was proposed to renew this toilet during the current financial year. However due to possible changes occurring with the Glen Eden library building this project has now been put on hold and will be looked at again in conjunction with the library development.	Genevieve McGirr  836 8000 Ext 8768
Tuscany Towers Development - Rankin Avenue	The 'Tuscany Towers' development in Rankin Avenue contains several dwellings that are partially completed. There have been some recent incidents of vandalism to these buildings. Issues of this nature are not directly dealt with by the Council, given that the buildings are located on private property. Trespass and subsequent vandalism are matters for the police and the property owner and/or the body corporate to pursue. Because the units have been mortgaged there will also be an insurer against whom a claim can be lodged in relation to damage. Council will be receiving a report on other issues relating to Ambrico Place in November 2001.	Philip Brown  836 8042
Glendale Road/ Oates Road Footpath	The footpaths near the intersection of Glendale Road and Oates Road have been assessed by the contract manager for the footpath maintenance contract. Renewal of the deteriorated sections of footpath will be undertaken, most likely in December 2001.	Adam Moller  836 8000 Ext 8750

Issue	Comments	Reporting Council Officer
Road safety issues - Konini Road	Konini Road from number 14 to Daffodil Street has been added to the footpath priority listing.	Reg Cuthers ☎ 836 8000 Ext 8740

REPORTS PENDING

Subject	Date Requested	Report Due	Reporting Officer
Titirangi RSA Building - Titirangi War Memorial Park	5 March 2001	February 2002 Discussions on car parking issues at Titirangi War Memorial Park have commenced. An update will be provided to the December 2001 Board meeting.	Reneé Lambert ☎ 836 8000 Ext 8792
Installation of Judder Bars, Takahe Road, Titirangi	2 July 2001	This issue is under assessment and will be reported to the December 2001 Board meeting.	Reg Cuthers ☎ 836 8000 Ext 8740
Car Parking in Titirangi outside former Post Office and Barossa Restaurant	3 September 2001	This issue is under assessment and will be reported to the December 2001 Board meeting.	Ross Hill ☎ 836 8000 Ext 8737
Footpaths - South Titirangi Road, Titirangi	2 July 2001	This issue is under assessment and will be reported to the December 2001 Board meeting.	Reg Cuthers ☎ 836 8000 Ext 8740
Traffic Calming Nikau Street, New Lynn	2 July 2001	This issue is under assessment and will be reported to the December 2001 Board meeting.	Reg Cuthers ☎ 836 8000 Ext 8740
Old New Lynn Community Centre - Narrowness of Footpath	3 September 2001	This issue is in progress. An update will be provided to the December 2001 Board meeting.	Reg Cuthers ☎ 836 8000 Ext 8740
Manawa Wetland Duck Protection Sign	3 September 2001	This issue is in progress. An update will be provided to the December 2001 Board meeting.	Kathryn Howard ☎ 836 8000 Ext 8553
Crum Park Stage 1 and Stage 2 Development	3 September 2001	This issue is in progress. A report will be brought back to the Board at the completion of the works.	Kathryn Howard ☎ 836 8000 Ext 8553

RECOMMENDATION

That the information be received.

Report prepared by: Sharon Simiona, Committee Secretary.



13 NEW LYNN RESERVES MANAGEMENT PLAN

PURPOSE OF THE REPORT

The purpose of this report is to outline to the Community Board the proposed reserves to be included in the Draft New Lynn Reserves Management Plan and to request two representatives to be on the internal advisory group for the Management Plan.

BACKGROUND

The 2001/2002 Annual Budget provides for the preparation of a management plan for all the smaller reserves within the New Lynn area that do not already have an up to date management plan.

At 3 September 2001 meeting of the New Lynn Community Board the following resolutions were carried:

- “1. *That the information be received.*
2. *That the public notification of the intent to prepare a Draft New Lynn Reserves Management Plan be undertaken in October 2001.*
3. *That a report be brought to the first meeting of the newly elected Community Board outlining a detailed programme for the Management Plan process and requesting nomination of representatives to be on an internal advisory group for the Management Plan.*
4. *That investigation of the options for location of a railway station and associated activities adjacent to Mason Park be investigated through the Management Plan process.”*

2099/2001

Public notification of the intent to prepare a Management Plan was advertised in the NZ Herald on Saturday, 27 October 2001 and in the Western Leader on Thursday, 25 and Tuesday, 30 October 2001.

STRATEGIC CONTEXT

The Draft New Lynn Reserves Management Plan will be prepared in the context of the Parks Strategy which provides guidelines on the management of parks within the City.

Policies outlined in the draft plan will fall under the objectives of the Parks Strategy which aims to improve the quality of parks and provide parks services in a fair and equitable way for Waitakere people within Council's financial constraints.

Innovative and sustainable approaches to stormwater issues are also addressed by the plan where streams and overland flows are part of the reserve system. Liaison with EcoWater Solutions and catchment management plans for the city is integral to this process.

The plan will also promote the Green Network, which is an approach to integrate native ecosystems on private and public land by recreating a vegetated link between the Waitakere Ranges and the city's harbours. The goals of the Green Network, promoted in the draft plan are to: provide ecosystem protection, form ecological corridors, enhance the landscape, enhance public access to natural areas, mitigate hazards and protect water quality.

ISSUES

The reserves within the New Lynn area are proposed to have a comprehensive reserve management plan developed that addresses the management and development of all of the reserves in an integrated fashion. A number of the reserves are of a small size and their location within an urban area means that similar management approaches can be used. By outlining a range of policies to cover all the reserves, including specific details on particular reserves, a management approach can be taken which ensures consistency throughout all the reserves.

Currently there are no operative Reserve Management Plans for any of the reserves, although there are two draft documents and two old Reserve Management Plans that will be able to feed into the comprehensive Reserve Management Plan.

The reserves proposed to be covered by the management plan include the following:

- Lynwood Esplanade Reserve
- Queen Mary Reserve
- Copley Reserve
- Ken Maunder Park
- Durrant Place Reserve
- Delta Esplanade
- Miro Esplanade
- Reid Esplanade
- Whau Bridge Reserve
- Portage Road Esplanade 1
- Portage Road Esplanade 2
- Delta Triangle
- Todd Triangle
- Rankin Avenue Reserve
- Clark Street Common
- Ambrico Reserve
- Margan Green
- Manawa Wetland Reserve
- Bessie Preston Reserve
- Seabrook Reserve

- Trojan Crescent Reserve
- Lawson Park
- Hinau Reserve
- Bob Hill Reserve
- Maui Reserve
- Hinau Reserve
- Cutler Reserve
- Grandison Green
- Davern Reserve
- Bledisloe Park
- Rua Road Reserve

A7

Attached at page A7 shows the location of all the reserves to be included in the management plan.

A number of the reserves have also had concept plans developed outside a management plan process eg. Manawa Wetland. In these instances the concept plans which were developed in consultation with the community will be included in the management plan, with updates if required. Olympic Park and Archibald Park are not included in this plan as they already have current management plans which have recently been completed.

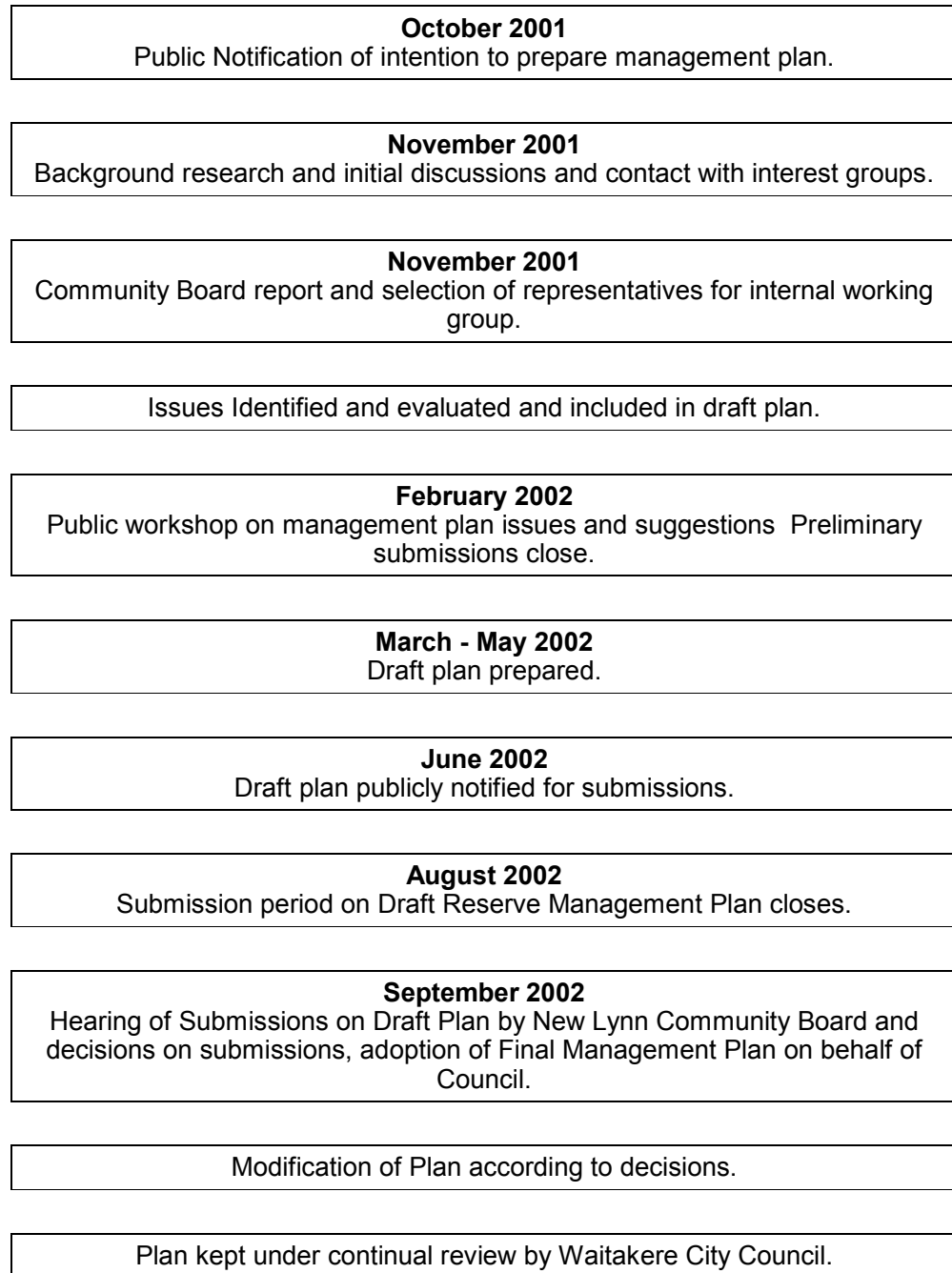
Strategic Projects is investigating a possible upgrade of the Fruitvale Station to increase safety, patronage and to enhance the station environs. The current investigations are looking at shifting the Station location to a more prominent position adjacent to Mason Park, provision of a park and ride facility (with the possibility of using land within Mason's Park) and ways to increase accessibility to the station from the surrounding area. It is proposed that the public consultation for these proposals will be undertaken as part of the parks management plan process. As part of that process it may be useful to ask the community whether this station would also usefully double as a community building, in a similar fashion to the Swanson station.

It may be that there will be some specific community workshops for this particular park in order to investigate all the options which may come out of the work on the railway station and get public input into the design options.

Internal Advisory Group

The internal advisory group will be made up of Council staff and Community Board representatives who will meet on a regular basis throughout the process of the management plan to oversee the consultation process and provide guidance on various aspects of the management plan preparation.

The preliminary programme for the development of this management plan is outlined in the following chart:



RESOURCES

Work on the Swanson Reserves Management Plan will be undertaken by the Landscape Development Section of Waitakere City.

The 2001/2002 Annual Budget has allocated funding to undertake this and other management plans.

The process for preparation of Reserve Management Plans for reserves such as those in the New Lynn area allows for the creation of an elected member working party of members from the New Lynn Community Board and Council staff. In order to consider the ideas and suggestions which have been raised for development of the parks and the wide range of issues around these reserves and to guide development of the draft Reserve Management Plan, such a working party is recommended to be formed. It is suggested that this have two members from the New Lynn Community Board.

CONCLUSION

The development of an integrated Management Plan for all the reserves within the New Lynn area will ensure community involvement in the development of concept plans and policies for management of reserves that provide for that community. The management plan will also enable a prioritisation of capital works projects for New Lynn parks and reserves to be put forward through the Annual Budget process.

RECOMMENDATIONS

1. That the information be received.
2. That two representatives be appointed to the internal Advisory group for the Management Plan, on a voluntary basis.

Report prepared by: Renée Lambert, Acting Service Manager: Landscape Development.



14 GLENDALE ROAD - PEDESTRIAN REFUGE

PURPOSE OF THE REPORT

At its meeting in July the New Lynn Community Board resolved:

“That the matter regarding the proposal to install a refuge island, pram crossings and road markings along Glendale Road be deferred until consultation with the Glenora Rugby League Club and the Glen Eden Protection Society Incorporated has been completed; and that a further report be brought back to the Board when this has been done.”

1580/2001

This purpose of this report is to advise the Board of the outcome of that consultation.

BACKGROUND

A8-A12

At 2 July 2001 meeting of the Board, a report recommending the installation of a refuge on Glendale Road was deferred for further consultation because of concerns with regard to the significant reduction in available parking that would occur on the road frontage of Harold Moody Park. The original report is attached at pages A8 to A12.

STRATEGIC CONTEXT

Safety for pedestrians and vehicles is a key objective under the Urban Villages Strategy. This is reiterated within the Transport Strategy and provision is made for minor safety improvements in accordance with this.

ISSUES

The two organisations with which consultation was requested have both offered response to the proposal.

The Glen Eden Protection Society responded to the proposal through the Open Forum of the August meeting of the New Lynn Community Board. Their spokesman at that meeting indicated the Society's support for the implementation of option 3 as recommended in the initial report.

The Glenora Rugby League Club have since written to Council indicating their support for the proposal. The letter states that while the loss of parking is of concern to the club as a major user of Harold Moody Park, they are more concerned with the safety of pedestrians crossing the road and that they "unreservedly support the proposal".

RESOURCES

Funding is available from the Miscellaneous Minor Safety Projects budget to pay for this work at an estimated cost of \$7,000. This project can be included in the safety projects contract for construction between January and March 2002. Staff time required is estimated at 1 to 2 days to finalise details of the design and can be accommodated within current workloads.

CONCLUSION

The Glen Eden Protection Society and the Glenora Rugby League Club are both supportive of the proposal to provide a pedestrian refuge island on Glendale Road outside Harold Moody Park, and it is recommended to the Board for inclusion in the minor safety programme this summer.

RECOMMENDATIONS

1. That the information be received.
2. That the proposal to install refuge island, pram crossings and road markings as attached at page A12 is included in the miscellaneous minor safety works programme for 2001/2002.

A12

3. GLENDALE ROAD, GLEN EDEN
- (a) That all existing parking restrictions or limitations (affected, or superseded, or replaced by this resolution) applicable to Glendale Road, Glen Eden 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 west kerb line of Glendale Road from a start point 99 metres north from the north kerb line of Woodvale Road to an end point 38 metres further north, a NO STOPPING AT ALL TIMES parking control be put in place.
 - On the east kerb line of Glendale Road from a start point 103 metres north from the north kerb line of Woodvale Road to an end point 86 metres further north, a NO STOPPING AT ALL TIMES parking control be put in place.

Report prepared by: Adam Moller, Transport Engineer.



15 PLEASANT ROAD - NO STOPPING AT ALL TIMES CONTROL

PURPOSE OF THE REPORT

The report seeks the Board's approval for a NO STOPPING AT ALL TIMES control in Pleasant Road.

BACKGROUND

Mr Brent Peters, New Lynn Community Board member, at open forum, and on behalf of residents, has requested that the NO STOPPING AT ALL TIMES control ending just south of the southern end of the vehicle crossing to No 64, on the eastern side, be extended northwards to improve traffic safety.

STRATEGIC CONTEXT

Road Safety is an Urban Village objective and contributes to Council's overall goal of a sustainable city. NO STOPPING AT ALL TIMES controls can contribute to traffic safety by keeping narrow carriageways clear for traffic and by preventing visibility blocks caused by parked vehicles.

ISSUES

A13

Refer to the diagram, as attached at page A13.

The carriageway outside No. 62 and 64 is 10m wide; the presence of parked vehicles often sends southbound traffic across the centre line on the approach to a sharp left hand bend, centred on No. 66. At No 60 the carriageway widens to 12.5m and parking becomes acceptable outside part of the frontage to No 60.

It is desirable to extend the existing NO STOPPING AT ALL TIMES control from No 64 to the wider part of the carriageway outside No. 60. This is also desirable because it will improve visibility to the north from the vehicle crossings for No. 64 and No. 62.

By carefully selecting the northern end point for the proposed NO STOPPING AT ALL TIMES control, two parking spaces can be retained outside No. 60, an important consideration since Pleasant Road has considerable NO STOPPING AT ALL TIMES restrictions.

RESOURCES

The cost of the broken yellow painted line for the NO STOPPING AT ALL TIMES control is minor and covered by the Markings budget for 2001/2002.

CONCLUSION

The proposal for the subject NO STOPPING AT ALL TIMES control in Pleasant Road is desirable from a safety perspective and will have only a minor affect on the parking supply in the vicinity. It can be provided through the 2001/2002 Markings budget.

RECOMMENDATIONS

1. That the information be received.
2. (a) That all existing parking restrictions or limitations (affected, or superseded, or replaced by this resolution) applicable to Pleasant Road 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 Pleasant Road from a start point 'A' at the southern end of the vehicle crossing for No 64 Pleasant Road, to an end point 'B' 11m south of the southern end of the vehicle crossing for No 60 Pleasant Road, a No Stopping At All Times control be put in place;

And that the appropriate signage and/or markings, 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: Ross Hill, Service Manager: Transport Assets.

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.



8 TEMPORARY ROAD CLOSURES

PURPOSE OF THE REPORT

This report outlines problems associated with the current process of approving temporary road closures, and seeks the Board's approval to delegate this to the newly formed Street Events Sub Committee of the Community Board to consider and approve temporary road closures.

BACKGROUND

There is an increasing demand for location filming within the City. Waitakere Enterprise advise that they receive two road closure applications each week from the filming industry. The value of the film industry to the Auckland Region during the past eight years is approximately \$400 million. In Waitakere City, South Pacific Studios who are established in Tolich Place spent \$25 million during the past year on purchasing local products.

While most location filming does not involve work on or near the City's roading network, there is a proportion that is either close to a road, or actually on the road itself. In these situations there is often a need to stop traffic for a short time for safety or to prevent extraneous noise or out of period vehicles or persons appearing in the scene.

This need is in addition to that of community groups, sports event organizers etc, that from time to time request temporary road closures for purposes varying from a 'Street Party', to a Christmas 'Santa Parade'.

STRATEGIC CONTEXT

A substantial part of Council's Community and Economic Development policy is to encourage business growth within the City.

Council has actively encouraged the film and television production industry to establish both studio facilities and location filming within the city resulting with the establishment of permanent facilities by South Pacific pictures (Tolich Place), Studio West (Waikauku Road), TVNZ - Moving Pictures (Winston Place), and a marked increase in location filming, both by production teams located within the City and others with their base facilities outside of the City.

Leisure facilities and activities contribute to the wellbeing 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 provided efficiently.

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

ISSUES

The Closure Process

A4

Temporary road closures are provided for in Section 342 of the Local Government Act, and the Tenth Schedule of the Act, as attached at page A4.

Although traffic may be temporarily halted or diverted for a number of reasons under powers delegated to the Director: City Services, the power to approve temporary closures for the purposes of 'any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function', cannot be delegated to a Council Officer or an elected member.

Delegations at present rest with the Community Boards, who after consultation with the Police, are able to approve temporary road closures subject to any conditions as they may see fit.

Timing Problems

The main issue is one of timing. For significant filming projects (more than three days), the film industry operates on a lead time of one to three weeks. For smaller filming projects (less than three days), the lead in time is one to three days. With the monthly meeting cycle of the Community Boards, combined with the Agenda process, the shortest time an application can be processed is three weeks, extending to perhaps seven weeks depending on the applicant's entry time into the cycle. The current process does not cater for the smaller filming projects (90% of the applications) that require a quicker turnaround.

This timing has in the past caused some problems in film scheduling, and if it were not for the availability of private roads, and in particular, the Ministry of Defence roading at Hobsonville, there would have been real difficulty keeping to story lines.

The meeting cycle often catches sports and community groups unawares also, where even if an application is lodged two months in advance, the approval may only be granted in the last few days prior to the event. Should Council be able to provide a shorter turnaround, in the order of one week, this would be satisfactory.

Advertising Costs

Two public notices are required.

- a) To notify of the intention to consider the temporary closing of a road, and should the application be approved.
- b) To notify that a road is to be temporarily closed.

Costs of these advertisements are to be borne by the applicant.

Fees

There is no processing fee charged currently for Road Closures. Costs are currently borne by each unit involved in the process. The following fees are proposed. These are:

- | | | |
|----|--|-------------------|
| a) | Road closure - less than three days | \$300.00 plus GST |
| b) | Road closure - greater than three days | \$450.00 plus GST |
| c) | For filming projects an additional \$50.00 handling charge will be added. This fee has been requested by Waitakere Enterprise. | |
| d) | Non-commercial closures | No charge |

Proposal

A5

It is proposed that the newly formed Street Events Subcommittee meet weekly or fortnightly (as required) and be delegated the authority to consider and approve applications for road closures, as attached at page A5.

CONCLUSION

The delegation to the sub committee will maintain the democratic process, conform with the requirements of the Local Government Act, and at the same time enable applications for temporary road closures to be processed in a manner consistent with the needs of an industry, and those of community groups that Council has taken efforts to promote.

The establishment of a subcommittee to consider application for temporary road closures is recommended.

RECOMMENDATIONS

1. That the information be received.
2. That a Street Events Subcommittee be established with the delegated authority to consider and approve Road Closures.
3. That the following fees be recommended to Council for approval for the processing of Road Closure applications:
 - a) Road Closure - less than three days \$300.00 plus GST
 - b) Road Closure - greater than three days \$450.00 plus GST
 - c) For film projects only Waitakere Enterprise handling fee. \$ 50.00 plus GST
 - d) Non-Commercial closures No charge

Report prepared by: Reg Cuthers, Transportation Engineer.



TENTH SCHEDULE: Clause 11

11. The council may, subject to such conditions as it thinks fit (including the imposition of a reasonable bond), and after consultation with the Police and the Ministry of Transport, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic) —
- (a) While the road, or any drain, water race, pipe, or apparatus under upon, or over the road is being constructed or repaired; or
 - (b) Where, in order to resolve problems associated with traffic operations on a road network, experimental diversions of traffic are required; or
 - (c) During a period when public disorder exists or is anticipated; or
 - (d) When for any reason it is considered desirable that traffic should be temporarily diverted to other roads; or
 - (e) For a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function:

Provided that no road may be closed for any purpose specified in paragraph (e) of this clause if that closure would, in the opinion of the council, be likely to impede traffic unreasonably.



STREET EVENTS

1. PREAMBLE

This Subcommittee shall be called the Street Events Subcommittee. The purpose of the Subcommittee is to assess the temporary closure of any road, or part of any road to all traffic or any specified type of traffic (including pedestrian traffic), for any exhibition, fair, show, market, concert, film-making, race or other sporting event or public function.

2. SCOPE

Within the scope defined by the Annual and Strategic Plans, the following shall fall within the scope of the Subcommittee:

- All matters, not being matters specifically delegated to Council officers, or other committees regarding the temporary closure of roads;
- In respect of the particular ward or area for which the Community Boards have jurisdiction, the power to approve temporary prohibition of traffic under the provision of Clause 11(e) of the Tenth Schedule of the Local Government Act 1974;
11(e) *“For a period or periods not exceeding in aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or any other sporting event or public function.”*

3. MEMBERSHIP OF THE SUBCOMMITTEE

The Street Events Subcommittee shall be made up of:

1 Member of the Community Board
Service Manager - Transport Assets
Transportation Engineer Asset Development

4. QUORUM

2 members

STREET EVENTS SUBCOMMITTEE

(A Subcommittee of each Community Board)

For each Ward there is a Street Events Subcommittee which shall report to the appropriate Ward Community Board.

FIELD OF ACTIVITY

To consider and approve temporary road closures, and the temporary prohibition of traffic on roads.

MEMBERSHIP

The Subcommittee shall comprise:

- 1 Member of the Community Board
- Service Manager - Transport Assets
- Transportation Engineer Asset Development

Quorum: 2 members

DELEGATED POWERS

1. All matters, not being matters specifically delegated to Council officers, or Council committees regarding the temporary closure of roads, for the purposes specified in clause 11(e) in the Tenth Schedule to the Local Government Act 1974.
2. To assess the temporary closure of any road, or part of any road to all traffic or any specified type of traffic (including pedestrian traffic), for any exhibition, fair, show, market, concert, film-making, race or other sporting event or public function.
3. In respect of the particular Ward or area for which the community boards have jurisdiction, the power to approve temporary prohibition of traffic under the provision of Clause 11(e) in the Tenth Schedule to the Local Government Act 1974; viz

"11. The council may, subject to such conditions as it thinks fit (including the imposition of a reasonable bond), and after consultation with the Police and the Ministry of Transport, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic) –

- (e) For a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or any other sporting event or public function:*

Provided that no road may be closed for any purpose specified in paragraph (e) of this clause if that closure would, in the opinion of the council, be likely to impede traffic unreasonably."



Reserves to be included in the New Lynn Reserves Management Plan
Not to Scale

9 **LENDALE ROAD - PEDESTRIAN REFUGE**

PURPOSE OF THE REPORT

At its meeting in February the New Lynn Community Board resolved:

"That the Acting Chief Executive be requested to bring back to the Board a report outlining the feasibility of a crossing point, refuge island and appropriate signage that states "Children Crossing" being installed in Glendale Road in the vicinity of Harold Moody Reserve."

78/2001

BACKGROUND

At the February meeting of the Board, concerns were raised by Board members regarding possible increases in the number of children crossing Glendale Road when the new playground is installed on Harold Moody Reserve.

STRATEGIC CONTEXT

Safety for pedestrians and vehicles is a key objective under the Urban Villages strategy. This is reiterated within the Transport Strategy and provision is made for minor safety improvements in accordance with this.

ISSUES

A6

Several options were considered for the placement of a crossing point and refuge island, these are identified as attached at page A6.

Option 1, a crossing point directly outside the playground, was identified as the most direct route between the playground and the residential areas on the west side of Glendale Road. However there are practical problems with Option 1 because of limited visibility to traffic in both directions from the eastern kerblines of the road. Also the placement of the refuge island is potentially hazardous as it would require altering the curvature of the corner immediately beyond the narrow bridge.

Option 2, a crossing point located on the bridge north of Option 1, was considered because it offers improved visibility to traffic approaching from the north. The difficulty with Option 2 is its location on the bridge is too narrow to accommodate a central refuge island without major expenditure to widening the bridge, and the high kerbs on the bridge would result in extreme gradients on the pram crossing ramps.

Option 3, a crossing point located south of the playground and north of the vehicle entrance to the park offers a more favourable site for placement of a refuge island, southward visibility is good and northward visibility is adequate provided that on street parking is removed on the inside of the corner approaching the crossing point. This would not have a significant impact during the week but could cause problems during weekend sports events when on street parking frequently occurs on both sides of Glendale Road in this area.

Option 4, a crossing point north of the bridge, was determined to be impractical because any refuge island would obstruct vehicle access to properties and sight distance is restricted beyond the corner of Glendale Road and Oates Road.

Option 5, a crossing point located south of the vehicle entrance to Harold Moody Park is favourable for sight lines, due to its location on a straight section of road with clear visibility in both directions. However its location almost 100 metres south of the playground is possibly too far removed from the playground to be well used. Option 5, would also involve substantial extra costs as the retaining wall on the west side of Glendale Road would require modification to achieve pedestrian access to the crossing point.

A7

Of these five options the favoured option in terms of cost, safety and closeness to the playground is Option 3, although it does have some negative impact because of the reduction in on street parking. A proposed design including road marking, signs and island layout for option 3 is included as attached at page A7.

The feasibility of installing "children crossing" signs was also reviewed. The Land Transport Safety Authority determines the types of road signs that may be used, and sets policy on their use. This information is published in the Manual of Traffic Signs and Markings. The approved road sign used to indicate the likely presence of children on a roadway is the yellow diamond sign with a silhouette symbol of children on it, known as a PW-31. The Manual of Traffic Signs and Markings sets the following criteria for the use of the PW-31 sign. A PW-31 sign may be installed, "where children often congregate on sections of road without footpaths or where recreation reserves provided with special facilities for children abut the road in areas not subject to a 50 km/h speed restriction." As Glendale Road is in a 50km/h area the site does not qualify for placement of PW-31 signs.

CONCLUSION

Option 3 is the preferred option. It allows for safe provision of a crossing point and refuge island. It is also the most favourable option in terms of cost and is located reasonably close to the playground. In considering Option 3 for approval the board should also consider the loss of on-street parking that is associated with it.

RECOMMENDATIONS

- A7
1. That the information be received.
 2. That the proposal to install refuge island, pram crossings and road markings shown on page A7 attached to the agenda is included in the miscellaneous minor safety works programme for 2001/2002.
 3. That it be recommended to Council:

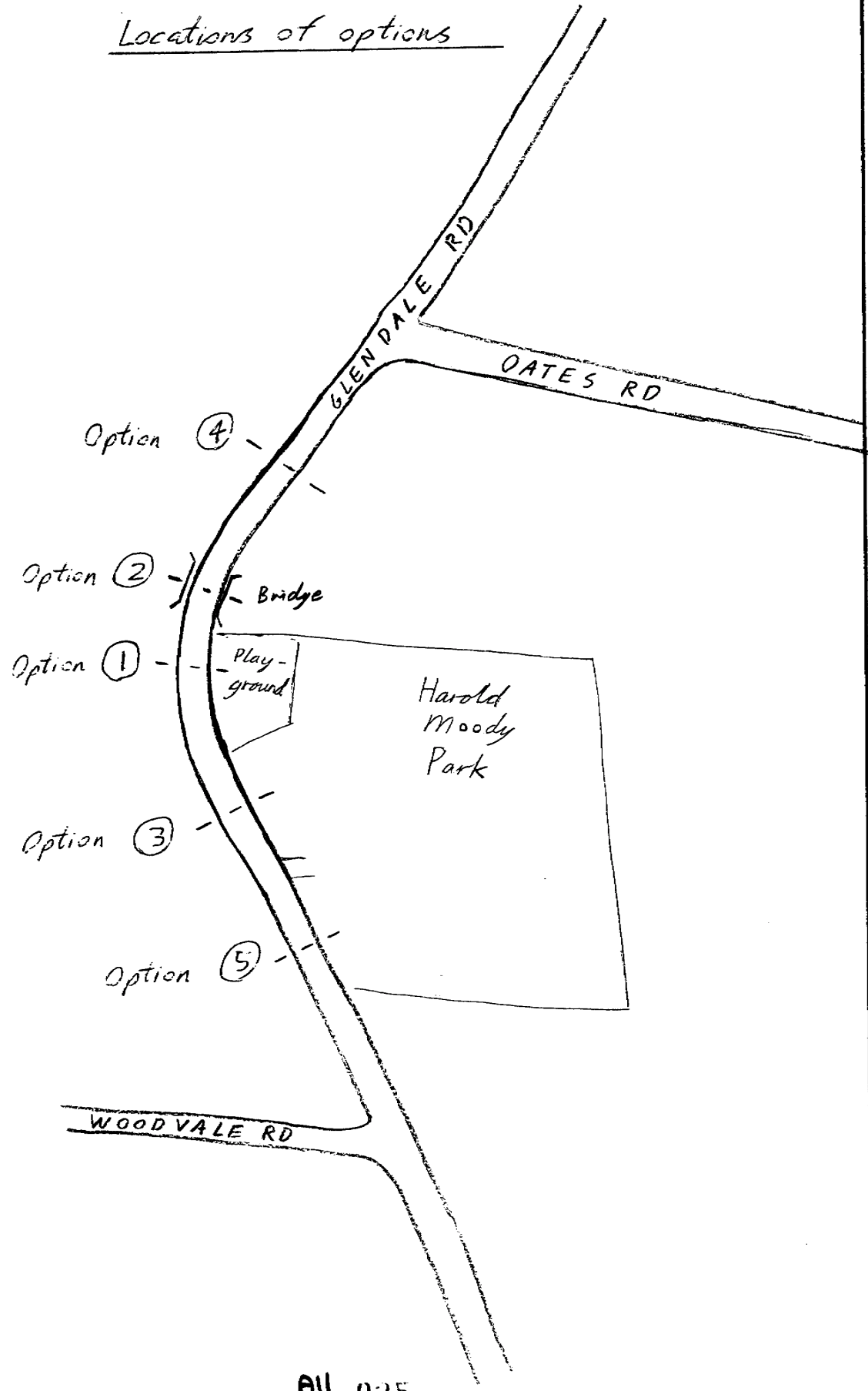
GLENDALE ROAD, GLEN EDEN

- 1 That all existing parking restrictions or limitations (affected, or superseded, or replaced by this resolution) applicable to Glendale Road, Glen Eden 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.
- 2 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 west kerb line of Glendale Road from a start point 99 metres north from the north kerb line of Woodvale Road to an end point 38 metres further north, a NO STOPPING AT ALL TIMES parking control be put in place.
 - On the east kerb line of Glendale Road from a start point 103 metres north from the north kerb line of Woodvale Road to an end point 86 metres further north, a NO STOPPING AT ALL TIMES parking control be put in place.

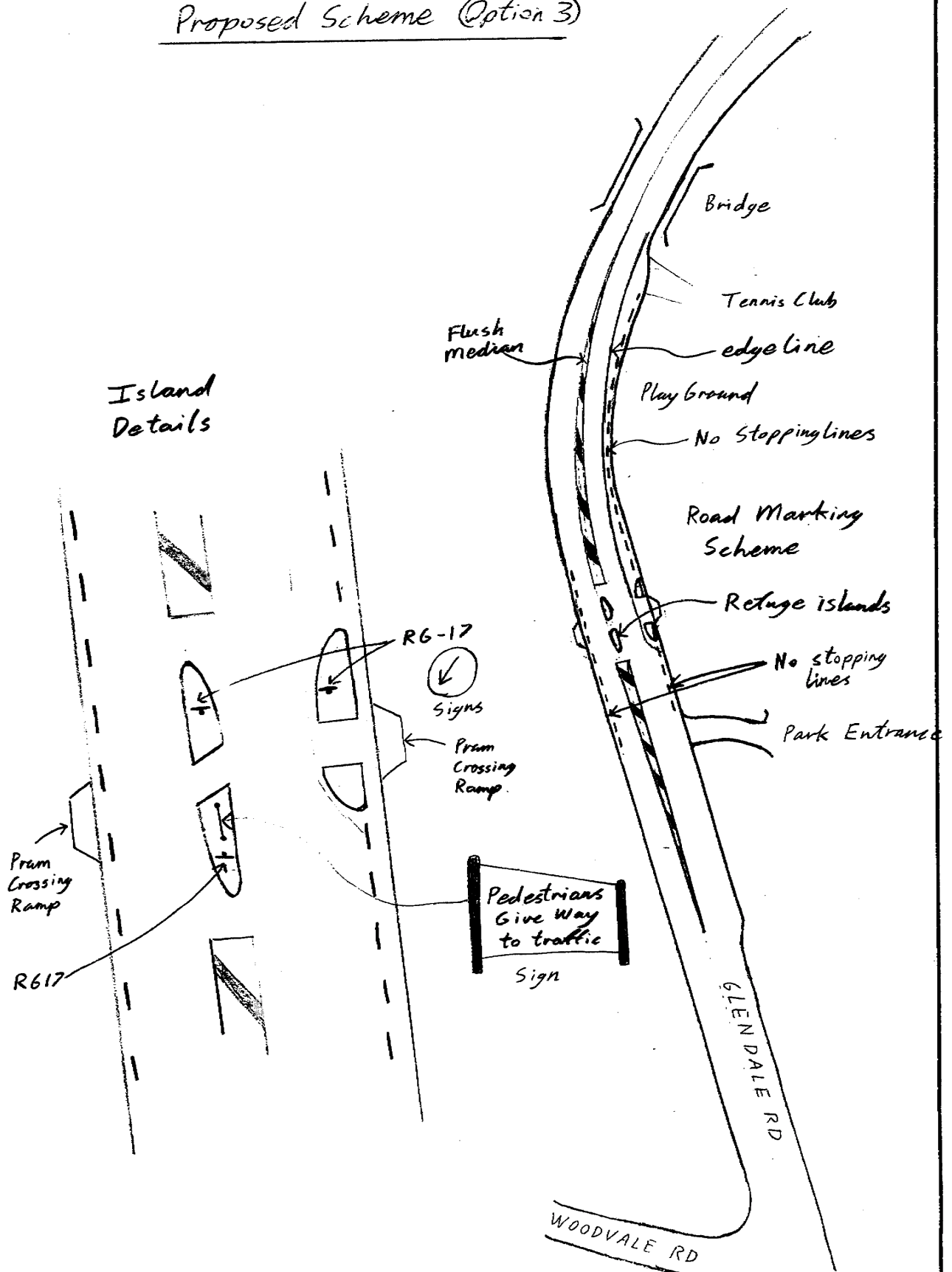
Report prepared by: Adam Moller, Transport Engineer.



Locations of options



Proposed Scheme (Option 3)



PROPOSED NO STOPPING
SOUTH OF POINT B
1/2 MI SOUTH OF SOUTHERN END
OF VEHICLE CROSSING TO NO 60



EXISTING NO STOPPING
SOUTH OF POINT A
(SOUTHERN END OF VEHICLE
CROSSING TO NO 64)

PROPOSED NO STOPPING AT ALL TIMES
AT 64-60 PLEASANT ROAD

[Signature]
24/10/01

A13