

**AGENDA FOR A 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, 7 FEBRUARY 2005,
COMMENCING AT 7.30 PM.**

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1 APOLOGIES



2 CONFIRMATION OF MINUTES

Meeting Minutes - Monday, 29 November 2004

RECOMMENDATION

That the minutes of the Meeting of the New Lynn Community Board held on Monday, 29 November 2004, 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 PRESENTATION - CIVIL DEFENCE EMERGENCY MANAGEMENT

Bill Morley and Peter Barber will be present at the meeting to give an update to the Board on Civil Defence Emergency Management and Rural Fire matters.



5 PUBLIC FORUM

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

- (i) members of the public wishing to address the Board in Public Forum shall furnish their names to the Chairperson at the beginning of the meeting; and
- (ii) the Chairperson shall determine the order of speakers, and allow five minutes for speaking time;
- (iii) questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 provides that no resolution, decision, or recommendation may be made in respect of any specific item of business not on the agenda except to refer the items to a subsequent meeting for further discussion. Therefore, no decision may be made on matters raised in Public Forum. However, written reports on matters raised may be requested from the Chief Executive.



6 CHAIRPERSON'S REPORT

Welcome back. It has been some time since we met formally but we have not been idle. Informal meetings, residents' requests and concerns continue.

The world disasters have also continued their impact. The worst of all was the tsunami that hit various parts of South East Asia, the effects of which will be felt for some time. I have visited some of these places over the years so can well imagine the impact that it has had on the local people. Perhaps at some stage the Board Members may be able to assist those involved in fund raising or management. Open to suggestion. Our Board member Liz Francke and her neighbour have already shown their caring by having a successful garage sale and donating the funds to Oxfam, a worthwhile organization.

The Community Board conference will be held in Dunedin in March. This is a biennial event. More information is in the Secretary's report.

The Auckland Region & Far North Community Board Association Incorporated will hold their meeting on the 19 February 2005 at the Fickling Convention Centre, Three Kings. Gayle Marshall is our representative but all Board Members are welcome to attend to exchange ideas and learn from each other.

An open day was held at Hoani Waititi Marae on Waitangi Day with the support of Te Taumata Runanga Committee and the four Community Boards. Planning for this took place during the holiday break. A verbal report will be given.

Community Board Ward Tour: No replies have been received at the time of writing. Please forward your suggested places to visit.

Long-Term Council and Community Planning and Annual Plan meetings will commence in February.

THREE CHEERS: The new New Lynn Library is finally a reality. A start was made in December 2004. Talk about a new library was first mentioned at least 10 years ago.

RECOMMENDATION

That the Chairperson's Report be received.

Pim van der Voort, JP
CHAIRPERSON



7 **COMMITTEE SECRETARY'S REPORT**

	Issue	Comments	Reporting Council Officer
1.	Parking Situation in Claridge Street and Roick Parade, Glen Eden - Proposed Parking Spaces 5 May 2003 and 1 September 2003 Public Forum (Resolution 849/2003 and 1783/2003)	The proposed works for the improvements of Claridge St Common Reserve was scheduled to commence in the week beginning 24 January 2005. Local residents have been written to, advised of the works which entail drainage, reserve footpath repair, road and footpath extension, kerb and channel construction, creation of 2 parking spaces at the end of Claridge St, and installation of bollards and chain on the reserve frontage.	Warren Ogilvie ☎ 836 8000 Ext 8561
2.	Glen Eden Citizens Advisory Bureau Storage and Tea-making Facilities 2 August 2004 (Resolution 1367/2004)	Work to install the Glen Eden Citizens Advice Bureau meeting room kitchenette facilities as approved by Council on 29 September 2004 is programmed for February/March 2005.	Peter Sewell ☎ 836 8000 Ext 8759
3.	Community Board Appointments	<u>New Lynn Citizens Advice Bureau</u> (8 November 2004 Resolution 1919/2004 refers) In response to the Board's letter regarding the appointment of a Board representative to the New Lynn Citizens Advice Bureau, their Chairperson has replied, advising that the Bureau will make a final decision at their first meeting of the new year on 10 February 2005. The Bureau's decision will be reported to the Board at its meeting on 7 March 2005. <u>Steering Group on Shopping Trolleys in Streams</u> The issue of appointments to this Steering Group was referred to the Planning and Regulatory Committee	Audrey Chan ☎ 836 8000 Ext 8603 Tony Miguel ☎ 836 8000 Ext 8294

	Issue	Comments	Reporting Council Officer
		<p>by Council at its meeting held on 24 November 2004.</p> <p>The Board will be advised of the outcome once available.</p> <p><u>Waitakere Road Safety Steering Group</u></p> <p>The Board is requested to appoint a representative to the Waitakere Road Safety Steering Group.</p> <p>The aim of the Group is to involve in community networking of key Road Safety agencies and partners within the Waitakere City area.</p> <p><u>Youth Advocacy and Advisory Group</u></p> <p>The Projects Special Committee at its meeting held on 1 December 2004 considered the Youth Facility Development report and passed the following resolution:</p> <p><i>“1. That the membership of the Youth Advocacy and Advisory Group, as established by the Projects Special Committee in August 2004, be confirmed as follows:</i></p> <ul style="list-style-type: none"> • <i>Council Representatives: Councillors who have been appointed as Advocates for Children and Youth (Chair and Deputy Chair);</i> • <i>1 Representative from Henderson Community Board;</i> • <i>1 Representative from Waitakere Community Board;</i> • <i>1 Representative from Massey Community Board;</i> • <i>1 Representative from New Lynn Community Board;</i> • <i>2 Representatives from Waitakere Secondary Schools Youth Council;</i> • <i>2 Representatives from Te Roopu Puawai O Waitakere;</i> • <i>2 Student representatives from Unitec Waitakere;</i> 	<p>Kitch Cuthbert ☎ 836 8000 Ext 8873</p> <p>Jo-Anne Inancsi ☎ 836 8000 Ext 8558</p>

	Issue	Comments	Reporting Council Officer
		<ul style="list-style-type: none"> • <i>Other members with particular expertise to be co-opted as required.</i> <p>2. <i>That the Projects Special Committee determines Councillor Cooper and Councillor Gilmour (both being Council-appointed Advocates for Children and Youth) to be respectively the Chairperson and Deputy Chairperson of the Youth Advocacy and Advisory Group.”</i></p> <p>(2176/2004)</p> <p>Members are thus requested to appoint a representative to this Youth Advocacy and Advisory Group.</p> <p>A copy of the report is circulated to Members separately with this Agenda.</p> <p><u>Green Bay Community House Management Committee</u></p> <p>The Board is requested to consider the re-appointment to the Green Bay Community House. Mr. Pim van der Voort was the Board’s representative for the 2001-2004 triennial term with Mr Brent Peters as the alternate. Mr van der Voort has confirmed the House’s request for continuing representation from the Board.</p>	<p>Louis Rattray. ☎ 836 8000 Ext 8799</p>
<p>4.</p>	<p>J. Hubscher’s Submission at Public Forum on Various Issues, including Footpaths, Public Toilets, Bus Shelters, etc.</p> <p>8 November 2004 Public Forum (Resolution1921/2004)</p>	<p>Council staff will investigate the issues raised and carry out repairs that can be funded from the 2004/2005 Annual Plan. However, there will be insufficient funding to address all of the issues raised.</p> <p>The issues will be investigated and prioritised and reported back to the Board with recommendations for further consideration through the 2005/2006 Annual Plan process.</p> <p>A letter was sent to advise Mr Hubscher on 14 December 2004 accordingly.</p>	<p>Tony Miguel ☎ 836 8000 Ext 8294</p>

	Issue	Comments	Reporting Council Officer
5.	Titirangi Road – New Parking Restrictions 29 November 2004 Public Forum (Resolution 2139/2004)	The new parking control was installed in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
6.	Local Government New Zealand – New Zealand Community Boards' Executive Committee 29 November 2004 Public Forum (Resolution 2149/2004)	As resolved by the Board at its last meeting, a letter has been sent to Local Government New Zealand supporting the nomination of Mike Cohen, Chairperson of the Devonport Community Board, North Shore City, to be the Zone 1 representative on the Executive Committee of the New Zealand Community Boards' Association for the ensuing three-year term.	Ray Day ☎ 836 8000 Ext 8328
7.	Kaurilands Road – School Bus Stop 29 November 2004 Public Forum (Resolution 2153/2004)	The parking control to facilitate bus stopping was installed in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
8.	Cajero Place and La Rosa Road – New 'No Stopping' Controls 29 November 2004 Public Forum (Resolution 2154/2004)	The new 'No Stopping' Controls were installed in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
9.	Melview Place – New 'No Stopping' Control 29 November 2004 Public Forum (Resolution 2155/2004)	The new 'No Stopping' Control was installed in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
10.	Northall road – New 'No Stopping' Controls 29 November 2004 Public Forum (Resolution 2156/2004)	The new 'No Stopping' Controls were installed in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
11.	Willerton Avenue – New 'No Stopping' Control 29 November 2004 Public Forum (Resolution 2157/2004)	The new 'No Stopping' Control was installed in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742

	Issue	Comments	Reporting Council Officer
12.	South Titirangi Road – Extension of Existing ‘No Stopping’ Control 29 November 2004 Public Forum (Resolution 2158/2004)	The existing ‘No Stopping’ Control was extended in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
13.	Titirangi Library and Community Centre Car Park – Changes to Parking Restrictions 29 November 2004 Public Forum (Resolution 2160/2004)	The changes to the parking restrictions were implemented in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
14.	Glen Eden Railway Station Public Car Park – New ‘No Stopping’ Control 29 November 2004 Public Forum (Resolution 2161/2004)	The new ‘No Stopping’ Control was installed in December 2004.	Paul Schischka ☎ 836 8000 Ext 8742
15.	New Zealand Community Boards Conference: Dunedin, 3 – 6 March 2005	<p>Board Members would have all received the brochure and registration form for the Local Government New Zealand Community Board Conference which is to be held in Dunedin on 3 – 6 March 2005. Council will fund the attendance of one representative from each Community Board. The normal practice is that this representative is the Board’s representative on the Auckland Regional and Far North Community Board Association. The Community Board concerned will be required to ratify the nomination of the attendee at its meeting. However, as these meetings are only scheduled for late January or early February 2005, Council wishes to arrange registration earlier than that. Registrations close on Friday, 4 February 2005 but in any event Council would like to register participants earlier due to the necessity of booking airfares and accommodation well in advance. The indications given by the Chairpersons to date are that the following will be attending the conference.</p> <p>New Lynn Community Board: Gayle Marshall;</p> <p>Waitakere Community Board: Christine Shepherd;</p>	Charlie Inngs ☎ 836 8000 Ext 8854

	Issue	Comments	Reporting Council Officer
		<p>Massey Community Board: Gayleen Maurice;</p> <p>Henderson Community Board: Wayne Bainbridge.</p> <p>Other Community Board Members are welcome to attend at their own expense as has been the practice in respect of previous conferences. If you wish to attend at your own expense please advise the Members Liaison Officer in good time for her to make the necessary arrangements for your attendance. The Board is asked to confirm the name of its nominated attendee.</p>	
16.	Zone 1 Appointment to New Zealand Community Boards' Executive Committee: Revised Announcement	<p>The Chief Executive of Local Government New Zealand has advised that due to an administrative error the original announcement was incorrect and elections will in fact be held for both a Zone 1 Representative and a Deputy Representative. A copy of the Chief Executive's letter is attached to this Agenda at page A1.</p> <p>Voting papers will be available at the Auckland Region and Far North Community Boards Association meeting on 19 February 2005. Postal votes will also be accepted up to 5pm on Wednesday 23 February 2005.</p> <p>The New Lynn Community Board is requested to authorise its representative to cast the necessary vote on both issues as the Voting papers will be available at the Auckland Region and Far North Community Boards Association meeting on 19 February 2005, and if not attending to cast the necessary postal vote.</p>	Charlie Inggs ☎ 836 8000 Ext 8854

A1

REPORTS PENDING				
	Subject	Date Requested	Report Due	Reporting Officer
1.	Paturoa Foreshore Erosion - Results of Coastline Survey	2 December 2001 Public Forum (Resolutions 343/2003 and 642/2003) 5 July 2004 (Resolution 1182/2004)	4 July, 2005	Harish Singh ☎ 836 8000 Ext 8953
2.	Anti-Speed Device for Vardon Road	1 December 2003 Public Forum	7 March, 2005 (A report covering survey results)	Adam Moller ☎ 836 8000 Ext 8750
3.	J. Hubscher's Submission at Public Forum on Various Issues, including Footpaths, Public Toilets, Bus Shelters, etc.	8 November 2004 Public Forum (Resolution 1921/2004)	7 March 2005	Tony Miguel ☎ 836 8000 Ext 8294
4.	Petition for Road Crossing for Great North Road Residents, Kevin Court	29 November 2004 Public Forum (Resolution 2136/2004)	7 March, 2005	Ross Hill ☎ 836 8000 Ext 8793
5.	West Coast Road – New Parking Restrictions	29 November 2004 Public Forum (Resolution 2143/2004)	7 March, 2005	Paul Schischka ☎ 836 8000 Ext 8742
6.	Friends of Whau Steering Group	January 2005	7 March, 2005	Tony Miguel ☎ 836 8000 Ext 8294

RECOMMENDATIONS

1. That the Committee Secretary's Report for 7 February 2005 be received.
2. That the New Lynn Community Board appoints a representative to:
 - (a) Waitakere Road Safety Steering Group;
 - (b) Youth Advocacy and Advisory Group; and
 - (c) Green Bay Community House Management Committee, with an alternate.

3. That the New Lynn Community Board confirm that Gayle Marshall attend the New Zealand Community Boards Conference in Dunedin from 3 to 6 March 2005, on behalf of the Community Board.
4. That the New Lynn Community Board authorise its representative to The Auckland Region and Far North Community Boards Association to exercise the votes of the New Lynn Community Board in respect of the election of a Zone 1 representative and Deputy Representative to the New Zealand Community Boards' Executive Committee, at the election to be held at the Auckland Region and Far North Community Boards Association meeting on 19 February 2005, and if not attending to cast the necessary postal vote.

Report prepared by: Audrey Chan, Committee Secretary.



8 ADOPTION OF CODE OF CONDUCT FOR COMMUNITY BOARD MEMBERS

PURPOSE OF THE REPORT

The purpose of this report is to update the New Lynn Community Board regarding the adoption of a Code of Conduct (the Code) following the triennial election held on 9 October 2004.

BACKGROUND

Schedule 7 Clause 15 of the Local Government Act 2002 requires Local Authorities to adopt a Code of Conduct for Members of the Local Authority as soon as practicable after the date of commencement of the Act on 1 July 2003.

A draft Code of Conduct was circulated to Councillors and a workshop for Councillors to discuss the Code was held on 16 April 2003.

Council's Legal Services Manager subsequently re-drafted the Code in order to ensure full compliance with the Local Government Act 2002, while capturing all of the sentiments expressed at the Councillors workshop. This Code was then adopted with further amendments, by Council on 14 July (1471/2003), with the further recommendation that Henderson, Massey, New Lynn and Waitakere Community Boards adopt similar codes as soon as practicable.

Section 54 of the Local Government Act 2002 specifically excludes Community Boards from the provisions of Schedule 7 Clause 15. Furthermore, the definition of Members of a Council, provided in Section 41 of the Local Government Act 2002, does not include Community Board Members. These exclusions mean that the Code is not automatically applicable to Community Boards. However, Community Boards may adopt a Code of Conduct on a voluntary basis and may use the Council's Code as a basis for their own.

The Council Code of Conduct was then tabled before the New Lynn Community Board at its meeting on 4 August 2003. The Board resolved that further work on the Code was required to fit it to the purposes of the Board:

- “2. That the New Lynn Community Board adopt a Code of Conduct based on that adopted by the Waitakere City Council.
3. That the Council Code of Conduct be amended to suit the requirements of the New Lynn Community Board and an appropriate draft be tabled for formal adoption at the Board’s next meeting.”

1572/2003

A2-A25

Subsequently a workshop on the Code of Conduct was convened on Thursday, 28 August 2003. Eleven of the twenty-two Community Board Members were in attendance. The Code attached to this Agenda at pages A2 to A25 incorporates a number of amendments recommended at the workshop.

At its meeting of 29 September the amended draft Code of Conduct for the Waitakere City Community Boards was tabled before the New Lynn Community Board. The Board then resolved to postpone its decision on the subject:

“That the matter on Adoption of Code of Conduct for Community Board Members be deferred until after Auckland Region Community Boards’ Association has discussed the matter at its coming meeting, and be brought back to the Board when feedback and results from that Association’s meeting are available.”

1973/2003

- The Auckland Region and Far North Community Boards Association subsequently held its scheduled meeting on Saturday 6 December 2003. The New Lynn Community Board at its meeting on 2 February 2004 resolved not to adopt a code;

The draft code was also presented, for adoption, to the other three Community Boards in Waitakere City. They took the following actions:

- Waitakere Community Board adopted the draft Code without amendment on 30 September 2003;
- Massey Community Board put a proposal to adopt the Code at its meeting on 1 October 2003, which was lost. Subsequently a procedural motion was carried that the original motion should lie on the table until the December meeting of The Massey Community Board. On 3 December 2003 the motion to adopt the Code was put again and lost on a division.
- Henderson Community Board resolved not to adopt the Code of Conduct at its meeting of 2 October 2004.

A2-A25

The Code concerned, as adopted by Waitakere Community Board, is attached to this Agenda at pages A2 to A25.

At the induction workshop for Community Board Members on 3 November 2004, and at the first Meeting of each Board for the 2004-2007 triennium an undertaking was made by staff members to re-present the Code to the February 2005 meetings of the four Community boards for review and possible adoption by those Boards who had not done so.

For the guidance of Members the following information regarding the adoption of Codes of Conduct by Community Boards in other Council areas has been obtained:

- Councils with Community Boards which have adopted a Code of Conduct (number of Community Boards concerned):

Central Otago District (five);
Dunedin City (one);
Queenstown Lakes District (one), (the Queenstown Lakes District Council has taken the issue a step further by adopting a Governance agreement between Council and the Community Board);
South Wairarapa District (three);
Tasman District (two);
Waikato District (five);
Wellington City (one);
Western Bay of Plenty District (five).

- Councils with Community Boards which have declined to adopt a Code (number of Community Boards concerned):

Dunedin City (five);
Rangitikei District (two);
Ruapehu District (three);
Wellington City (one).

- Councils which have adopted a Code on behalf of their Community Boards (number of Community Boards concerned):

Banks Peninsula District Council (two);
Buller District Council (one);
Taupo District Council (one);
Thames Coromandel District Council (five): (this Council intends to take this a step further by linking the applicability of the Code to the Community Boards in revised delegations to Community Boards)

STRATEGIC CONTEXT

Active Democracy is one of the nine strategic platforms adopted by Council in the Long Term Council Community Plan. As originally articulated in the 1994 Greenprint, one of the principles of active Democracy is Accountability. By adopting a voluntary Code of Conduct for their Members, Community Boards will demonstrate their commitment to this principle.

ISSUES

As stated, there is absolutely no compulsion at present, for any Community Board to adopt a Code of Conduct. However, the Code as adopted by the Waitakere Community Board provides that any allegations of the breach of the code be heard by a Conduct Review Board comprising of representatives of each of the four Community boards in Waitakere City. This has led to the current anomaly where the conduct of Members whose Board adopted the Code is subject to review by Members whose Board did not. Accordingly the three Community Boards who did not adopt the Code are being asked to reconsider their position. If all or any of these Boards decide to maintain the status quo the Waitakere Community Board will be given the opportunity to revise and review provisions of their current code.

RESOURCES

No additional resources will be required.

CONCLUSION

A2 to A25

The New Lynn Community Board is being requested to adopt one of the following alternative courses of action:

- a) Review the Code adopted by Waitakere Community Board with a view to amending it to suit the requirements of New Lynn Community Board;
- b) Adopt the Code of Conduct attached to this Agenda at pages A2 to A25;
- c) Resolve to take no further action, i.e., resolve not to adopt any code of Conduct.

RECOMMENDATIONS

1. That the Code of Conduct for Community Board Members report be received.
2. That New Lynn Community Board adopt one of the following alternative courses of action:
 - a) Review the Code adopted by Waitakere Community Board with a view to amending it to suit the requirements of New Lynn Community Board;
 - b) Adopt the Code of Conduct attached to this Agenda at pages A2 to A25;
 - c) Resolve to take no further action, i.e., resolve not to adopt any code of Conduct.

Report prepared by: Charlie Inggs, Democracy and Governance Team Manager



9 COMMUNITY WELLBEING FUND CHANGES TO ALLOCATION

PURPOSE OF THE REPORT

The purpose of the report is to seek the Board's agreement to increase the maximum amount that can be allocated for each application to the Community Wellbeing Fund Community Board allocation.

BACKGROUND

In 1998 the Community Wellbeing Fund was set up; this replaced the previous Council's Social programme Fund. An amount of around 50 cents per person (this equated to \$80,000) was set aside in the form of a grants fund to be distributed to groups engaged in a wide range of social service and community activities. This was split \$40,000 for groups that provided services citywide and \$40,000 to be allocated on a pro rata basis across each of the Wards, for the Community Boards to distribute to groups that provided services mainly in one Community Board area.

At this time the size of grants ranged from a few hundred dollars to a maximum of \$5,000. Each year since 1998 the number of applications increased and accordingly the amount able to be granted to each application became less, the fund became unable to support grants up to the amount of \$5,000. In the year 2003/2004 Annual Plan, the fund was increased to \$82,000 per annum and in May 2003 changes were made to reflect a more realistic figure that groups could expect to receive. These were:

- Applicants to the citywide fund up to \$3,000
- Applicants to the Community Board Fund to an approximate amount of \$1,000.

In both the 2003 and 2004 funding round several of the Community Board allocations were undersubscribed. As a result, in the 2004 allocation process the following resolution was passed by the Massey Community Board.

“That Massey Community Board recommends to the Council that the Community Boards maximum allocation per application from the Community Wellbeing Fund, Community Board allocations be increased from \$1,000 to \$5,000.”

1628/2004

In the November 2004 Council meeting the above resolution was put to Council and the following resolution was passed:

“That Community Board’s maximum allocation per application from the Community Wellbeing Fund be increased from \$1,000 to \$5,000 for Massey Community Board and for the Waitakere, Henderson and New Lynn Community Boards subject to their approval.”

2108/2004

This report is in response to the above resolution.

STRATEGIC CONTEXT

The Community Wellbeing Fund aligns with Council’s Community Assistance Policy with the goal of the Policy being to help strengthen the ability of local community groups to create a strong social base for Waitakere City and to meet local needs. In the Community Well Fund an applicant must meet one or more of the objectives from the Community Assistance Policy, which helps achieve this strategic goal.

ISSUES

Although the Citywide allocation of Community Wellbeing funding continues to be substantially oversubscribed, in both 2003 and 2004 three out of the four Community Board funding rounds were undersubscribed and the balance was reallocated to the citywide allocation.

Prior to the 2003 funding round, applicants could apply for up to \$5,000. A decision was made in May 2003 to amend the amounts that each applicant is eligible to apply for. This came about as a result of a workshop of Councillors and the Community Board Members who met to look at the oversubscription of the fund. At this workshop a recommendation was made to amend the maximum amount that can be granted for the citywide fund from \$5,000 to \$3,000 and the maximum amount that can be granted from the Community Board allocation from \$5,000 to in general \$1,000.

It is expected that this will resolve the problem of Community Board undersubscription.

RESOURCES

There are no additional financial or staffing resources required for officers to allocate this fund. The Community Assistance Administrator administers the process.

CONCLUSION

In 2003 and 2004, three out of the four Community Wellbeing Community Board funding rounds were undersubscribed and the balance not allocated was transferred to the citywide allocation.

In order to address this issue, it is recommended that the maximum amount that an applicant can apply to the Community Wellbeing Fund Community Board allocation be increased from \$1,000 to \$1,500.

It is expected that this will resolve the problem of Community Board undersubscription.

RECOMMENDATIONS

1. That the Community Wellbeing Fund Changes to Allocation report be received.
2. That the New Lynn Community Board's maximum allocation per application from the Community Wellbeing Fund be increased from \$1,000 to \$1,500.

Report prepared by Jan Brown, Community Assistance Administrator



10 CASTLEFORD STREET – NEW NO STOPPING CONTROL

PURPOSE OF THE REPORT

This report seeks the New Lynn Community Board's approval for a new 'No Stopping At All Times' control in Castleford Street, Green Bay.

BACKGROUND

Last year a resident of Castleford Street, Green Bay, through an Elected Member, contacted Council concerned that the high speed of traffic in Castleford Street presents a hazard to pedestrians. The resident has requested that speed humps be installed in the street.

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

Council installs speed humps and other traffic calming measures in residential streets at the request of the residents as part of the slow streets programme. To qualify for slow streets a street should normally meet the following criteria:

- Be designated a 'local road' in the district plan;
- Have no adverse characteristics, such as a steep grade, severe curves, etc;
- Not be a cul de sac;
- Not be a regular bus route;
- Have a known crash record (at least two injury crashes in the last two years);
- Have a known speeding problem (15% of vehicles traveling at 65km/hr in a 50km/hr zone);
- Have suitable alternative routes to absorb any diverted traffic.

Should a street meet the above criteria then the residents requesting traffic calming measures are asked to circulate a petition to other residents of the street requesting that the street be included in the slow street programme. Should a two-third majority of the residents of a street indicate their support for traffic calming measures in their street then it is placed on the slow streets waiting list. There are currently around 60 streets on the slow street waiting list. Given the limited budget available to install traffic calming devices, it will take a number of years before all these streets can be attended to.

Castleford Street does not qualify for slow streets as it does not have the required crash record.

The resident also mentioned that vehicles regularly park on the east side of Castleford Street near the intersection with Godley Road, and that these parked vehicles present a possible hazard to other motorists as they are difficult for drivers to see at night when turning into Castleford Street. There is one recorded accident on the accident database reported by the police where a moving vehicle collided with a parked vehicle in this location.

Although the potential for additional accidents in this location is not high it is possible. On street parking demand in this area is low and there are a number of alternative locations for residents to park nearby that would be safer than this part of Castleford Street.

A26

There is an existing short length of 'No Stopping' line on the east side of Castleford Street around the intersection with Godley Road. It is proposed to extend this line further into Castleford street to the northern edge of the first vehicle crossing. The location of the proposed new parking control is marked on the attached aerial photograph at page A26.

The residents that live in close proximity to the proposed change were consulted by letter. No replies were received.

RESOURCES

The proposed new parking control markings can be implemented under the 2004/2005 maintenance budgets.

CONCLUSION

The proposed parking restriction in Castleford Street is desirable to prevent vehicles parking in a location which could present a hazard to other motorists.

RECOMMENDATIONS

1. That the Castleford Street – New No Stopping Control report be received.
2. That in relation to **CASTLEFORD STREET, GREEN BAY:**

- (a) That all existing parking restrictions or limitations currently applicable to **CASTLEFORD STREET** imposed by any prior resolution (including resolutions of any former authority), that have been affected, or superseded, or replaced by part (b) this resolution 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 authorized 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 controls be now resolved to be specified and imposed, namely,
 - (i) on the east kerb line of **CASTLEFORD STREET** starting from the point where the kerb line meets the south kerb line of **GODLEY ROAD** and extending to a point a further 31 metres east along the kerb line a new **NO STOPPING AT ALL TIMES** control be put in place.
3. That the appropriate marking, in accordance with the Traffic Regulations 1976, be hereby approved to be put in place to properly establish, delineate and record the said parking restrictions.

Report prepared by: Paul Schischka, Transport Engineer.



11 TITIRANGI ROAD – NEW P15 PARKING CONTROL

PURPOSE OF THE REPORT

This report seeks the New Lynn Community Board's approval for a new 'P15' control in Titirangi Road, Titirangi.

BACKGROUND

The operator of the Westview Superette located at 235 Titirangi Road, through an Elected Member, contacted Council requesting that a time limit parking restriction be installed in the parking area outside their premises. They have reported that recently many of the parking spaces in this location have been used by vehicles parked for long periods of time and that this prevents their customers from parking outside their shop.

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.

Appropriate time restrictions for parking allow for the most effective utilisation of parking, best allowing for the essential needs of parking users. Shorter time limits ensure turnover, stimulating business activity, but if they are too short, business cannot be concluded without the prospect of infringing restrictions and consequential fines.

ISSUES

The Westview Superette is located on the west side of Titirangi Road between the intersections with Pleasant Road and West Lynn Road. There is a recessed parking bay outside the shop which provides parking for seven cars.

There is currently subdivision work undertaken in nearby properties to the south of the superette and vehicles belonging to persons carrying out works on the subdivision have been occasionally parked outside the shop all day.

In order to ensure that some parking is available to the superette's customers it is proposed that a parking restriction be implemented on four of the seven spaces. The superette opens at 7am each day and closes between 7pm and 8.30pm depending on the time of year. The proposed times that the parking restriction would be in effect would match the maximum hours that the superette would be open and it is proposed that the P15 restriction be in force 7am to 8.30pm, Monday to Sunday.

The current parking demand associated with the nearby subdivision work will not continue indefinitely and demand for on street parking from nearby residents is low and it may appear that a long term parking restriction is not warranted and that a restriction applicable to the duration of the subdivision works only should be considered instead. However, the cost to install a new parking restriction mostly consists of the cost of erecting the required signage and temporary parking restriction signage is of similar cost to permanent signage. The long term negative effect of a parking restriction in this location is negligible and there would be definite benefits in a parking restriction in this location in the short to medium term.

The residents that live in close proximity to the proposed change were consulted by letter. This letter proposed that a P30 restriction be imposed on the four southern most of the seven car parks outside the dairy. One reply was received from the owner of the property where the subdivision work had been undertaken. This person objected to the proposed change and stated that he would prefer that a P15 parking restriction be applied to the three northernmost car parks instead and that he would prefer shorter hours of restriction.

To partially accommodate this request the proposed restrictions have been altered from what was originally requested in that a P15 restriction is proposed and that the four northernmost parking spaces be restricted rather than the four southernmost. The superette owners have been notified of these changes and are not unhappy with them.

It is desirable to leave some of the seven car parking spaces unrestricted to allow for nearby residents guests or occasional other use as there is very limited suitable on street parking elsewhere in this portion of Titirangi Road.

A27

The location of the proposed new parking control is marked on the attached aerial photograph at page A27.

RESOURCES

The proposed new parking control markings can be implemented under the 2004/2005 maintenance budgets.

CONCLUSION

The proposed parking restriction in Titirangi Road is desirable to ensure adequate parking is available for the customers of the Westview Superette located at 235 Titirangi Road.

RECOMMENDATIONS

1. That the Titirangi Road – New P15 Parking Control report be received.
2. That in relation to **TITIRANGI ROAD, TITIRANGI:**
 - 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) on the west kerb line of **TITIRANGI ROAD** starting from a point 9 metres north along the kerb line from a point on the kerb line adjacent to the boundary between number 235 and 237 **TITIRANGI ROAD** and extending to a point a further 10 metres north along the kerb line a new **P15, 7.00am to 8.30pm MONDAY TO FRIDAY** parking control be put in place.
3. That the appropriate marking, in accordance with the Traffic Regulations 1976, be hereby approved to be put in place to properly establish, delineate and record the said parking restrictions.

Report prepared by: Paul Schischka, Transport Engineer.



12 GLEN EDEN LIBRARY – DISABILITY PARKING

PURPOSE OF REPORT

This report examines the feasibility of creating an additional disability parking space outside the Glen Eden library in Glendale Road.

BACKGROUND

During the public forum portion of the 8 November 2004 meeting of the New Lynn Community Board an Elected Member requested that an additional disability car parking space be created outside the Glen Eden Library in Glendale Road by reducing the length of the nearby taxi stand.

At that meeting a report on this matter was requested by the board.

MOVED by Cr JM Clews, seconded WD Buchanan:

“That the Chief Executive be requested to prepare a report investigating the feasibility of providing an additional car parking space for the disabled outside the Glen Eden Library by reducing one of the six taxi stand spaces in the location.”

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.

The provision of parking spaces set aside for the exclusive use of the disabled allows mobility impaired members of the community improved access to the commercial and public services provided in city centres

ISSUES

New Glen Eden Library in Glendale Road opened in October 2004. The library has 25 on-site car parks and there is also a recessed parking bay on the edge of Glendale Road within the road reserve outside the library which incorporates two disability parking spaces, a bus stop and a taxi stand. The taxi rank is 28 metres long and will comfortably accommodate four taxis. To travel from the library's own basement level car park to the front entrance of the library visitors must walk up two flights of steps.

Council's Code of Practice requires one disability space be set aside for every 50 car parks on a site. There are 2 disability parking spaces out of a total of 31 spaces for the library. This number of disability parking spaces is well within Council's normal requirement; however, community facilities like libraries could be expected to have more disabled patrons than many other types of facility and the requirements of the Code of Practice may not be sufficient in these cases.

The library keeps a book in which visitors may write their comments regarding the library. Since October when the library opened there have been numerous comments written in the book from library patrons dissatisfied with the library's car park. Most of the comments were in regard to the difficulty that the elderly, infirm and parents with small children with push chairs would have traversing these stairs. Provision of a lift from the library's basement to its upper floor or additional disability parking near the entrance were both suggested solutions to this problem.

In regard to the feasibility of providing an additional disability car park outside the library, it would be feasible to do so by reducing the length of the Taxi Stand. However, it would only be desirable to do so if the benefits gained outweigh the negative effects of the reduction of the length of the taxi stand.

This taxi stand is the only such facility within the Glen Eden town centre, and is often fully occupied by waiting taxis. Taxis are a form of public transport and reducing the size of the taxi stand would not be consistent with Council's policy of encouraging public transport.

A28

A survey of the utilisation of the car park by disability parking permit holders was carried out by the staff of the Library. Over the course of three weeks from 20 December 2004 until 8 January 2005 a check has made each hour on the hour between the hours of 9am and 5pm on days when the library was open on how many of the disability parking spaces were occupied. A total of 87 checks were made. Of these checks on 10 (11%) occasions both spaces were occupied, on 33 (38%) one of spaces was occupied and on 44 (51%) occasions neither space was occupied. Given that the existing two disability spaces were only both occupied on only a small proportion of occasions it is not recommended that an additional disability space be provided. A copy of the results of this survey is attached at page A28.

Many of those persons currently experiencing difficulties traversing the stairs from the car park would not benefit from an additional disability parking space. Many elderly people do not have mobility parking permits nor do most parents with small children. Although many shopping malls and private car parks have 'parent with push chair' spaces these types of spaces are not permitted within the public road reserve under existing legislation.

The two disability spaces, bus stop and taxi stand outside the library have never been legally resolved by the Community Board and are currently marked but not sign posted. It is recommended that the Board now resolve these parking restrictions so that these spaces may be sign-posted with the correct regulatory parking signage and so that Council's Parking Enforcement Officers may enforce these restrictions.

A number of comments in the library's visitor book note the lack of a very short-term parking space near the library entrance which could be used by people returning library books. As the disability spaces are not well used at night or on Sundays when the library is closed it is recommended that the Board resolve a parking restriction that would allow the general public to park for up to five minutes in one of the spaces between 5pm and 9am Monday to Saturday and at all times on Sunday, so as to allow this space to be used as an out of hours book drop off zone.

RESOURCES

The proposed new parking control markings can be implemented under the 2004/2005 maintenance budgets.

CONCLUSION

There is a definite perception by many patrons of the new Glen Eden library that the library's car parking facilities fail to provide easy access for the elderly, infirm and parents with small children or push chairs; however, given the relatively low utilization of the existing disability car parks it does not appear that an additional disability parking space will alleviate this problem.

It is recommended that the Board now resolve the existing marked disability spaces, bus stop and taxi rank outside the library in Glendale Road so that these spaces may be sign-posted with regulatory parking signage and be subject to enforcement by Council's Parking Enforcement Officers.

RECOMMENDATIONS

1. That the Glen Eden Library – Disability Parking report be received.
2. That in relation to **GLENDALE ROAD, GLEN EDEN:**
 - (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. on the west kerb line of **GLENDALE ROAD** starting from a point 14 metres south of the south kerb of **GLENMALL PLACE** and extending to a point a further 8 metres south a new **OPERATION MOBILITY PERMIT HOLDERS PARKING ONLY** parking control be put in place.
 - ii. on the west kerb line of **GLENDALE ROAD** starting from a point 22 metres south of the south kerb of **GLENMALL PLACE** and extending to a point a further 7 metres south a new **OPERATION MOBILITY PERMIT HOLDERS PARKING ONLY 9am to 5pm MONDAY TO SATURDAY, P5 AT ALL OTHER TIMES** parking control be put in place.

- iii. on the west kerb line of **GLENDALE ROAD** starting from a point 29 metres south of the south kerb of **GLENMALL PLACE** and extending to a point a further 16 metres south a new **BUS STOP** parking control be put in place.
 - iv. on the west kerb line of **GLENDALE ROAD** starting from a point 46 metres south of the south kerb of **GLENMALL PLACE** and extending to a point a further 28 metres south a new **TAXI STAND** parking control be put in place.
3. That the appropriate marking, in accordance with the Traffic Regulations 1976, be hereby approved to be put in place to properly establish, delineate and record the said parking.

Report prepared by: Paul Schischka, Transport Engineer.

13 BOARD MEMBERS' REPORTS

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

NEW LYNN COMMUNITY BOARD APPOINTMENTS

OUTSIDE ORGANISATIONS	APPOINTMENT
Auckland Region and Far North Community Board Association Executive Committee	Gayle Marshall Pim van der Voort
Keep Waitakere Beautiful Committee	Elizabeth Francke
Glen Eden Citizens Advice Bureau	Gayle Marshall
Council/Police Liaison Group	Elizabeth Francke Sandra Taylor
COUNCIL COMMITTEES	
Hearings Committee	Elizabeth Francke Sandra Taylor
Community Sport Fund Allocation Subcommittee	William Buchanan Gayle Marshall
Long Term Council Plan and Annual Plan Special Committee	Pim van der Voort Gayle Marshall
COMMUNITY BOARD SUBCOMMITTEE	
New Lynn Community Board Street Events Subcommittee	William Buchanan