



**AGENDA FOR AN ORDINARY MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE  
HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,  
WAITAKERE CITY, ON TUESDAY, 3 JUNE 2003,  
COMMENCING AT 7.00 PM.**

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**AGENDA FOR AN ORDINARY MEETING OF THE WAITAKERE COMMUNITY BOARD TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON TUESDAY, 3 JUNE 2003, COMMENCING AT 7.00 PM.**

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**1 APOLOGIES**



**2 CONFIRMATION OF MINUTES**

Ordinary - Tuesday, 6 May 2003

**RECOMMENDATION**

That the minutes of the Ordinary Meeting of the Waitakere Community Board held on Tuesday, 6 May 2003, as circulated, be taken as read and now be confirmed.



**3 URGENT BUSINESS**

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

- (i) the item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Board resolves to deal with the item.

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

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



#### 4 **PUBLIC FORUM**

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

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

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



#### 5 **CHAIRPERSON'S REPORT**

##### **ANZAC DAY**

All my life ANZAC Day was just an excuse for a day off school and then in latter years, work. My father never spoke of his years in the second world war, he always said it was something he'd rather forget. So as children we never attended ANZAC Day parades and I now feel sad that all those years we, as a family, never acknowledged the huge loss to life through war. I think it's great that there are so many children today encouraged to take part in 'remembering those fallen soldiers'.

My day started at 5am when I rose for the Dawn Candlelight Service at the Waikumete Cemetery. This was a very sombre, but moving ceremony. I then met Cr Hulse, and a couple of others at the Swanson Railway Station for a most delightful breakfast and then Cr Hulse and I both attended both the Swanson and Waitakere RSA services. Both were very well attended and once again I was pleased to see so many children involved. I would like to acknowledge both RSA's for their very warm welcome and congratulate Waitakere on their fabulous new memorial at the entrance to the RSA.

I was disappointed at being unable to attend the Piha Service but my son was playing league for the Auckland U18's at 1pm.

I would like to thank each and every one of my Board members who represented Council and the Waitakere Community Board by attending at least one service within the Waitakere Ward on this very special day.

## **LONG TERM COUNCIL COMMUNITY PLAN CONSULTATION**

Community consultation is always interesting because the majority of people you talk to don't really want to talk about the city-wide issues in general but what affects them directly and often individually.

On the day the Swanson Market was happening Cr Hulse and I undertook to set up the consultation stand and speak to the market goers. We received seven personal issues that we passed on to the Council officers for action.....two of which were Titirangi residents. However the feedback we received was valuable and time spent at Swanson is always a pleasure.

I had a conversation recently with a good friend who has moved and is now living and working in Birkenhead. She was in Real Estate for many years in Waitakere City and she told me that she wished she were still dealing with the Waitakere City Council as the North Shore City Council was so behind it was like dealing with the Waitakere City Council in the 1970's.

## **HERBICIDE REDUCTION**

I attended the second public workshop on this, as I was unable to get to the first one. I am a bit confused as to where the Council is expected to go with this. It appears to me there are a few people who are advocating very strongly for Council to do something that is likely to cost a lot of money. I liked what I heard where some residents and schools are being proactive in having their land designated a 'no spray' area and taking on board the weed removal themselves. And the idea of no spraying in term time around schools is feasible, but one suggestion was to spray playing fields at the beginning of the week as games are on the weekend, obviously this person doesn't realise the same fields are used all week for practice!

During my conversation with one of the staff members after the meeting I asked whether they had identified what trials had been undertaken in other councils and their outcomes. The answer was yes and I hope to have some details for the next agenda.

## **LIFE EDUCATION TRUST**

I attended the launch of the "Harold Club" at Council and was very impressed with what they are doing.

The Life Education Trusts purpose is to educate young people about the dangers of substance abuse. Many children these days are introduced to illegal substance's in primary and intermediate schools, at a time when they are still too young and immature to know the damage it can do and make the decision to say no!

This is a programme that hopes to catch kids before they reach the edge of the cliff, let alone fall off, because believe me there aren't enough ambulances at the bottom of that cliff! The amount of use of methamphetamine, more commonly known as "P", in Waitakere City is hitting epidemic proportions and I am 100% behind Mayor Bob Harvey and his push to do something about it now!

Anyone wishing to support the Life Education Trust by becoming a member should contact them for a form.

## **TREES FOR BABIES**

Once again we had a tremendous turn out for our Ward's Trees For Babies planting. All the 100 tree's allocated were planted at the Sunvue Reserve in Glen Eden. It's always neat to see the Council, Keep Waitakere Beautiful and Plunket supporting this project and in MP Lynn Pillay's words "what a cunning move it is where Council can capitalise on all that free labour to get 100 trees planted".

## **CANDIA ROAD EXTENSION OPENING**

It was an honour and a privilege to make the opening speech for the Candia Road extension on site last Friday morning. It was a pleasure to welcome Mayoress Barbara Harvey, Community Board members from both Waitakere and Massey Wards, Chairman and members of the Swanson Residents & Ratepayers Association, Council and Works Infrastructure staff, engineers, several invited guests and members of the public.

It was way back in 1976 that the NZ Railways decided they needed to replace the existing wooden rail bridge with a ballast concrete one just south of the O'Neill's Road crossing. In 1978 they came to an agreement with the Waitemata City Council to plan at the same time the Candia Road extension through to Swanson Road.

Some 25 years later as part of the city-wide transport strategy it was planned to close the O'Neill's Road crossing to vehicular traffic, retaining pedestrian access only for local residents and school children, and to go ahead with the road under the bridge and extend Candia Road. (48% of the road construction costs were funded by Transfund).

The O'Neill's Road rail crossing was the second worst crossing for collisions in New Zealand, having had three collisions in five years. It had also become a necessity as part of the transport strategy to have a new rail crossing in New Lynn, as no more than the existing number of crossing were allowed in the City.

The sun played its part, something hard to count on at this time of year, Massey Community Board Chairperson Bob Jessopp opened the proceedings, and following my speech there was a short speech by David Cox of Works Infrastructure and the ribbon was then cut by Ian Hutchenson, Swanson Residents & Ratepayers Association Chairman. Everyone was then invited to the Swanson RSA for a very delightful morning tea.

We have the Annual Plan hearings and deliberations coming up this month and I will be attending the National Community Board Conference Thursday, 12 June to Sunday, 15 June 2003 in New Plymouth which I am looking forward to immensely.

### **RECOMMENDATION**






That the Chairperson's Report be received.

Christine Shepherd, JP

**CHAIRPERSON**






6 **COMMITTEE SECRETARY'S REPORT**

ISSUE	COMMENTS	REPORTING COUNCIL OFFICER
Swanson Reserves Management Plan	The draft Swanson Reserves Management Plan has been prepared and is go before the Kay Road Balefill Site Management Committee. There has been a delay in convening this group, however, we now have the full membership as required by the Mediation Agreement and a meeting of the Site Management Committee was held on Tuesday, 27 May 2003. If the meeting is satisfied with the provisions of the Plan that relate to the balefill, the draft Plan will proceed to the Advisory Group, and from there, to the Waitakere Community Board. A report will be forwarded to the July meeting of the Community Board.	Mandy McMullin  836 8000 ext: 8792
Glengarry Road: Pedestrian Crossing and Bus Stop	<p>A report was requested at the April 2003 meeting of the Board regarding the pedestrian crossing and bus-stop issues on Glengarry Road in the vicinity of the Greenview Park Retirement Village. A brief update for members is as follows.</p> <ul style="list-style-type: none"> <li>• Warning signs have been erected;</li> <li>• the footpath on the opposite side of Glengarry Road has recently been repaired up to West Coast Road.</li> </ul> <p>Consultancy Services has prepared a pedestrian safety report for pedestrians travelling from the Greenview Park Retirement Village to West Coast Road. Transport Assets will analyse this report and a report will be brought to the July 2003 meeting of the Board.</p>	Upail Ileperuma  836 8000 ext: 8716
Accident Investigation Study 2002/2003	The Projects Special Committee resolved that a copy of the Accident Investigation Study 2002/2003 be forwarded to the Board for information. The report is attached at pages A1 to A2.	Reg Cuthers  836 8000 extn 8740
Update on Piha Toilet Block and Wastewater Upgrade	Tenders for the physical works and wastewater system for the Piha Toilet Block and Wastewater Upgrade closed on Monday, 28 April 2003. One tender was received for the wastewater contract and none for physical works contract. The physical works contact was being readvertised, and closed on Tuesday, 27 May 2003.	Melinda King  836 8000 extn 8759
Lease to Laingholm Fishing Club - Sandy's Parade	The Board at its July 2002 meeting resolved that the Chief Executive be given authority to negotiate and execute a lease with the Laingholm Fishing Club for the area of Sandy's Parade. A draft lease has been sent to the club and negotiations are progressing to conclude a final lease with them.	Alastair Douglas  836 8000 ext: 8945

A1 - A2





ISSUE	COMMENTS	REPORTING COUNCIL OFFICER
North Candia Road Link Update	<p>The North Candia Road Link was opened on 23 May 2003. Some tree planting and landscaping work will be carried out on this link after this date.</p> <p>After North Candia Road is opened the O'Neill's Road rail crossing will be closed to traffic. The works on this rail crossing and on O'Neill's Road and Pooks Road at the crossing will be carried out. All this work should be completed by the end of June 2003.</p>	<p>Edwin Dearham ☎ 836 8000 ext: 8756</p>
Karekare Public Toilet Upgrade	<p>The consent application to the Auckland Regional Council for the wastewater treatment system at Karekare was lodged in late May 2003. This application was publicly notified and is expected that a number of Karekare residents will object to the application. Following the decision by the Community Board in May to site the public toilet block in the car park at Karekare, a design meeting with the Karekare community will be held in June 2003 and members of the Community Board will be invited.</p>	<p>Peter Sewell ☎ 836 8000 ext: 8759</p>
Laingholm Park Sportsfield Development	<p>The work at Laingholm Park is nearing completion, there are some issues with the quality of the workmanship in places. These issues are being worked through with the contractor and it is expected that works will be completed to a satisfactory standard during June 2003.</p>	<p>Peter Sewell ☎ 836 8000 ext: 8759</p>
Wekatahi / Marawhara Stream Realignment	<p>An on site meeting with those people that provided submissions on the consent in regards to the Wekatahi / Marawhara Stream realignment was held in late May and a staff member will be present at the Piha Residents &amp; Ratepayers meeting in early June to update the Piha residents on the project status. If the objections to the consent application are withdrawn as a result of the revised 'two outlet' proposal, it is expected that the consent will be issued in June/July and works could proceed in late winter 2003. However, if there are ongoing objections to the proposed works then the project could be significantly delayed.</p>	<p>Peter Sewell ☎ 836 8000 ext: 8759</p>
Project Twin Streams - Community Board Participation	<p>The primary focus of the project at the moment is securing funding and consultation with directly affected property owners. A detailed community participation programme has been developed at present and it is planned to report back to the Community Board in September 2003.</p>	<p>Tony Miguel ☎ 836 8000 ext: 8294</p>

ISSUE	COMMENTS	REPORTING COUNCIL OFFICER
Piha / Karekare and Huia / Cornwallis Local Water Plan	<p>At present the key issue is the proposals by Watercare Services Limited with regard to the Huia Village water supply.</p> <p>It is proposed to hold meetings of the two groups in June 2003 to agree the work programme that will enable the Local Water Plan to be completed by 30 June 2005 so that it becomes the assessment of water and wastewater services for these areas, as required by the Local Government Act 2002.</p>	<p>Tony Miguel ☎ 836 8000 ext: 8294</p>
Watercare Waitakere Water Supply Dams	<p>A meeting was held with stakeholders on 7 May 2003 and a further meeting is planned for Wednesday, 4 June 2003. The meetings to date have been positive with Watercare Services Limited agreeing in principal to consider an inclusive consultation process. It is planned to develop this process over the next two months and report back to the Community Board in August 2003 with a recommended process.</p>	<p>Tony Miguel ☎ 836 8000 ext: 8294</p>
San Domingo Rise Footpath upgrade	<p>Council is looking at installing a footpath on the south side of San Domingo Rise (120 metres approx \$12,000). Funding for this will come from the School Traffic Safety Budget (2003/2004 year). Council has committed funding for this project. The fence issue (closed bordered fence that obscures visibility along San Domingo Rise) is being addressed. A letter is being sent to the owner regarding the hazard this fence is causing and possible solutions for them to consider.</p>	<p>Tony Miguel ☎ 836 8000 ext: 8294</p>
Proposed Sealing Works at 713 Swanson Road	<p>The site was inspected on 14 May 2003. There is a definite depression in the new hotmix layer and the concrete crossing platform. Consultancy Services have been instructed to meet with the contractor and remedy the problem. They are expected to carryout these repairs during the next two weeks (weather permitting).</p>	<p>Reg Cuthers ☎ 836 8000 ext: 8740</p>
Palomino Drive Pedestrian Crossing Point	<p>The Contract has been awarded to Fulton Hogan Limited. They are expected to start contract work in the first week of June 2003.</p>	<p>Reg Cuthers ☎ 836 8000 ext: 8740</p>
Munroe Bridge Construction	<p>Design and Contract Documents have been completed for the construction of the Munroe Bridge. Transport Assets are awaiting approval through the Long Term Council Community Plan process and Transfund. It is anticipated that the project will commence early June 2003.</p>	<p>Reg Cuthers ☎ 836 8000 ext: 8740</p>
Lockington Green - 169 Sturges Road	<p>This site has been added to the Minor Safety projects list for implementation in the 2003/2004 year. Early December 2003 is the expected installation date.</p>	<p>Reg Cuthers ☎ 836 8000 ext: 8740</p>

ISSUE	COMMENTS	REPORTING COUNCIL OFFICER
Proposed "No Stopping At All Times" Signs at 35 - 37 Grassmere Road, Henderson	There were issues raised by the Members of the Community Board on "No Stopping At All Times" signs to be in place in the vicinity of 35 - 37 Grassmere Road. Transport Engineer visited the site and a full report will be forwarded to the Community Board for its July 2003 meeting.	Honwin Shen  836 8000 ext: 8738
Update on the McLaren Park (Henderson South) Community	The first community consultation event for McLaren Park Community Project (MPCP) was held on Friday, 4 April 2003. The McLaren Park Community Action Project is continuing to do well with the Community Action Group meeting weekly to organise community events and other initiatives to strengthen the project and the community. Upcoming community events to be held at Bruce McLaren Intermediate School include a Youth Disco on Friday, 30 May for ages 11 - 15 and a Community Talent Quest on Friday, 13 June from 7pm which is open to all ages. A Health Promoting Day is planned for Saturday, 28 June and the Carolyn McCurdie (co-ordinator) and the Action Group are currently working on a quarterly community newsletter and business directory.	Polly O'Brien  836 8000 ext: 8559
Piha Aquatic Risk Report	<p>This report is to advise the Community Board that Surf Life Saving - Northern Region, have been employed to carry out an aquatic risk assessment at Piha. This has been initiated for three reasons:</p> <ul style="list-style-type: none"> <li>(a) drownings at Piha continue to be at high level. 34 have drowned since 1980.</li> <li>(b) Standards NZ have recently published new criteria for water safety signage, that is universally accepted.</li> <li>(c) over time, there has been a proliferation of water safety signage at Piha, and there is a need to update and rationalise this signage.</li> </ul> <p>Surf Life Saving - Northern Region will deliver a report outlining recommended:</p> <ul style="list-style-type: none"> <li>• access signage requirements to hazard warnings, regulations, and lifesavings services.</li> <li>• main carpark signage requirements relating to hazard warnings, regulations and lifesaving services.</li> <li>• individual hazard warning signage requirements for specific areas of high risk.</li> <li>• road signage to assist motorists to patrolled locations and away from hazardous areas.</li> </ul>	Warren Ogilvie  836 8000 extn 8561

ISSUE	COMMENTS	REPORTING COUNCIL OFFICER
	<ul style="list-style-type: none"> <li>• individual production specifications and siting of each sign.</li> <li>• removal of unnecessary and non standardised signage.</li> <li>• control of access to the coastal environment.</li> </ul> <p>As part of the audit Surf Life Saving Northern Region will consult with community groups such as the Auckland Regional Council, Surf Clubs, Fire Service, and Resident and Ratepayers Association.</p> <p>Once the report has been received a plan will be constructed to implement the recommendations.</p>	
<p>Piha Sand Dune Fences</p>	<p>This report is to update the Board on the progress of the Piha Sand Dune Fences project. A sand fence has been erected in front of the sand dune blowout, opposite the Piha Surf Life Saving Club. Planting on this dune is to be actioned by the Piha Coast Care group in the not too distant future.</p> <p>Details of the maintenance of the sand dune people fences have been finalised. Many opinions have been listened to, and consultation has occurred with the Auckland Regional Council. What remains of the current post and wire fences are to be removed, and replaced with a post and rope system, on a sector by sector basis. It will serve both as a detraction and will look good. Designated accessways from carpark to beach will be clearly identified, and discreet positively worded signage will be placed on some posts to increase the public's awareness of the fragile dune area. The rounded posts on the perimeter will be 1.8m in length, with 1metre above the surface. No concrete is used in the installation of the posts. The rope will be positioned at approx. 80cm height. The rope has a wire core to discourage people cutting it. The posts at the designated accessways will be 2.4m in length, with 1.5m above the surface. Consultation will occur with Surf Life Saving-Northern Region, as to the appropriate signage on these accessways posts, eg the accessway number and water safety signage.</p> <p>This project is a progressive one over the next few years as funding becomes available. The aim is to renew a few sections each year. Consultation will occur with the Piha Coast Care group on the most fragile section.</p>	<p>Warren Ogilvie ☎ 836 8000 extn 8561</p>

ISSUE	COMMENTS	REPORTING COUNCIL OFFICER
<p>Community Board Park Development Projects 2002/2003 - Update</p>	<ol style="list-style-type: none"> <li data-bbox="683 342 1192 499"> <p><b>1. Sandy's Parade and Fosters Bay</b> The installation of drinking fountains was completed in March 2003.</p> </li> <li data-bbox="683 516 1192 590"> <p><b>2. Doggy Doo Bins</b> To be installed by mid June 2003.</p> </li> <li data-bbox="683 606 1192 877"> <p><b>3. Piha Post Office Landscaping</b> Community Board funding contribution was given as grant to the Piha Residents and Ratepayers Association. The Residents and Ratepayers Association have advised that the planting is to take place in June 2003.</p> </li> <li data-bbox="683 894 1192 1224"> <p><b>4. Community Notice Boards - Western Heights Residents and Ratepayers Association and McLaren Park Residents and Ratepayers Association</b> Community Board funding contribution given as grant to the Western Heights and McLaren Park Residents and Ratepayer Associations, the Notice Board are currently being manufactured.</p> </li> <li data-bbox="683 1241 1192 1455"> <p><b>5. Karekare Waterfall Restoration</b> Community Board funding contribution was given as grant to the Karekare Residents and Ratepayers Association for the Karekare Waterfall Restoration. The project is underway.</p> </li> <li data-bbox="683 1472 1192 1654"> <p><b>6. Bethells Beach Halfcourt</b> Community Board funding contribution was given as a grant to the Bethells Beachcare Group for a halfcourt. The project is underway.</p> </li> <li data-bbox="683 1671 1192 1885"> <p><b>7. Laingholm City Entry Sign</b> Community Board funding contribution was given as a grant to the Laingholm District Citizens Association for a Laingholm City Entry Sign. The project is underway.</p> </li> </ol>	<p>Katherine Slack   836 8000            ext: 8779</p>

<b>REPORTS PENDING</b>			
<b>Subject</b>	<b>Date Requested</b>	<b>Report Due</b>	<b>Reporting Officer</b>
Aftercare of the Corban Reserve Closed Landfill	June 2003	July 2003	David Nelson  836 8000 ext: 8770
Henderson Valley Primary School Footpath Construction	April 2003	July 2003	Adam Moller  836 8000 ext: 8750
Piha Beach Care	April 2003	July 2003	Chris Ferkins  836 8000 ext: 8508
Weed Control / Gorse Control at the Corner of Township and Bethells Road	June 2003	July 2003	Chris Ferkins  836 8000 ext: 8508

### **RECOMMENDATION**

That the information be received.

Report prepared by: Owena Schuster, Committee Secretary.



## **7 CARRY FORWARD OF NEW FOOTPATH CONSTRUCTION BUDGET**

### **PURPOSE OF THE REPORT**

The purpose of this report is to seek approval from the Waitakere Community Board to carry forward the new footpath construction budget allocated to Laingholm Drive to the 2003/2004 financial year.

### **BACKGROUND**

In the 2002/2003 year funding at \$218,321 was allocated to the Waitakere Ward for the construction of new footpaths. The footpath construction programme approved by the Board is as follows:

<b>Road Name</b>	<b>Road Section</b>	<b>Length (cm)</b>	<b>Estimated Cost (\$)</b>
Bruce McLaren Road	Corban to Heremai	195m	\$ 28,321
Laingholm Drive	#92 to #112	500m	\$ 90,000
Forrest Hill Road	Pine to Holden	500m	\$100,000
		<b>Total</b>	<b>\$218,321</b>

The Bruce McLaren Road and Forrest Hill Road contracts have been awarded to a contractor who will begin construction work in early June 2003.

## **STRATEGIC CONTEXT**

Safety for pedestrians is a key objective for the Urban Villages pathway to a sustainable city, 'that people can get easily and safely to where they need to go by walking, cycling, passenger transport, or private vehicle'.

In this context it is important that the footpath construction programme is equitable across the whole City. This means taking into account overall requirements for pedestrian safety and the overall distribution of pedestrian activity.

## **ISSUES**

The proposed design for the Laingholm Drive footpath requires, retaining walls, kerb and channel, stormwater provisions, vehicle crossing alterations and road reshaping. This design is the most appropriate for this area. It provides a clear demarcation between the carriageway and the footpath, a stormwater drainage system and low cost maintenance over its lifetime.

However the stormwater drainage system requires a coastal discharge consent from the Auckland Regional Council and this has delayed construction of this project.

## **RESOURCES**

Resources and funding are available for the construction of a new footpath in the 2002/2003 Annual Plan.

The Laingholm Drive footpath 2002/2003 budget needs to be carried over to the 2003/2004 Annual Plan to allow for the delay caused by the coastal discharge consent process.

Accordingly, it is recommended to the Waitakere Community Board that construction of the Laingholm Drive footpath be deferred to 2003/2004 and that Council be requested to carry over funding for this project.

The revised cost of the Laingholm Drive footpath is \$98,470 and an additional \$8,470 will be required from the 2003/2004 Annual Plan.

## **CONCLUSION**

The Bruce McLaren Road and Forest Hill Road footpaths will be completed in the 2002/2003 year.

The Laingholm Drive footpath the 2002/2003 budget needs to be carried over to the 2003/2004 Annual Plan.

## **RECOMMENDATIONS**

1. That the information be received.
2. That the construction of Laingholm Drive footpath be deferred until 2003/2004.
3. That it be a recommendation from the Waitakere Community Board to the Council 2003/2004 Long Term Council Community Plan and Annual Plan Special Committee that funding of \$90,000 from the 2002/2003 New Footpath Budget be carried over for the Laingholm Drive footpath project.
4. That funding of \$8,470 be provided in the 2003/2004 Annual Plan for footpath construction to fund the balance of the Laingholm Drive footpath project.

Report prepared by: Reg Cuthers, Principal Transport Engineer - Development.

## 8 SPEED CONTROL OUTSIDE RSA, PIHA

### **PURPOSE OF THE REPORT**

The purpose of this report is to advise the Waitakere Community Board of the result of investigations carried out by Transport Assets on vehicle speeds in Piha.

### **BACKGROUND**

The Waitakere Community Board raised the issue of excessive speeding of vehicles on Beach Valley Road, Piha and requested that Transport Assets investigate the feasibility of constructing a speed hump outside the Piha RSA. They further requested that this study be extended to include other roads in Piha.

### **STRATEGIC CONTEXT**

Road safety is an Urban Village objective and contributes to Council's overall goal of a sustainable City. Speed reduction devices are sometimes used to improve road safety.

### **ISSUES**

Roads in Piha are narrow and winding due to its natural landscape. Some road sections have steep gradients. This environment does not encourage drivers to speed. This became evident during the investigation of traffic speeds and accident history in two roads that are probably the most vulnerable to accidents. The results of the study on Sea View Road and Beach Valley Road are as follows:

#### **1. Speed**

Speed was measured at 14 and 58 Sea View Road and at 3 Beach Valley Road (at the RSA). Results show that 85% of the vehicles pass these locations at speeds below 59.9, 52.0 and 48.6 kilometres per hour respectively.

#### **2. Accidents**

The accident database of Land Transport and Safety Authority records show only one non-injury accident along this section of Sea View Road (between 14 and 58 Sea View Road) and two non-injury accidents in Beach Valley Road, for the last five years.

Under Waitakere City Council's "Slow Street Guide Lines", streets will be considered for slow street treatment according to the following criteria:

- the street has a known speeding problem (15% of vehicles travelling over 65 kilometres per hour in 50 kilometres per hour zone);
- the street has a known crash or safety problem (ie. at least two reported crashes with injuries in the last five years);
- the street is designated as a "local street" in the District Plan;
- the street is not a cul de sac (unless it accesses high volume facilities, such as a park);
- the street has no adverse characteristics such as a steep grade (approximately 1 in 12), severe curves, etc;
- the street is generally not a bus route; and
- the street has suitable alternative routes to absorb any diverted traffic.

Neither Sea View Road nor Beach Valley Road meet more than four of the criteria above. Most importantly, the top two criteria on traffic speed and history of injury accidents are not met. Also, there is adequate visibility for safe stopping at the recorded speeds.

Transport Assets maintains a priority list of slow street treatment projects and depending on each year's budget the highest priority projects at that time are chosen. Most of these projects have a known speeding problems or an accident history. These two roads will be added to this list but will lie low in the priority due to the reasons given above.

## RESOURCES

There is no impact on resources as these two roads are not included in the works programme.

## CONCLUSION

Beach Valley Road and Sea View Road, Piha will be included in the list for slow street treatments, but are unlikely to be considered as a priority in the short term.

## RECOMMENDATION

That the information be received.

Report prepared by: Upali Ileperuma, Transport Engineer: Transport Assets.



## 9 PROTECTION OF WAITAKERE RANGES

### PURPOSE OF THE REPORT

The purpose of the report is to update the Waitakere Community Board on the Waitakere Ranges Protection project, and seek comment on the composition of the Community Process Group.

### BACKGROUND

At the September 2002 meeting of the Environmental Management Committee, the Committee considered a report on 'The Waitakere Ranges – our Green Network Taonga' and passed the following resolutions:

*“That the Environmental Management Committee approves work to investigate and analyse the full range of options for protection of the Ranges, including the option of a 'Waitakere Ranges Heritage Area' (name yet to be chosen), and for comparison the status quo option. The initial investigation will identify the objectives and the main options, and analyse the advantages and disadvantages of each option”.*

2801/2002

*“That a programme of consultation to gather the concerns and suggestions of the community in regard to Councils plans for increased protection of the Waitakere Ranges be reported back to the Environmental Management Committee”.*

2811/2002

*“That Council officers be asked to discuss with Te Kawerau A Maki and Ngati Whatua a joint process for developing a partnership relationship with regard to work on the Waitakere Ranges”.*

2813/2002

At subsequent meetings the Committee resolved to approve the establishment of firstly, a Political Liaison Group, made up of Waitakere City and Regional Council representatives, local Members of Parliament and Iwi representatives, and secondly an Officer Advisory Group with representation from Waitakere City, the Regional Council, Rodney District Council, Iwi, Ministry for the Environment, Department of Conservation, and Water Care Services. At the same time, the Committee approved the establishment of a Community Process Group to advise on the best way to consult with the various affected communities. (Resolution 469/2003).

### **Description**

The Waitakere Ranges are an integral part of Waitakere City, a scenic backdrop to much of Auckland and a place of recreational pursuit, aesthetic beauty and spiritual replenishment for the people of Auckland and, increasingly, visitors from elsewhere. They are also a place where people live and work.

The Ranges contain many natural features identified as outstanding in value. Botanically, they are considered of national and international importance with a wealth of plant and animal life, and many outstanding native vegetation sites and outstanding and significant fauna habitats. From a visual point of view, much of the city's west coast and Waitakere Ranges are classified as outstanding or high landscape quality.

The area is identified as a heritage area for Te Kawerau A Maki and has significance for Ngati Whatua, with many Waahi tapu and heritage items, both European and Maori, associated with the coastline and Ranges areas.

### **Consultation to Date**

To date, there have been a number of preliminary meetings focusing on protection of the Waitakere Ranges, including:

- 20 September 2002 - Creative Conversation by invitation - In conjunction with the visit of the Parliamentary Commissioner for the Environment
- 24 October 2002 - Creative Conversation - Large Landowners
- 7 February 2003 - Meeting - Waitakere Ranges Protection Society
- 10 March 2003 - Creative Conversation - West Coast Plan Liaison Group
- 17 April 2003 - Meeting - Environmental Defence Society

Generally, concerns have focused on the perceived lack of protection for the Ranges now and in the future, particularly round the issue of subdivision and development, the pressures on the foothills, and the confusion around what a Ranges Heritage Area would achieve. The importance of involving the community and other agencies in the process was also discussed, together with the need to thoroughly consider the options and issues and concern about any further restrictions being placed on landowners.

The first meeting of the Officer Advisory Group was held on Friday, 16 May 2003, to brief members on the project, and to share information about the Ranges.

There are currently a number of relevant processes with the community in the Waitakere Ranges, including mediation processes underway in Swanson and in Titirangi/Laingholm around resolution of District Plan references relating to subdivision and development, and the location of the Metropolitan Urban Limit. In addition, a review is underway of structure plans in the Foothills Environment.

## Iwi Partnerships

Both Te Kawerau A Maki and Ngati Whatua have agreed to a partnership relationship for this project. Both iwi have worked with the Council from the beginning of the project and are part of the Political Liaison Group and the Officer Advisory Group, as well as being members of the project development team with Council staff.

## STRATEGIC CONTEXT

In 1993, Waitakere City was declared an Eco City, on a pathway to sustainability. In 1996, the Council's first strategic plan, the Greenprint, committed to:

- Providing a vision
- Taking a holistic approach to sustainable development – interconnecting people/environment/ community
- Having a long-term perspective
- Taking a precautionary approach
- Encouraging community-led initiatives – economic/social/environment
- Providing for partnerships

The Greenprint recognised the central importance of the West Coast, Waitakere Ranges and their foothills, and emphasises Waitakere's clear responsibility as a community to protect and restore the environment and ensure that its values are available for future generations. The importance of community involvement in protecting and restoring their environment was acknowledged.

A major strategic theme in protection of the Ranges was the setting of a Metropolitan Urban Limit to combat runaway consumption of foothills land for urban uses, provision for higher housing densities within the existing urban area to accommodate expected population growth, and creation of vibrant urban spaces that are attractive living areas.

These themes are confirmed through the Regional Growth Strategy and the new draft Long Term Council Community Plan.

Other Council policy and plans that help protect the Waitakere Ranges include the Weeds Strategy, the Stormwater Strategy, and the Council's District Plan, which sets out objectives, policies and rules aimed at sustainable management of the City's natural and physical resources. In particular, the District Plan sets out to protect significant vegetation and fauna habitat, valued landscapes, water quality and quantity, heritage and the mauri of land, forest and water.

Relevant community – based plans include the Karekare Community Management Plan and the West Coast Plan, a strategic plan for the west coast beaches and Waitakere Ranges, which was developed through an intensive community process from 1997 – 2001. This plan sets out a vision, guiding principles, priorities, responsibilities and actions. Strategic Actions in the West Coast Plan include:

1. *Investigate ways to improve the co-ordinated management and protection of the Waitakere Ranges*
2. *Continue to provide opportunities for debate on the different aspirations of stakeholders for both private and public land in the Waitakere Ranges and West Coast*
3. *Encourage the further identification of the Waitakere Ranges as an area of national significance*
4. *Encourage all relevant local and national agencies and authorities to investigate strategies to limit local and regional population growth pressures on the West Coast.*

In addition, Council's commitment to Agenda 21 and the Community Interaction Policy commits the Council to helping the city's diverse communities to contribute to the development of an eco-city, acting in partnership with the community to give voice to community hopes and aspirations, listening to the community and mediating between conflicting interests for the public good.

The Council has indicated a strong commitment to achieving resolution on the issue of protection of the Ranges, while recognising that there are many different values that need to be protected, the tools for protection are likely to be many and varied, and the community views diverse. A robust process is needed to achieve community understanding of, and long-term commitment to involvement in, any solutions arising from the process. Council wishes to progress this project in partnership with iwi and in close consultation with other government organisations and the community, recognising that there needs to be clear understanding of the problems (what values associated with the Ranges are not being adequately protected), and the options for dealing with them, before particular solutions are arrived at.

The strategic objective of the Waitakere Ranges Protection project is:

*'In partnership with iwi and in close consultation with stakeholders, to achieve long-term protection for the natural and physical values of the Waitakere Ranges and West Coast'.*

A broad view to date has been taken of the Waitakere Ranges, to include the Foothills and coastal villages as well as the core areas.

## **ISSUES**

### **Information and Research**

Although there is much information available on the issues and problems with protecting the values of the Ranges, much is not yet in a form that can be easily extracted and used. There is a significant body of work needed to bring together the information and present it in a way that can be used as part of the community process, and this is underway now. In particular, information on subdivision and development, vacant lots, population, dwellings, visitors, weeds and pests and the effect of Resource Consents is being brought together.

### **Partnership and Consultation**

The Ranges project encompasses a complexity of issues that cannot be addressed purely through legislation or Council activity alone, for example, adequate control of weeds and pests. The role of community support and voluntary compliance is therefore of great importance, and the community needs to be part of developing solutions to ensure they are appropriate and have the buy in of the majority of those affected.

The protection of the Waitakere Ranges is of interest to a wide variety of parties based locally, regionally, and nationally and including iwi, community and landowners, environmental groups, government agencies and the Parliamentary Commissioner for the Environment. The Council has indicated that it is committed to considering the options for achieving protection of the attributes and values of the Waitakere Ranges in partnership with iwi and in close consultation with other agencies and diverse community interests. It is important that the Council is seen as even-handed, considering all of the issues raised around the potential options for the long – term protection of the Ranges, including the status quo, and providing opportunities for all interested parties to contribute and be part of the process.

As indicated above, the first meeting of the Officer Advisory Group has already taken place, and it is anticipated that the first meeting of the Political Liaison Group will take place in mid June, with the Community Process Group meeting soon thereafter. This process group will initially provide advice on the most effective community engagement process, and may also provide a mechanism for discussing the content of the consultation. It is important that the group is seen as representing the diverse interests within the community and the wider city. The suggested composition of the group is:

- *West Coast Plan Liaison Group.* This group includes representatives from the Waitakere Community Board, Huia/Cornwallis Ratepayers, Waitatarua Ratepayers and Residents, Piha Ratepayers, Bethells/Te Henga Community Group, Anawhata Ratepayers, Karekare Residents and Ratepayers Trust, Waitakere Ranges Protection Society, Royal Forest and Bird Society and Emergency Services. There are also elected representatives from the Auckland Regional Council and Waitakere City Council on the West Coast Plan Liaison Group, but these two bodies are represented in the Political Liaison Group for the purposes of this process.
- *The Swanson, Titirangi, Laingholm and Paturua Ratepayers Groups*
- *Large landowners*
- *Waitakere, Henderson, Massey and New Lynn Community Boards*

At the second stage, the community engagement framework would be implemented. It is considered that an independent facilitator will be required to run these community processes to ensure that they are seen to be fair and equitable to all concerned.

The Community Board's direction is sought as to whether other individuals and groups should be added. It is anticipated that a meeting of this group could be organised in the near future, and a process agreed following the first meeting of the Political Liaison Group.

## **CONCLUSION**

The Ranges contain many outstanding features and values and their protection has been identified by Council as a strategic priority. There are numerous, complex issues of interest to many parties, and many policies and tools are already in place directed at the protection of the values of the Ranges. Such complexity requires an inclusive process that provides early involvement of key partners and community groups in developing solutions.

To ensure maximum buy-in from all parties, solutions must be found together with the community and the Council's partners. The process would sit alongside Council policy work to identify gaps and options.

## **RECOMMENDATIONS**

1. That the information be received.
2. That the Community Board provides suggestions as to the composition of the Community Reference Group.

Report prepared by: Kim Morreseey, Partnerships and Advocacy – Environment and Jenny Macdonald, Strategic Leader.



10 **APPLICATION FROM LAINGHOLM PRIMARY SCHOOL TO MANAGE THE LAINGHOLM HALL**

**PURPOSE OF THE REPORT**

The purpose of this report is to consider an application from the Laingholm Primary School Board of Trustees to manage the Laingholm Hall.

**BACKGROUND**

Community Halls (Council or community owned) are small to medium scale buildings, used for community meetings, social events and activities. Many are located in more isolated or outer areas of the City. Council currently owns eleven Community Halls in Oratia, Massey, Glen Eden, Laingholm, Waitatarua, French Bay, Titirangi, Herald Island and Waitakere Village. These are leased to and run by independent management committees, all of whom are local volunteers. There are two Council owned Community Halls in Laingholm, the Laingholm Hall and the Laingholm Beach Hall, both currently managed by the Laingholm District Citizens Association.

A3

A map attached at page A3 shows the location of the Laingholm Hall at 69 Victory Road directly opposite the Laingholm Primary School who is one of the main users of the hall. Other regular users of the hall include a yoga group, computer games club and Steiner School as well as casual users for one off events. Last year the Laingholm District Citizens Association and the Laingholm Primary School advised Council officers that following discussion about the management of the hall they had all agreed that the School (being the most regular users) take over the management of the Laingholm Hall. The District Citizens Association would continue to be responsible for the Laingholm Beach Hall and all other District Citizens business and activities. In March 2003 Laingholm Primary School applied to Council to take over the lease of the Laingholm Hall and continue to make the hall available for hire to the wider community as well as the School.

**STRATEGIC CONTEXT**

Community Halls contribute to Council's Well-being and Urban Village strategic and policy objectives by helping provide networks of appropriate and accessible public buildings as key community focal points and through a wide range of low cost, low impact community activities.

Under the Community Facilities Plan 2000 Council continues to provide support for Community Halls given the community benefits they provide (such as helping to build community spirit by bringing people together), which contribute to Council's strategic objectives.

**ISSUES**

A4 - A12

All Council owned Community Halls are currently run by volunteer management committees, usually the local residents and ratepayers, or hall management committees made up of members representing varied community interests. After receipt of the application from Laingholm Primary School for the lease of the hall Council staff and the School agreed that a management agreement would be a more appropriate legal arrangement rather than leasing the hall to the School. This acknowledges that the School Board of Trustees differs from the usual hall management committees in that as a School Board they only represent one user group in the community. In practical terms the management agreement will operate on similar terms to a lease, however instead of having the right to occupy the hall and land the School Board will have the right to manage the building as a Community Hall. In addition the management agreement will be reviewed annually and user statistics collected by Leisure Services to ensure continued community use of the hall as detailed in the draft management agreement attached at pages A4 to A12.

The Laingholm Primary School does not have a School owned hall. However the School plans to build a proposed Auditorium and Multipurpose Community Facility (including a tiered seating auditorium for passive gatherings, an administration block, and meeting/teaching rooms) in the next two years. The School has advised that it is their intention to continue to manage the Laingholm Hall once the Auditorium is built, as the hall would have less informal and varied use such as yoga, gymnastics and smaller gatherings.

## RESOURCING

The Council provides financial support for the maintenance of Community Halls through the Community Halls Fund. The Community Halls Fund is an annual fund distributed to community operated, not for profit halls, which are available for public use/hire. The draft 2003/2004 Annual Plan has \$42,000 included for the Community Halls Fund (up to \$3000 per eligible hall) for facility maintenance and operation costs. As the management committee for the Laingholm Hall the Laingholm Primary School Board of Trustees would be eligible to apply to the Community Halls Fund for funding to assist with maintenance and development costs of the hall.

A4 - A12

Council staff provide information and advice to Community Hall management committees and also have a role in monitoring the leases and management agreements. Both the management committee (Laingholm Primary School Board of Trustees) and the Council are responsible for the maintenance of the hall as detailed in the draft management agreement attached at pages A4 to A12. The management committee retain hireage fees from hall users to be utilised towards running and upkeep costs of managing the hall.

## CONCLUSION

Following a decision by the Laingholm Resident and Ratepayers and the Laingholm Primary School last year the Laingholm Primary School have now applied to Council for the lease of the Laingholm Hall. The School are the main regular users of the hall and intend to continue to manage it as a community hall available for hire by the community and the School. The School and Council staff has agreed that if their application were successful a management agreement would be a more appropriate legal arrangement rather than leasing the hall to the School. The Management Agreement will be reviewed annually and user statistics collected by Leisure Services to ensure continued community use of the hall. It is recommended that the Community Board recommend to the City Development Committee the approval for the Chief Executive to negotiate a management agreement with the Laingholm Primary School Board of Trustees to manage the Laingholm Hall.

## RECOMMENDATIONS

1. That the information be received.
2. That the Waitakere Community Board recommend to the City Development Committee the approval for the Chief Executive to negotiate and execute a management agreement with the Laingholm Primary School Board of Trustees to manage the Laingholm Hall.

Report prepared by: Polly O'Brien, Leisure Services, Project Leader Community Resources.



11 **KEEP WAITAKERE BEAUTIFUL TRUST COMMUNITY STREET TREE PLANTING PROGRAMME 2003**

**PURPOSE OF THE REPORT**

The purpose of this report is to update the Waitakere Community Board on the Keep Waitakere Beautiful Trust's Community Street Tree Planting Programme for 2003.

**BACKGROUND**

Keep Waitakere Beautiful Trust is a community based, environmental trust funded by Waitakere City Council. Keep Waitakere Beautiful Trust has been working in partnership with Council since 1993 and for the past nine years, the Community Street Tree Planting Programme has been a successful core programme of Keep Waitakere Beautiful Trust.

Keep Waitakere Beautiful Trust delivers a wide variety of environmental projects as part of its annual calendar of events including Trees for Babies, Operation Spring Clean and Clean Stream Waitakere.

**STRATEGIC CONTEXT**

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

**ISSUES**

Keep Waitakere Beautiful Trust is currently planning the 2003 Community Street Tree Planting Programme. The programme aims to:

- Complete at least fifteen suburban street tree plantings each year;
- Involve the local community in planning, executing and maintaining street tree plantings;
- Provide a forum for community building;
- Provide a forum for promoting Waitakere City Council partnerships.

Historically, Keep Waitakere Beautiful Trust has endeavoured to plant an equal number of trees in each of the four wards. However, Keep Waitakere Beautiful Trust did not receive any street nominations from residents living in the Waitakere Ward by the closing date at the end of March 2003.

Keep Waitakere Beautiful Trust consulted the Waitakere Community Board on this issue and it was agreed that the trees intended for the Waitakere ward would be planted in Ranui. Both parties agreed to focus on encouraging nominations from residents in the Waitakere Ward over the coming year to ensure inclusion of streets in that ward for the Community Street Tree Planting Programme in 2004.

**CONCLUSION**

Keep Waitakere Beautiful Trust will be delivering its annual Community Street Tree Planting Programme for the ninth consecutive year in June 2003. Keep Waitakere Beautiful Trust did not receive any street nominations from residents living in the Waitakere Ward by the closing date at the end of March 2003 and Keep Waitakere Beautiful Trust consulted with the Waitakere Community Board on this issue. It was agreed that the trees intended for the Waitakere Ward would be planted in Ranui and that both Keep Waitakere Beautiful Trust and the Community Board would work to ensure that streets are nominated from the Waitakere ward for the 2004 planting season.

## **RECOMMENDATIONS**

1. That the information be received.
2. That the trees intended for the Waitakere Ward be planted in Ranui and that both Keep Waitakere Beautiful Trust and the Waitakere Community Board work to ensure that streets are nominated from the Waitakere Ward for the 2004 planting season.

Report prepared by: Jacki Byrd, Parks and Community Projects Co-ordinator and Gretchen Schubeck, Keep Waitakere Beautiful Trust Project Manager.



## **12 BOARD MEMBERS' REPORTS**

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

### **WAITAKERE COMMUNITY BOARD APPOINTMENTS**

<b>OUTSIDE ORGANISATIONS</b>	<b>APPOINTMENT</b>
Auckland Region Community Boards' Association Executive Committee	Christine Shepherd
Auckland Regional Council, Pest Liaison Group	Rob Taylor
Corban Reserve Workers Memorial Workshops	David Hallett
Footpath Construction: Budget Allocation	Kevin Healy
Friends of Arataki Trust	Kevin Healy
Glen Eden Citizen Advice Bureau	Betty Hanson
Harbourview "People's Park" Working Party Voluntary Membership	Christine Shepherd
Huia/Cornwallis Local Water Agenda Steering Group	Diane Goodley (Alternate: Rob Taylor)
Indoor Youth Facility Project Team	Christine Shepherd
Keep Waitakere Beautiful Committee	Kevin Healy
McLaren Park Community Project Steering Group	Christine Shepherd Diane Goodley
Piha/Karekare Local Water Agenda Steering Group	Betty Hanson (Alternate: Rob Taylor)
Piha/Karekare Stormwater Liaison Group	Betty Hanson
Spokesperson for Trees for Babies event	Christine Shepherd
Summerland Drive proposed Community Facility Project Advisory Group	Christine Shepherd
The Weedfree Waitakere Trust	Diane Goodley
West Coast Plan Liaison Group	Betty Hanson
Waitakere Ward Weed Control (Working Party)	Diane Goodley

<b>COUNCIL COMMITTEES</b>	
Community Sport Fund Allocation Subcommittee	David Hallett (Alternate: Diane Goodley)
Hearings Committee	Rob Taylor (Alternate: Diane Goodley)
Kay Road Balefill Site Management Committee	David Hallett
<b>WORKING GROUPS</b>	
Glen Eden Library Working Party	Betty Hanson
Project Twin Streams	Kevin Healy
Wai Care Programme	Betty Hanson and Rob Taylor
Wellbeing Fund Working Party	Diane Goodley



## **ACCIDENT INVESTIGATION STUDY 2002/2003**

### **PURPOSE OF THE REPORT**

The purpose of this report is to inform the Projects Special Committee regarding progress with the Accident Investigation Study undertaken by Montgomery Watson Harza.

### **BACKGROUND**

Waitakere City is committed to the Road Safety Action plan launched in 1997. This report provides information on community costs involved with accidents and remedial work to ensure accident reduction. In the past five years crossing / turning and loss of control incidents have featured strongly in the LTSA Road Safety report. Council has carried out previous Accident Investigation Studies and implemented the recommendations from them. The study will identify and programme new work for the next three years, with further engineering works that will economically reduce the accident rate.

### **STRATEGIC CONTENT**

This project identifies and categorises all available crash data within Waitakere City from the Land Transport Safety Authority database. The crashes are categorised as black spots, crash sites with significant increase in crashes, loss of control accidents (urban / rural) specific intersection and urban / rural route study. These sites are investigated with findings and recommendations reported back to Council for its consideration.

Safety for pedestrians and vehicles is a keystone objective under the Urban Villages pathway. This is reiterated with the Transport Strategy and draft pedestrian and cycle strategy and provision is made for minor / major safety improvements in accordance with this.

### **ISSUES**

#### **Contract Details**

For the Accident Investigation Study 2002/2003 the scope of services is as follows:

- review and analyse all available crash data from LTSA for specified sites, routes and areas. These can be classified as black spots (urban/rural), crash sites with significant increase in incidents, loss of control (urban/rural), site specific intersections, and urban/rural route study;
- arrange all meetings and site visits. This may include night-time inspections;
- document all field work and photograph all sites;
- prepare proposed remedial works;
- prepare draft and final report detailing remedial work, cost, accident reductions, benefit/cost analysis, photos and site plans.

The full team consisted of the Consultant(s), Land Transport Safety Authority and Waitakere City Council staff.

#### **Contract Status**

The contract is nearing completion with the Consultant submitting a draft report to the Transport Assets section for correction and comments.

#### **Preliminary Summary**

The draft report can be summarised as follows:

- \$1,757,589 will be required to carry out improvements over the next three years. Averaging \$585,863 per year. This figure is subject to final auditing by the Transport Assets section;
- there are 39 sites identified requiring engineering improvements;
- the benefit to cost ratio for each project varies from 4.5 to 40;
- crossing/turning, loss of control, speeding and lack of delineation are the most common accident trends;

- all sites identified are eligible for Transfund Subsidy;
- sixteen sites are intersection or channelisation improvements;
- seven sites are delineation or anti skid resealing improvements;
- two sites are pedestrian crossing improvements;
- fourteen sites are route improvements.

### **Proposed Sites for 2003/2004**

It is proposed that improvements are undertaken at the following sites. These are:

- Scenic Drive Full Route - Install advance curve warning signs, shifting power poles/street lights, improve delineation, fill in water tables and install slow vehicle lanes;
- Don Buck/Royal Road Intersection - Channelisation improvement in preparation for a future roundabout;
- Seymour/Parrs Cross Road Intersection - Channelisation improvement;
- Waitakere/Scenic Drive Intersection - Channelisation improvement;
- Te Henga/Scenic Drive Intersection - Channelisation and site benching improvement.

The proposed projects align with the Transport Strategy as well as the draft pedestrian and cycle strategy. Ensuring the transport system is safe is a fundamental requirement of Council. The Accident Investigation Study and proposed work programme is a key component contributing to Council's safety goals and obligations.

### **Long Term Council Community Plan and Annual Plan 2003/2004**

Included within the City Services budget for 2003/2004 is funding of \$506,000 to carry out remedial works as identified from the Accident Investigation Study. Application have been made to Transfund for subsidy assistance.

### **RESOURCES**

The resources to complete the Accident Investigation Study 2002/2003 project have been budgeted for in the 2002/2003 Annual Plan.

### **CONCLUSION**

The preliminary summary has identified that for the next three years about \$585,863 will be required each year to carry out engineering improvements that will economically reduce the accident rate. Crossing/turning, loss of control, speeding and lack of delineation are the most common accident trends within the Waitakere region.

### **RECOMMENDATIONS**

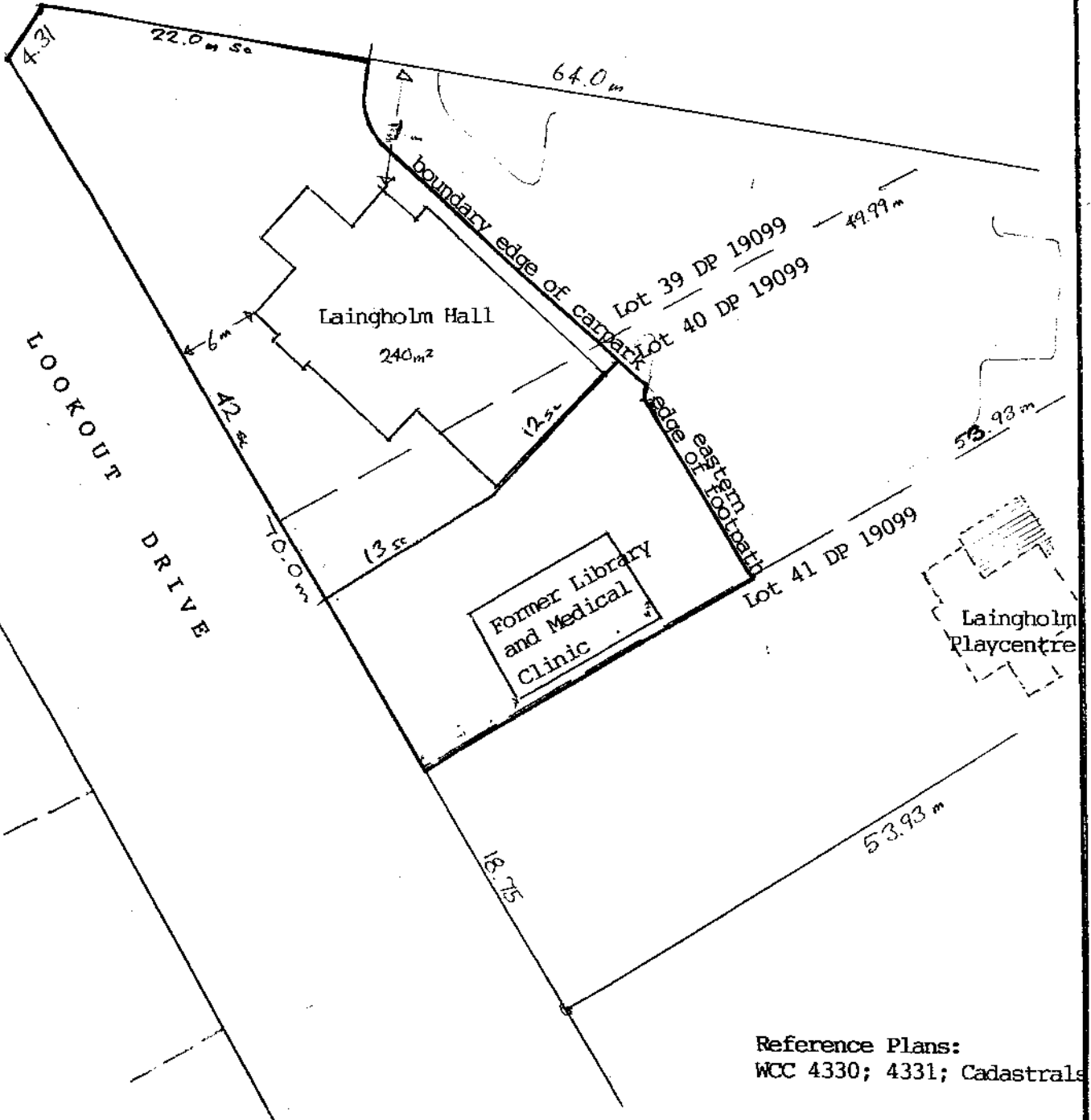
1. That the information be received.
2. That this report be circulated to the New Lynn, Henderson, Massey and Waitakere Community Boards for their information.

Report prepared by: Reg Cuthers, Principal Transport Engineer: Development.



Laingholm Primary School

VICTORY ROAD



Reference Plans:  
WCC 4330; 4331; Cadastral



Waitakere City Council

Civic Centre, Waipareira Avenue, Lincoln, Waitakere City  
Private Bag 93109. Telephone 837-3700. Facsimile 837-1964

PLAN OF PROPERTY TO BE LEASED TO  
LAINGHOLM DISTRICT CITIZENS ASSOCIATION

Scale 1:400

## **MANAGEMENT AGREEMENT**

**AGREEMENT** dated the \_\_\_\_\_ day of \_\_\_\_\_ 2003.

### **PARTIES**

1. **THE WAITAKERE CITY COUNCIL** ("the Council")
2. **THE LAINGHOLM PRIMARY SCHOOL BOARD OF TRUSTEES** ("the School")

### **INTRODUCTION**

1. The Council owns a hall known as the Laingholm Hall ("the hall") at 69 Victory Road, Laingholm.
2. The Council wishes to appoint the School to manage the hall for the Council and for the benefit of the Laingholm community and the citizens of Waitakere City.
3. The Council and the School have agreed upon the terms contained in this agreement upon which the School will manage the hall.

### **AGREEMENT**

#### **TERM AND RENEWAL**

1. The Council appoints the school to manage the hall for a period of one year commencing on the \_\_\_\_\_ unless this agreement is terminated earlier in accordance with the provisions of this agreement.
2. If at the expiry of the period of one year the Council and the School wish to renew this agreement for a further period of one year then this agreement may be renewed by an exchange of letters between the parties.

#### **OUTGOINGS**

3. The School shall pay for the following outgoings for the hall:
  - a. water, gas, electricity, telephone and other utilities or services
  - b. rubbish collection
  - c. New Zealand Fire Service charges and those relating to the maintenance of all fire detection and fire fighting equipment for the building

- d. Maintenance as defined in Schedule Two
  - e. Insurance for any contents of the hall
  - f. All costs for security for the hall.
4. Council shall pay for:
- a. all costs associated with obtaining a warrant of fitness under the Building Act
  - b. insurance for the hall
  - c. Maintenance as defined in Schedule Two.

#### **USE AND MANAGEMENT OF THE HALL**

5. The hall shall be used for the purpose only of a community hall for general recreation and sporting activities, community meetings, club/group meetings, events, functions, school use and other similar functions and for any other uses approved by the Council.
6. The School shall manage the hall in such a way as to make the hall available to community groups and other users of the hall as often as is practicable. The School shall make all possible efforts to ensure that the hall is used by as wide a cross section of the community as is possible and is available for use at all reasonable times of the year.
7. This agreement may be terminated at any time and with immediate effect by written notice given by the Council to the School if, at any time, the Council is of the opinion that the hall is not being used or not being sufficiently used for the purposes specified in clause 5 and 6 and after making such enquiries as it thinks fit and having given the School an opportunity to explain its use of the hall.
8. The School shall have a hall management account into which all proceeds from the hire of the hall shall be paid and from which all expenses for the maintenance and management of the hall shall be paid.
9. All users of the hall including the School shall pay a minimum charge into the hall management account for each occasion that they use the hall. The minimum charge may be set by the School at different levels for regular and casual users of the hall. The minimum charge shall be set at a reasonable level and the Council shall have the right to review and set the level of minimum charge to be collected by the School if the Council considers it necessary.
10. The School shall comply and shall ensure that all users of the hall comply with all statutes, ordinances, regulations and by-laws relating to the use of the hall.

11. The School shall not nor permit any user of the hall to carry on in the hall any activity which may cause annoyance, nuisance, damage or disturbance to any occupier or owner of any adjoining land.
12. The School shall not make any alterations or additions to the hall without first obtaining the Council's consent in writing.
13. The School shall supply to the Council every three months a report detailing the users and the extent of use of the hall during this period and also information on income and expenditure to and from the hall management account.
14. If the hall is destroyed or damaged to the extent of being incapable of being continued to be used for the purposes set out in this agreement then this agreement shall immediately terminate without right or claim by either party.
15. This agreement may be terminated at any time and with immediate effect by written notice given by either party (referred to in this clause and subsequent clauses as "the first party") to the other party (referred to in this clause and subsequent clauses as "the second party") if the second party has failed to comply with an earlier written notice given by the first party specifying a material breach of this agreement requiring remedy of that breach.
16. In the event of a dispute arising between the parties about interpreting or implementing this agreements provisions then the parties agree to follow the following process:
  - (i) **Negotiate** – The parties will use their best endeavours to resolve the dispute by negotiation in good faith. The parties will attend at least one meeting to discuss an attempt to resolve the dispute as a condition precedent to taking any other steps concerning the dispute;
  - (ii) **Mediation** – If the dispute cannot be resolved in accordance with clause 19(i) then the parties will refer the dispute to mediation by a mediator jointly appointed by them and failing agreement a mediator appointed by the chairperson for the time being of Lawyers Engaged in Alternative Dispute Resolution (LEADR) New Zealand; and
  - (iii) **Arbitration** – If the dispute is not resolved within 20 business days of its reference to mediation in terms of clause 19.2 then the parties will refer the dispute to arbitration by a single arbitrator agreed on by both parties or, failing agreement, to a panel comprised of three arbitrators one appointed by the Landlord, one appointed by the Tenant and one appointed by the other two arbitrators or, should they be unable to agree on the third arbitrator, the appointment of the third arbitrator will be made by the President (or equivalent officer) for the

time being of the New Zealand Law Society. The dispute referred to arbitration will be resolved according to the rules and principles of arbitration established by LEADR as amended from time to time. Where a panel of arbitrators is appointed in accordance with clause 19.3 a majority decision of that panel will determine the matter under dispute. The determination of the arbitrator will be final and binding on the parties. Arbitration costs will be apportioned between the parties in the manner determined by the arbitrator.

17. This agreement is personal to the parties and neither party may transfer any liability or right under this agreement to any other party.
18. The School agrees to allow the Council access into the hall at any reasonable time for the purposes of inspection, repair, maintenance or any other reasonable requirement.
19. The respective maintenance responsibilities of the School and the Council for the hall shall be as shown in the attached Schedule Two "School and Council Maintenance Responsibilities".
20. The School shall ensure that at all times they have a current Health and Safety Plan for the hall and shall on request give a copy of this plan to the Council.

THE COMMON SEAL OF **THE  
WAITAKERE CITY COUNCIL**

Was affixed in the presence of:

Mayor/Deputy Mayor

Chief Executive

The Common Seal of **THE  
LAINGHOLM PRIMARY SCHOOL  
BOARD OF TRUSTEES** was

Affixed in the presence of:

## Schedule Two

### School and Council Maintenance Responsibilities

A mark in the School or Council box means that party is responsible for that maintenance item and will pay all costs related to it.

Utilities	Council	School
Water connection to the building		✓
Power connection to the building		✓
Water rates		✓
Gas bills		✓
Electricity bills		✓
Telephone bills		✓
Telephone listing		✓

Rubbish	Council	School
Charges (fixed)	✓	
Removal		✓

Insurance	Council	School
Building	✓	
Public liability (minimum cover of \$1,000,000)		✓
Contents		✓

Building	Council	School
Structural repairs	✓	
External repairs	✓	
Drainage/Blocked pipes (unless established that this is a result of user misuse/action)	✓	
Internal repairs		✓
Roof and guttering	✓	
Clearing guttering	✓	
Internal plumbing (excluding wilful damage)	✓	
Internal wiring (excluding wilful damage)	✓	
Window glass (excluding wilful damage by users)	✓	✓
Light fittings/power points		✓
Light bulbs/fuses		✓
Sink plugs		✓
Floor coverings (excluding wilful damage)	✓	
Window coverings		✓
Keys		✓
Maintenance of Landlord's fixtures and fittings – see inventory	✓	
Security system		✓
Monitoring of security system and responding to alarm call outs		✓

Toilets/urinals	✓	
Sanitary units		✓
Septic tanks	✓	
Water tanks	✓	

Services	Council	School
Air conditioning - replacement	Na	Na
Air conditioning - maintenance	Na	Na
Lifts	Na	Na
Automatic door servicing	Na	Na
Other building services	Na	Na
External signage	✓ (Council signage)	✓ non-Council signage)
Fire alarm	✓	
Hose reels	✓	
Fire Exit signs	✓	

Cleaning	Council	School
Pest control		✓
External cleaning		✓
Internal cleaning		✓
Window cleaning		✓
Carpet cleaning		✓
Carpet repair	✓	

Cleaning materials		✓
Graffiti removal (graffiti proofed surfaces)	✓	
Graffiti removal (other surfaces)	✓	

<b>Painting</b>	<b>Council</b>	<b>School</b>
Interior painting after fair wear and tear	✓	
Exterior painting after fair wear and tear	✓	

<b>Grounds</b>	<b>Council</b>	<b>School</b>
Lawns/grass		✓
Gardens		✓
Car park maintenance	✓	
Paths	✓	
Fencing (existing)	✓	
Fencing (new)	✓	
Playground/play equipment maintenance	Na	Na

<b>Legislative</b>	<b>Council</b>	<b>School</b>
Building Warrant of Fitness	✓	
Daily checks for Warrant of Fitness (Using Council provided log book/owners manual)		✓
Compliance with Health and Safety in Employment Act		✓
Compliance with fire and egress	✓ (annual compliance)	✓ ( day- to day)

**All**

