

Minutes of Meeting

Subject: Waitemata Safe Routes: Old Mill Road, Surrey Cres, Garnet Road areas -
Community Liaison Group Meeting 04

Date and time 19 March 2018, 2.00 – 3.30pm

Venue Auckland Transport, 20 Viaduct Harbour Rd, Room 1.01

Attendees	Joe Schady	AT, Major Capital, Project Manager
	David Wilkie	CLG Chair, Xigo
	Julie Boucher	AT
	Irene King	GLBA
	Chris Conner	AT
	Sandy Webb	AT
	Jolisa Gracewood	Bike Auckland
	Chris de Lautour	Resident
	Pippa Coom	Waitemata Local Board Chair
	Peter Calder	Resident
	Sharleen Pihema	AT
	Hadi Basiri	AT
	Gael Baldock	Resident
	Lisa Prager	Business owner, Occupy Garnet
	Soala Wilson	Resident
	James Ellison	Beca
	Karen Lepoutre	Resident
	Francine Cameron	Grey Lynn School
	Toni Jarmin	Deputy Principal Grey Lynn School
	James Ellison	Beca
	Adam Ebrahim	Beca
	Chuck Joseph	Resident
	Louise Wright	Resident
	Michael Hawes	Boffa Miskell
	Lisa Mein	Boffa Miskell
	Lewis Thorwaldson	MR Cagney
	Bruce Thomas	AT
	Dan Salmon	GLRA
	Rob Thomas	Waitemata Local Board

Apologies	Reverend Brent Swann	Vicar, St Columba Anglican Church
	Logan Elliot	Generation Zero
	Will Williams	Beca, Design Team Leader

Copies to	David Nelson	AT
	Eric van Essen	AT

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1. Introductions and matters arising – David Wilkie

Requested additional items for the Agenda:

- Pippa Coom Update on Local Board Role.
- Inclusion of other stakeholders eg Lollipops, Surrey Crescent Working Group (this is the Business Association for Surrey Crescent therefore the equivalent of GLBA) and St Columba
 - Will be discussed in item 3 of the Agenda.
- Compensation for businesses
 - Will be addressed in any other business in Item 8 of the Agenda.
- Final approval process for the project
- Surrey Crescent island removal and hit sticks around Grey Lynn Primary School pedestrian crossing lamppost.
 - Will be discussed in Item 5 of the Agenda.

Previous minutes

David noted comments already received on the previous minutes and amendments were outlined.

Final minutes with amendments made will be issued after the meeting.

Discussion

Joe asked whether people were agreeable to the minutes being published on the project webpage as the Richmond Road CLG has agreed to.

- Lisa requested this be revisited at the end of the meeting once she had read the minutes.

Update on actions from previous minutes

Action	Status
1 Minutes and presentations to be circulated to attendees	completed
2 Lisa agreed to provide to AT a list of people at the end of the meeting	Lisa will not be providing a list to AT. Lisa will provide information from this meeting to members of the Occupy Garnet database and feed back information from them to the group
3 Circulate Safety Audit outcomes report to all members	Completed
4 Any CLG member who would like to meet with Boffa Miskell to help inform their review process, please indicate your interest to Bruce Thomas at AT who	Boffa will update as part of Agenda Item 4

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Action	Status
will coordinate meetings. Bruce.thomas@at.govt.nz	
5 Add Emergency Services to the stakeholder list for the project (Police, Fire, Ambulance)	No action - AT will follow up and report to next meeting
6 AT to review the half-round island as part of an urgent critical review and propose a short-term solution at the intersection of Richmond Road and Surrey Cres.	Update on progress to be provided in Item 5 of Agenda
7 Beca and Boffa Miskell to undertake urgent reviews of: <ul style="list-style-type: none">the hit sticks recently installed at the intersection of the Bullock Track and Old Mill Road and propose short-term solutions to address safety concerns.hit-sticks around poles near the Grey Lynn School which obstruct the use of road patrol signage.rough pavement surface near Grey Lynn School.	To be discussed as part of presentations at today's meeting.

Discussion

Gael noted the Safety Audit distributed focusses on where works have been completed which is predominantly the town centre, not the whole project length. A Safety Audit for balance of the project is still to be undertaken.

- AT confirmed this

Gael reiterated her concerns raised at the last meeting regarding the Safety Audit comment relating to the bus stop issue on Richmond Road.

- Noted.

With reference to the presentation at the previous meeting about approvals, why is Bike Auckland specifically included as an organisation the design is to be presented to for endorsement?

- AT advised that it is a requirement for all projects, not just this one. It was noted that within the context of this project and this CLG Group, AT's desire is to discuss and provide input into project development and follow the process established.
- There were a number of general objections regarding the fairness of Bike Auckland's role in decision making within this project and other projects.
- It was noted that the decision for a Project Control Group and escalation of project endorsement was made by Greg Edmonds at the AT Executive Level. It is not the role of this group to debate that decision.

- It was suggested that AT might consider providing more information regarding this to the group at the next meeting.
 - Noted. AT to follow up.

2. Terms of Reference – David Wilkie

David reminded the group of the role of the CLG as proxy for the community with members acting as a conduit to the people they represent. Members will receive information and reports from project team, socialise these within their groups and community, obtain feedback, and bring that feedback to the group through discussion.

David reminded everyone of the rules for fair meetings:

- Listen generously to others and consider their opinion – please don't interrupt others, have respect. David as the chair will manage the meeting.
- Respect the process – it is a process that is tried and proven. Address any comments through David as Chair.
- Avoid repetition. If someone has made your point, feel free to offer support and emphasis, but let's not spent time repeating.
- Address the issue and not the person. Avoid the emotion and stick to the issue.
- Will be some presentations, please hold questions until after the presentations made.

Discussion

No questions or discussion

CLG Resolution

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| <ul style="list-style-type: none">• Resolution 1: Terms of Reference accepted by the group. |
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3. Confirmation of attendees – David Wilkie

David noted AT still need to follow up regarding emergency services representation. Who else should we be speaking to?

Discussion

How is the older demographic represented as a group?

- Soala noted she has a mandate from the community to represent the elderly and young couples. They have established a working group
- There are also a number of members of the Grey Lynn Residents Assn who fit older demographics and can be represented through the Association.

Lisa suggested the Minister of St Columba could be invited. Gael and Irene have both approached him. Gael will provide appropriate contact details to AT to extend an invitation to the next meeting.

- Agreed AT will follow up once contact detailed provided.

Lisa has been approached by representative from the Herne Bay community who have expressed concern with a current process relating to a letter they have received from AT about potential works in the area. Lisa requested all projects in the Waitemata area are put on hold until a system for community engagement has been developed.

- While the feedback is outside the scope of this CLG group, Sandy noted she is part of a recently established group within AT tasked to consider AT's approach to consultation and engagement on projects. Sandy will take this feedback into this group.

Lollipops was suggested as they have a lot of parents and children crossing the road. Gael has spoken to them, but needs to get back to them.

- AT will consider the request, however Boffa Miskell will be engaging with them as part of the project.

Noted that the Auckland Design Office is not part of CLG, but part of the project approvals group. Joe will get Dave Nelson to come and speak to the group at the next meeting.

- Boffa Miskell, having urban design as part of their scope of works will be engaging with the ADO during project development

Carol Gunn is interested in being part of the group as Chair of the Board of Trustees for Western Springs College

Other suggestions included the Zoo and TAPAC.

- It was noted Boffa Miskell are intending to engage with the Zoo and others as part of their work, and suggested this was preferable to continuing to add people to what is already a large group.
 - Generally agreed.

4. Project Objectives and feedback – Boffa Miskell

Two items:

- Update on engagement
- Draft objectives/outcomes which are intended to be used through the review process to test ourselves to make sure we are making the right decisions

Update on engagement

Presentation with engagement update (attached to minutes)

Currently part-way through engagement process and using a variety of different tools to gain feedback, including online survey, hard copy surveys, face-to-face meetings, etc.

Boffa Miskell is keeping a record of all conversations which are minuted, provided back to participants to confirm then maintained as a record. Once engagement is complete there will be a summary of feedback provided to the group.

A survey was delivered within the community this week. It was delivered to the same area as previous newsletters have been delivered to – around 1750 households.

Draft Objectives

Presentation with draft objectives for streetscape works (attached to minutes).

Discussion

Objective/outcome 1 – historic character

- Need to acknowledge it is an area of change with Auckland Council enabling more intensive development
- Traditionally parking for businesses was provided by on-street parking. That is part of the heritage of the area
- Lisa considers this objective cannot be achieved with an intensification mandate from Council through the Unitary Plan.
 - Noted concerns regarding the Unitary Plan and zoning are outside the agreed Terms of Reference for this group.

Objective/outcome 2 – Safe speed environment

- Reduced speed often refers to ‘traffic calming’ and speed bumps. Can’t just take something that works overseas and bring it here.
 - Noted
- Presume if the current traffic speed is considered OK as it is, there is no need to implement measures to reduce it further?
 - The objective is about options designed to achieve a safe speed. Boffa Miskell suggest amending the working to ‘ensure a safe speed’ rather than slow traffic through the town centre
- Would this mean 50kph or less than 50kph?
 - To be determined through the project. Objective is a prompt to generate discussion within the group about the issue.
- Large sections of the route are already reduced speed – 40kph through school environments, etc.
 - Noted.

Objective/outcome 3 – dedicated cycle lane

- Boffa Miskell noted that following discussion at the Richmond Road CLG they are reviewing the wording to refer to providing a safe and navigable cycling route, not a dedicated cycle lane.
- Ensure objective/outcome encompasses all cyclists, not just those less confident
- Noted cycle lanes/facilities need to be integrated into the wider network and not sit in isolation.

Objective/outcome 4 – green vegetation

- Incorporate the requirement that if there is a need for tree removal then replacement needs to be like for like in terms of the maturity of trees
- Rather than minimise removal of vegetation, seek to not remove any trees unless absolutely necessary
- Noted Wendy Grey as a tree advocate has offered to be part of the CLG
 - Boffa Miskell will engage with Wendy through their process. They have contact details.

Objective/outcome 5 – parking

- Suggest reference to “minimise loss of parking”, or seek no loss of parking
- Refer to “residents and shoppers”
- Suggest “avoid loss of carparking”
 - Group split on whether this wording is preferred. Some agreed, some didn't.

Objective/outcome 6 – inclusive

- Refer to all users, not just road users

Objective/outcome 7 – Public Transport

- Access to buses needs to refer to safety

Objective/outcome 8 – construction

- Suggested reference to ‘minimise congestion’ be included.

Other comments

- No objective for walking – especially elderly and disabled.
 - Noted. Boffa Miskell will seek to incorporate.

Suggested Boffa Miskell update the Objectives based on the discussion and these be circulated with the minutes. Attendees are asked to provide written and specific feedback with proposed amendments rather than broad objections.

5. Intersection: Surrey and Richmond Road - Beca

Chris Connor from AT provided an update to minor works on behalf of Beca.

- AT has instructed Dempsey Wood to remove the half round island and reinstate the area as it was. Works are scheduled to start on or around 3 April and take 5-10 days to complete. Works will include traffic control which will result in temporary disruption.
- Lollipops 5 minute parking is being installed at present
- Additional paint to stop cars parking across pedestrian crossing points is being installed.

Discussion

Lisa requested a formal letter from AT to Occupy Garnet regarding the removal of the half round traffic island.

- Noted. The request is minuted.

Soala requested traffic lights at intersection

- This will be considered as part of longer term options. It's not part of the short term minor works

Have the hit sticks blocking school signs been removed?

- Yes

There is no longer disabled access/parking for the Grey Lynn School. Previously there was a 5-min drop off zone. Understand there is to be no 5-min drop off area, but the school still needs disabled access

- Noted. AT will review this. If there was previously 5-min parking it can be reinstated. If not, it requires a longer term legal process to establish this. Will also ensure disabled access is considered within the longer term solution.

When are lines going to be removed from the top of Richmond Road

- This is in progress. The work can only be done at night and when cars are not parked over lines.
- Suggested a letter drop/windscreen drop to notify people not to park there so the works can be completed.
 - AT noted.

6. Circulation of Minutes – Joe Schady

Lisa would like more time to review the minutes and respond before 9am tomorrow morning.

- Noted and agreed. Should anyone else have comments please email them to Bruce Thomas at AT by 9am.

Principle is that we will publish them once they are approved.

- Is that in conflict with this being an invite only meeting?
 - No – we are all acting as conduits to the community so OK.

CLG Resolution
<ul style="list-style-type: none">• Resolution 1: Minutes of the February meeting will be published on the project webpage once confirmed correct.

7. Timing and venue of future meetings – Joe Schady

Question to the group – where and when should future meetings be held?

Discussion

About half the group supported meeting at a venue in the community.

Timing:

- Suggest later in the day
- Have CLG meeting for both this and the Richmond Road Project on the same day, and alternative the timing of each

It was reinforced that meetings are invite only and not open to the wider public.

8. Any other business

- Update from Pippa
- Compensation for businesses

- Final approval of the project
- Surrey Crescent island removal and hit sticks around Grey Lynn Primary School pedestrian crossing lamppost.
 - Addressed in above agenda item

Update from Pippa

Pippa confirmed her role on at CLG:

- Local Board members are elected representatives on behalf of the community. They also have an advocacy role in terms of the Waitemata Local Board Plan. They are not decision makers.
- She is here to listen and represent the Board in terms of the Waitemata Local Board Plan which has been developed through extensive consultation.
- Outcomes from the CLG go to the Local Board for formal feedback from the Board prior to wider public engagement.
- Pippa noted the objectives of the Waitemata Local Board Plan which include “An accessible, connected and safe transport network with well-designed streets”.
- Key advocacy initiatives within the LB Plan include, among others:
 - completion of the Auckland Cycle Network to will provide improved cycle infrastructure through safe, connected, dedicated cycle ways
 - slow traffic speed zones in the city centre and residential areas, and through town centres
 - integrate placemaking in all transport projects.
 - Better road safety
 - Working with schools
 - Completing the Greenways.
- Council and the Local Board is currently in the consultation period for the 10 year budget. The Local Board has \$500k per year for a transport capital expenditure fund and would like feedback on how to spend this money. It is likely the Local Board could be asked for funding to contribute towards the streetscape improvements for this project or safer speed zones. People might wish to provide feedback via the 10-year budget engagement on the priorities.
- Pippa has feedback forms should people want to provide any.
- *Post meeting note – link to where people can provide feedback on the Waitemata Local Board priorities and 10-year budget - <https://www.aucklandcouncil.govt.nz/have-your-say/topics-you-can-have-your-say-on/ak-have-your-say/Pages/waitemata-local-board-priorities.aspx>*

Discussion

Rob Thomas acknowledged the efforts people are making to come together to find collaborative solutions for our community.

Lisa asked where the Local Board plan was available to view

- Online, and in libraries and local board offices.

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Pippa noted that Richmond Road has been part of the Auckland Cycle Network for 20 years. The group can debate alternatives, however the focus should be about safe cycle facilities are provided on this route, not whether it should or shouldn't be a cycle route. The last time the Auckland Cycle Network was consulted on was only 2-years ago. The network has been defined and has been through a robust process to define this. We are now at the implementation phase.

Compensation

Sandy reiterated the process explained at the first meeting. Businesses are to email the AT Major Projects team. Sandy can work with businesses to ensure they understand how you make a claim and the information you need. The insurance and claims department team then considers the claim and responds.

Gael understands AT has previously admitted liability so there is different process in place.

- Sandy clarified AT has at no time admitted liability or noted there is a budget for that. AT has noted there is a process for businesses to lodge a loss of business claim.
 - Lisa will provide to Sandy a copy of the letter she has regarding that.
 - Suggest separate meeting be convened to discuss this in more detail with the appropriate people.

Final approval for the project

Discussed Bike Auckland involvement earlier in the minutes.

Additional item discussed after the meeting ended

Boffa Miskell Survey

- How do you know whether one person submits a lot of surveys to skew results.
 - Cannot manage this. However Boffa Miskell noted that the survey is only one mechanism for providing feedback.

Actions

What	Who	When
1 Minutes and presentations to be circulated to attendees	Bruce Thomas	26 March
2 Add Emergency Services to the stakeholder list for the project (Police, Fire, Ambulance)	AT	Report to next meeting
3 AT to provide further information regarding Bike Auckland's involvement in the project approvals process.	AT	Present to the next CLG
4 Gael to provide contact details for the Minister of St Columba to AT so an invitation to the next meeting can be sent.	Gael	At the end of the CLG meeting

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What	Who	When
5 Sandy to provide feedback to the AT internal comms and engagement review team regarding recent communications with the Herne Bay community.	Sandy	
6 Boffa Miskell to update the Objectives for streetscape design for circulation with the minutes	Boffa Miskell	To be circulated with the minutes.
7 All to provide written feedback and suggested amended wording on updated Objectives for Streetscape design. Email feedback to Bruce Thomas at AT bruce.thomas@at.govt.nz	All	By next CLG meeting
8 AT to consider short term options to provide disabled access for the Grey Lynn School, including re-establishment of the 5-min drop off zone.	AT	Report back to next CLG
9 Lisa will provide to Sandy a copy of a letter she has regarding business compensation claims.	Lisa	Before next CLG
10 AT to consider a separate meeting be convened with interested parties to discuss compensation in more detail.	Sandy	Report back to next CLG

Next meeting – April. Date to be confirmed and invitation to be sent shortly.

Meeting closed 3.35pm.