I hereby give notice that an ordinary meeting of the Devonport-Takapuna Local Board will be held on:

Date: Tuesday, 16 July 2019  
Time: 4.00pm  
Meeting Room: Devonport-Takapuna Local Board Chamber  
Venue: Takapuna Service Centre  
Level 3  
1 The Strand  
Takapuna

Devonport-Takapuna Local Board  
OPEN AGENDA

MEMBERSHIP

Chairperson  
George Wood, CNZM

Deputy Chairperson  
Dr Grant Gillon

Members  
Mike Cohen, QSM, JP  
Jennifer McKenzie  
Jan O'Connor, QSM  
Mike Sheehy

(Quorum 3 members)

Rhiannon Foulstone-Guinness  
Democracy Advisor

10 July 2019

Contact Telephone: 021 815 313  
Email.rhiannon.guinness@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
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1 Welcome

2 Apologies

At the close of the agenda no apologies had been received.

3 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

The Auckland Council Code of Conduct for Elected Members (the Code) requires elected members to fully acquaint themselves with, and strictly adhere to, the provisions of Auckland Council’s Conflicts of Interest Policy. The policy covers two classes of conflict of interest:

i. A financial conflict of interest, which is one where a decision or act of the local board could reasonably give rise to an expectation of financial gain or loss to an elected member

ii. A non-financial conflict interest, which does not have a direct personal financial component. It may arise, for example, from a personal relationship, or involvement with a non-profit organisation, or from conduct that indicates prejudice or predetermination.

The Office of the Auditor General has produced guidelines to help elected members understand the requirements of the Local Authority (Member’s Interest) Act 1968. The guidelines discuss both types of conflicts in more detail, and provide elected members with practical examples and advice around when they may (or may not) have a conflict of interest.

Copies of both the Auckland Council Code of Conduct for Elected Members and the Office of the Auditor General guidelines are available for inspection by members upon request.

Any questions relating to the Code or the guidelines may be directed to the Relationship Manager in the first instance.

4 Confirmation of Minutes

That the Devonport-Takapuna Local Board:

a) confirm the ordinary minutes of its meeting, held on Tuesday, 18 June 2019, as true and correct.

5 Leave of Absence

At the close of the agenda no requests for leave of absence had been received.

6 Acknowledgements

At the close of the agenda no requests for acknowledgements had been received.

7 Petitions

At the close of the agenda no requests to present petitions had been received.
8 Deputations

Standing Order 7.7 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Devonport-Takapuna Local Board. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

At the close of the agenda no requests for deputations had been received.

9 Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.

At the close of the agenda no requests for public forum had been received.

10 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"An item that is not on the agenda for a meeting may be dealt with at that meeting if-

(a) The local authority by resolution so decides; and

(b) The presiding member explains at the meeting, at a time when it is open to the public,-

(i) The reason why the item is not on the agenda; and

(ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting."

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

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

(a) That item may be discussed at that meeting if-

(i) That item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."
Milford Reserve toilet and changing room renewal

File No.: CP2019/11084

Te take mō te pūrongo
Purpose of the report
1. To seek approval for the concept design for the renewal of Milford Reserve toilet and changing room.

Whakarāpopototanga matua
Executive summary
2. Council’s Community Facilities department is currently undertaking a renewal of the Milford Reserve toilet and changing rooms, as part of the local board’s 2018/2019 work programme.
3. The concept was developed using the Auckland Council Parks Design Guidelines for Changing Rooms and Public Toilets and takes into account the expected growth development in the area.
4. The concept design incorporates feedback from Auckland Councils Parks and places specialist, the Devonport-Takapuna Local Board, local residents, park users and the Milford Residents Association.
5. The concept level cost estimate to build the concept design (Attachment A) is $900,000 and has been budgeted for in the local board’s Community Facilities 2019/2020 capital work programme, as was approved by the local board at its June 2019 business meeting.
6. Following approval of the concept design, the project will progress to detailed design, consents and procurement phases to enable construction in financial year 2019/2020.

Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:
a) approve the concept design for Milford Reserve toilet and changing room rebuild, as provided in Attachment A.

Horopaki
Context
7. The toilet and changing room facilities at Milford Reserve, 24 Craig Road, Milford, have come to the end of their asset life. The existing facility has a total of two changing rooms, four internal showers, six pans (three male and three female) and one urinal.
8. The Devonport-Takapuna Local Board approved the renewal of the Milford Reserve toilets and changing rooms as part of the local board’s Community Facilities 2018/2019 capital work programme (DT/2018/112).
9. The renewal of this facility requires a complete rebuild in a similar location as the existing within the reserve. LTD Architectural Design Studio were engaged to undertake a concept design of a new facility. The concept design provided by LTD architects is attached as Attachment A. The new facility includes eight unisex pans (including two accessible), two internal showers, two changing rooms and double external shower and drinking station and new seating areas.
10. The concept was developed using the Auckland Council Parks Design Guidelines for Changing Rooms and Public Toilets provided at Attachment B of the agenda report.

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

11. A strategic assessment was undertaken by Auckland Council’s Parks and Places Specialists to understand the provision requirements for the duration of the asset life of the new design, including taking into account the expected growth in the area. The outcome of this assessment informed the provision of facilities in the concept design (refer Attachment A).

12. Consultation was undertaken with residents, park users and the Milford Residents Association in November 2018 through flyers, letter drop, “Have your say” website and drop in sessions at the reserve. Feedback included:

- 92 per cent wanted a roof over the changing rooms;
- 75 per cent agreed with the inclusion of a new drinking station;
- 52 per cent wanted to retain internal showers;
- 42 per cent wanted the toilet facilities to be dedicated male/female; and
- 54 per cent preferred a beach themed exterior.

13. The feedback received during consultation has been incorporated into the concept design as presented in Attachment A.

**Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera**

**Council group impacts and views**

14. Local residents and visitors will benefit from the renewed facilities as it will provide a better connection with the play space.

15. The new design better fits with the principles outlined in Crime Prevention Through Environmental Design (CPTED) which ensures that the facilities are safer to use and are less susceptible to vandalism.

16. The new design will enable better accessibility for a more inclusive facility.

**Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe**

**Local impacts and local board views**

17. Local board views and preferences have been sought for the proposed concept design during a local board workshop on 13 February 2018 and 5 February 2019.

18. The feedback received from the local board has been incorporated in the concept design (refer Attachment A.)

**Tauākī whakaaweawe Māori**

**Māori impact statement**

19. All mana whenua with an interest in the Devonport-Takapuna Local Board area were contacted at the start of the project to enable involvement in the project.

20. Ngāi Tai Ki Tāmaki and Ngati Whanaunga identified that they have an interest in the project and provided their support for the replacement of the building at the same location, to today’s standards.

21. Engagement with mana whenua will continue in the next phase of the project, particularly through the resource consent process.
Financial implications

22. The cost estimate for the concept design (Attachment A) is $900,000, and is included in the 2019/2020 renewal programme.

23. The new design will also enable reduced maintenance and operating costs through more efficient water use, easier to clean facilities and more durable material.

24. The cost to build the concept design (Attachment A) has been budgeted for in the local board’s Community Facilities 2019/2020 capital work programme, which was approved by the local board at its June 2019 business meeting.

Risks and mitigations

25. Should the local board not support the concept design, it will subsequently delay and extend the timeframes to deliver the project.

26. Public expectation has been raised that the toilets will be renewed according to the feedback provided during consultation. If the concept is not supported by the local board, it could cause disappointment for locals as well as contribute to a drop in consultation engagement as part of future projects. The current cost estimate is concept level only; therefore it includes contingency values, as well as the potential for costs to change as more detailed designs are undertaken and following tendering for the physical works.

Next steps

27. If the recommendation to support the concept design is supported by the local board, the project will be progressed through the detailed design, consents and procurement phases to enable construction in financial year 2019/2020.

28. The local community, neighbouring residents and property owners will also be informed of the local board’s decision, and the proposed time frame for construction.

29. Consultation with the Milford Residents Association will continue and respondents from previous sessions will be kept informed as the project progresses.

Attachments

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<th>Julie Crabb – Project Delivery Manager</th>
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<td>Eric Perry - Relationship Manager</td>
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MILFORD RESERVE TOILETS & CHANGING ROOMS
Developed Concept - March 2019

Design Statement: The design uses a form suggestive of traditional beach huts and boat sheds to reference the scheme back to earlier days when the Reserve was a leisure and entertainment hub. The use of modern materials including steel perforated screens and concrete will ensure a sharp, clean and contemporary structure but it is hoped that the design will invoke a sense of nostalgic playfulness that will enliven and invigorate the Park.
MILFORD RESERVE TOILETS & CHANGING ROOMS
Developed Concept - March 2019

Site Plan 1:100@A3

Floor Plan 1:100@A3

Milford Reserve toilet and changing room renewal
MILFORD RESERVE TOILETS & CHANGING ROOMS
Developed Concept - March 2019

East - Facing beach

North

South

West - Facing Playground

Elevations 1:100@A3
EXTERIOR FINISHES

Perforated stainless steel screens ('clover' pattern). White powdercoated finish.

Timber 'Accoya' seating

Re-use bricks from existing building under seating

Pre-cast concrete panels with weatherboard pattern on exterior face. Paint finish in pastel colours.

Mangere Bridge
Te Rapa Hall
Campbell's Bay
Smuggler Cove Hall
Emerald Pools

Colours used in adjacent playground

Attachment A
**Attachment A**

**Item 11**

**INTERIOR FINISHES**

- **Coat hooks**
- **Polished concrete floors to changing rooms**
- **Charcoal grey ceramic floor tiles to showers and all toilet cubicles**
- **Ceramic 'Subway' tiles with pastel tile highlights to all walls. (Design TBC)**
- **Timber 'Accoya' bench seats**
- **Porcelain floor mounted pans with concealed cisterns**
- **Porcelain wall mounted basins**
- **Stainless steel channel grates against wall under bench seats**
AUCKLAND COUNCIL

LOCAL AND SPORTS PARKS
Design Guidelines for Changing Rooms and Public Toilets

MAY 2015
Revision 3
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

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**Design Guidelines for Changing Rooms and Public Toilets.**

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**APPENDIX C** - RESENE URACRYL 402 SPEC

**APPENDIX D** - RESENE URACRYL 403 SPEC

**APPENDIX E** - NZBC CLAUSE G1 PERSONAL HYGIENE

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AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

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REVISION 3
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

1 CONSTRUCTION / DESIGN

1.1 INTRODUCTION

Auckland Council provides public toilets and changing rooms throughout the Auckland region. Generally these facilities are either located for use on sports fields or public areas such as beaches and town centres. This Guideline is intended to outline the design intentions and performance requirements in the design of all new LSP public toilets and changing rooms. Alternative solutions will be considered as part of the LSP’s internal Design Review process.

Aesthetics:
It is important to make an assessment of individual projects to evaluate the context and level of design required for the site or facility.
Within this context utility should take precedence over aesthetic considerations: form should follow function. However originality and creative input are also required.

Asset use:
The asset is to be functional and in an appropriate location to optimise its use. Consider the relationship between existing and/or proposed facilities within the micro and macro context.
Access to the facility should be considered and desire lines identified and accounted for.

All construction shall comply with but not be limited to the following Standards and Regulations:

- Auckland Council Local and Sports Parks West Parks Standard Specification Parks Building (legacy)
- Standard Auckland Council Local and Sports Parks drawings as stated in the contract
- 24th July – Issue B – Electrical Specification Added 6
- Regulations Means of Compliance
- NZBC B1 Structure NZBC B1/AS1 B1/VM1
- NZBC B2 Durability NZBC B2/VM1
- NZBC C Protection from Fire NZBC C/AS1
- NZBC D1 Access NZBC D1/AS1
- NZBC E1 Surface Water NZBC E1/AS1
- NZBC E3 Internal Moisture NZBC E3/AS1
- NZBC F3 Hazardous Materials NZBC F3/AS1
- NZBC F6 Signs NZBC F6/AS1
- NZBC G1 Hygiene NZBC G1/AS1
- NZBC G4 Ventilation NZBC G4/AS1
- NZBC G7 Natural Light NZBC G7/AS1
- NZBC G8 Artificial Light NZBC G8/AS1
- NZBC G9 Electricity NZBC G9/VM1
- NZBC G11 Gas as an Energy Source NZBC G11/AS1
- NZBC G12 Water Supply NZBC G12/AS1
- NZBC G13 Foul Water NZBC G13/AS1 NZS 3500

This Guideline is based on that produced by LSP West. It references the ‘LSPW Standard Specification for Parks Buildings’ which should be used until superseded. This will be identified in future revisions of this guideline. LSP intend to review this Guideline annually and make changes as required.

REVISION 3
The LSPW Code of Practice Design Guidelines include the following overview for toilet installations within Parks and Reserves (excepts from section 7.3.14):

7.3.14 TOILETS / BUILDINGS

Where toilet installation is to be carried out within Parks and Reserves, works shall be undertaken in accordance with:

- The standards and criteria set out in the relevant District Plan
- The New Zealand Building Code
- NZS 4121:2001 Design for Access and Mobility: Buildings and Associated Facilities
- NZS 4241: 1999 Public Toilets
- Barrier Free Built Environments: Guidelines for Quality Accessiblility using NZS 4121 and the NZ Building code
- Parks Building Specification

7.3.14.1

Designs are to allow for the following:

- Clear visibility and access of the building
- At least one ‘All Access’ toilet
- Maximum use of natural light and ventilation
- All fixtures and fittings shall be stainless steel or a similar durable material
- All services (plumbing and electrical) shall be hidden from view and access
- All pans must be fixed to the floor
- Water saving devices
- The use of sustainable, durable materials
- All external spouting shall be protected by durable boxing
- All external down-piping shall be galvanised, stainless steel or sleeved by a protective layer to prevent vandalism. Alternatively, down pipes may be run internally in services ducts and may be PVC in this case.
- All surfaces shall be treated with graffiti guard or similar product to minimize the effects of graffiti
- Supply of a tap with a hose fitting inside service area or other approved location for cleaning
- The drain for wash water must connect to the wastewater system
- The use of lockable solid steel or steel coated timber external doors

The design of LSP public toilets and changing rooms shall take into account as many performance based design considerations as possible, in the hope of producing a building that not only addresses the stringent operational requirements, but also produces a unique and well considered piece of design.
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

1.2 LOCATION

Proposed new locations must be accessible and safe.
1.2.1 Crime Prevention Through Environmental Design (CPTED) and Injury Prevention Through Environmental Design (IPTED)

CPTED principles consider how a facility or public space can be built in a way that reduces the likelihood or perceived likelihood of antisocial or criminal activity occurring as a result of its construction. Security and visibility are to be of high consideration in choice of proposed locations for new public toilets and changing rooms. It is hoped that through a carefully considered location, crimes that occur in public toilets and changing rooms such as drug dealing, vandalism, graffiti and inappropriate sexual behaviors can be reduced or eliminated.

The proposed location of all new Auckland Council Local and Sports Parks toilet blocks must take into account the specific geographic and urban / park condition of its surrounds, to provide the safest location possible. Safe locations shall take into account the following factors:

1) Surveillance:
   • Natural surveillance - toilets blocks should be located in busy areas with high visibility
   • Located away from surrounding vegetation – such as overgrown shrubbery
   • Respond to specific geographic conditions – be located away from blind corners, dark alleyways or tall bushes etc
   • Formal surveillance, in areas where known CCTV are installed

2) Orientation:
   • Doors should open onto the street / road
   • Entrances should be in the most public and active area

3) Toilet Blocks shall have:
   • Single cubicles large enough for a pushchair or wheelchair
   • A separate service area - (with separate external door)
   • Single sex accessible cubicles with no lobbies

4) Other considerations:
   • Areas with good ambient lighting (new lighting shall supplement existing if required)
   • Positioned to provide good natural light and ventilation

The following circumstances are discouraged for CPTED (Crime Prevention Through Environmental Design):
   • Secluded locations
   • Locations which require rear / hidden entrances
   • Recessed entrances
   • Locations near overgrown shrubbery
   • Locations near blind corners, dark alleyways or tall bushes

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Design Guidelines for Changing Rooms and Public Toilets.

1.2.2 Accessibility

Public toilets and changing rooms are a public service provided by LSP to their rate payers and the wider community; as such they should be made accessible to as many persons as possible. Locations should be chosen so that suitable accessible routes can be provided from existing footpaths, car parks and roads.

The following codes and standards are relevant, and should be adhered to. Note that NZS 4121 has higher standards and is the preferred document:

- NZS 4121 Design for Access and Mobility – Buildings and Associated Facilities
- Barrier Free Built Environment – Guidelines for Quality Accessibility using NZ Standard 4121 and the NZ Building code
- NZBC - D Access
- NZBC - G1 Personal Hygiene

Relevant clauses in NZ 4121:

Definition of an Accessible Route:

4.2.1

‘An Accessible route or routes shall be provided that connects from the point of arrival on site to those rooms and spaces required to be accessible to enable people with disabilities to visit and work and “carry out normal activities and processes” in the buildings and facilities’.

4.2.2

‘There will be situations where the local topography will not allow an accessible route requirement to be fully provided. Other solutions that provide reasonable and adequate access may be approved provided that the principles of accessibility are maximized in the alternative designs’.

4.2.4

‘The accessible route includes paths, carparks, ramps, at least one public entrance, corridors, stairs, doorways, and lifts within the building. For non ambulatory people, the accessible route shall not incorporate any step, turnstile, revolving door, escalator or other impediment that would prevent it from being safely negotiated’.

Relevant clauses in NZBC - D Access:

Definition of an Accessible Route:

‘An access route usable by people with disabilities it shall be a continuous route that can be negotiated unaided by a wheelchair user. The route shall extend from street boundary or car parking area to those spaces within the building required to be accessible to enable people with disabilities to carry out normal activities’.
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

NZBC D1/AS1 1.1.1:

‘Accessible routes shall be provided to give direct access to the principal entrance to the building where practical. If it is not practical, the alternative most direct practical route to the space served by the principal entrance shall be used’.

NZBC D1/AS1 - 3.3.1

Where necessary, provisions should be made for landings in ramps:

‘Landings shall be level, and be provided at the top and bottom of all ramps’.

For any ramp steeper than 1 in 33, intermediate landings are to be provided at the vertical intervals given below:

<table>
<thead>
<tr>
<th>RAMP TYPE</th>
<th>ACCESSIBLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum rise between landing</td>
<td>750mm</td>
</tr>
<tr>
<td>Length of landings</td>
<td>1200mm</td>
</tr>
</tbody>
</table>

Maximum Slope of Accessible routes
The maximum acceptable slope for accessible ramps is 1:12 (as per in Table 3 NZBC D1).

Access from carparks
Kerb ramps shall be provided in accordance with NZS 4121 13.4.3 Fig 46 to allow access from any adjacent carpark area to toilet and changing facilities.

Width of Accessible routes
The minimum width of an accessible route shall be 1200mm. This code of practice, however stipulates that all foot paths shall be 1500mm wide. Wider footpaths allow space for wheelchairs and buggies with space for other users to pass. The designer should consult with the project manager prior to confirming path widths.

NZBC D1/AS1 2.2.1

‘The clear width of an accessible route shall be no less than 1200mm’

Typically flush entries should be attained as the standard preferred option by way of a strip drain and only in unusual situations should there be a 20mm (max) change in height at the threshold between the cubicile floor and the accessible route (footpath) immediately outside.

NZBC D1/AS1 1.3.2

‘Threshold weather stops projecting no more than 20mm above the threshold finished surface are acceptable.’
1.2.3 Service Access

Access to the service duct doorway shall be provided with a concrete footpath to the minimum specification below:

Code of Practice for City Infrastructure and Land Development
All new footpath design / construction shall follow: Auckland Council Local and Sports Parks West; Code of Practice for City Infrastructure and Land Development (Refer Figure 1).

Summary of LSP requirements for foot path design

Refer Figure 1: Concrete Footpaths Typical Details. Standard Detail SD 7.09A.

- 1500mm wide (minimum)
- 1.5% cross fall. (Note that this translates to 1:68 while NZBC Dl/AS1 only requires 1:50)
- 100mm 20MPa exposed aggregate concrete
Figure 1 SD7.09A Concrete Footpath Typical Details
AUCKLAND COUNCIL LOCAL AND SPORTS

1.3 INTERNAL LAYOUT

All New LSP accessible toilets shall be designed to provide manoeuvring space so that people in wheelchairs are able to use each type of fixture and are able to turn through 360 degrees in one movement.

1.3.1 General Layout - Toilet

The internal layout, elevations and sections (below) shall be used as the basis of all new two cubicle public toilets located in parks and urban settings. Note that the toilet pan backs onto the service area. This provides an efficient layout for flush pipes. Any change to this has significant implications to hydraulic function.

The plan combines data from the NZBC, NZS 4121 and NZS 4241.

At the time of publishing, dimensions and fixtures complied with or exceeded the relevant layouts for people with disabilities in NZBC G1 (refer Figure 2).

N.B. Backrests are now required for all accessible toilets.

![Figure 2 Accessible Toilet – Floor Plan](image-url)
If supplementary additional equipment is required such as parenting or shower facilities, refer to the relevant plan in NZS 4121. Figure 3 below shows the correct layout of equipment in a parenting unit.

Figure 3 Accessible Parenting Unit Floor Plan (from NZS 4121)
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

Figure 4 Accessible Toilet - Typical Internal Elevations

Figure 5 Accessible Toilet – Typical Cross Section

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1.3.2 General Layout - Changing Room
The internal layout (below) shall be used as the basis of all new changing rooms located in parks and urban settings. Note that the entry should allow for privacy to the changing areas by way of wing walls. There are to be no toilets located within the changing rooms.

![Diagram of Changing Room Layout]

*Figure 6 Typical Changing Room Layout*

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1.3.3 Cubicle doors
Cubicle doors shall comply with NZBC – D1.

The clear opening width of the doors into accessible cubicles shall be 900mm. This is greater than the standard minimum but allows a baby buggy to enter.

Accessible doors must have an appropriate lever handle. Refer to later section.

NZBC D1/AS1 - 7.0.5

‘Door handles – Accessible doors shall be operable with one hand and have a lever action operation for handles, locks and latches. Handles shall be between 900 mm and 1200 mm above floor level. Pull handles or push plates are acceptable only where doors are not latched’.

Note that a height of 1000 for handles is preferred.
As per NZS 4121 7.3.5 door closers on exterior doors shall have a maximum closing pressure of 38N.

1.4 MATERIALS

Choice of materials should:
- Reflect LSPs initiatives, such as the use of sustainable materials and building practices where possible
- Reflect the design intentions of the amenities block
- Be fit for purpose and take careful consideration of local environmental, i.e. coastal proximity
- Be able to withstand use and abuse
- Minimise potential injury to users

1.4.1 Durability
All materials and fixtures used in LSP toilets shall be constructed of durable, easily cleanable materials, installed and constructed in a way which provides for easy cleaning and maintenance.
Material must comply with requirements in New Zealand Building Code: Clause B2 – Durability, as well as specific LSP requirements.

Specific performance based durability requirements of materials:
- Impact resistant
- Durable and robust
- Resistant to scratching
- Corrosion resistance
- Low maintenance
- Easily repaired or replaced
- High level of fire resistance
Warranties for all construction shall be (but not limited to):

- Water Supply and Plumbing: 2 years installation
- Sanitary Plumbing: 2 years installation
- Profiled Polycarbonate Roofing: 5 years installation, 15 years materials
- Steel Doors: 2 years installation, 5 years materials
- Interior and Exterior Painting: 2 years installation and materials (including Graffiti Protection)
- Epoxy Resin Based Floor Finish: 2 years installation and materials
- Electrical: 1 year installation and materials
- Protective Coatings: 2 years installation

1.4.2 Vandalism

Public toilets and changing rooms have often been the target of vandals, arsonists and taggers causing damage to fixtures, fittings, walls, and roofs.

All New LSP public toilet and changing room designs shall incorporate strategies to reduce and prevent potential vandalism.

Toilet Blocks must be designed with:

- Non-flammable materials
- Recessed lighting
- Vandal and graffiti resistant materials – not climable or scalable
- Suitable graffiti guard products (refer 1.4.3 finishes)
- Vandal resistant fittings
- Protected or enclosure of all plumbing and services, including taps either positioned under wall mounted benches or sinks, or located under a suitably designed tap protector
- Services located within a duct / service area

Particular consideration should be given to:

- Prickly bushes or gardens around the walls to discourage graffiti
- Patterns on Walls / Precast panels
- Artworks to discourage Graffiti
- Ability of skylights to withstand vandals, use of security bars where necessary

Cubicles must be able to be completely secure after hours of operation. The public shall not easily gain access from cubicles to service products. The use of flimsy mesh grills, guards, grates or panels in the exterior cladding should be avoided, as these are often used as points of entry.

Auckland Council Parks can further reduce the effects of vandalism with:

- Regular maintenance and inspection
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

1.4.3 Finishes

All selected finishes should be highly durable, smooth, and non-porous, achieving a high level of sanitation and enabling surfaces to be easily cleaned.

All paint finishes to be approved to allow for the seamless painting of graffiti.

Precast Concrete – Clear Finish – Anti Graffiti

Description: Cementitious surfaces, urethane acrylic
System: Resene One-Line Spec. No. 19e 4.1
Surface prep: D83
Three coats: Resene Uracryl 403 UVS Clear RA56 @ 50 microns DFT

Pre Cast Concrete – Paint Finish - Anti Graffiti System

Description: Cementitious surfaces, urethane acrylic
System: Resene One-Line Spec. No. 19i 2.1
Surface prep: D83
1st coat: Resene Armourcoat 510 RA40,
2nd and 3rd coat: Resene Uracryl 403 RA56, @ 50 microns DFT
4th coat: Resene Uracryl 403 UVS Clear RA56 @ 50 microns DFT

Finished timber surfaces

Three coats: Resene Polythane Clear Polyurethane

External downpipes and guttering

Unpainted hot-dipped galvanized steel (unless otherwise approved)

The mastic sealant used between the concrete panels should also be painted

1.4.4 Local and Sports Parks Standard Colours.

The colours below have been provided as a guide only. Use of standard colours will provide consistency with amenities built and may prove efficient in terms of painting out graffiti and maintenance etc. Individual designs should take into account the needs and wants of all stakeholders including local Community Groups, Iwi, and Clubs, for instance club colours maybe chosen to add a unique design feature to a changing room a club has a particular affinity with.

The following colours can be used as a recommendation:

<table>
<thead>
<tr>
<th>ELEMENT</th>
<th>RESENE COLOUR (OR EQUIVALENT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interior</td>
<td>Sidecar Yellow</td>
</tr>
<tr>
<td>Floor</td>
<td>Gull Grey (6GR40) (refer 1.4.5 flooring)</td>
</tr>
<tr>
<td>Exterior</td>
<td>Strombol green</td>
</tr>
<tr>
<td>Trim (gutters etc.)</td>
<td>Pioneer red</td>
</tr>
<tr>
<td>Doors</td>
<td>Pioneer red</td>
</tr>
<tr>
<td>Eaves</td>
<td>White</td>
</tr>
<tr>
<td>Roof, Flashing</td>
<td>Kelp</td>
</tr>
</tbody>
</table>

REVISION 3
1.4.5 Flooring

All floors are to be applied with an epoxy resin based anti-slip floor finish unless otherwise stated in the contract document.

Flooring shall comply with slip resistance requirements of NZBC (refer 4.5 Flooring).

NZBC D1/AS1 2.1.1

'Level access routes to which the public has access, including level accessible routes, shall have a mean coefficient of friction \( \mu \), of not less than 0.4 when tested in accordance with AS/NZS3681.1 (see D1/VM1). Refer 3.5 Flooring for specific floor covering'.

Often floors in these areas are wet, therefore floors shall be sloped outwards to a slot drain across the doorway, with a maximum fall of 2% which translates to 1:50. Refer to Figure 2 for layout of slot drains and the related floor slopes. The grates on the slot drains shall be secured with a fitting that can be removed by contractors for maintenance purposes e.g. vandal resistant / tamper-proof bolt or similar approved fitting.

In all instances where floors are to be flushed with water, the intersection of walls and plinths are to be coved to a minimum radius of 25mm. Coving is to be an integral part of the floor, plinth and wall surface finish. Pre-formed coving is to be used, and should be finished to match the floor coating.

![Figure 7 Typical Coving Method](image)

**Figure 7 Typical Coving Method**

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Design Guidelines for Changing Rooms and Public Toilets.

1.4.6 Walls
Recommended materials for interior and exterior walls:
- Precast concrete – min depth 100mm (preferred) – Joints to be sealed with BASF SONOLASTIC ULTRA. This product is suitable to be used in conjunction with both oil based and acrylic paint systems, and is compatible with URACRYL as they have the same aliphatic polyurethane resin base. It is pig and puncture resistant and can be painted over; it has been used worldwide in prisons and public amenities situations because of these properties. See Appendix C for the BASF SONOLASTIC ULTRA specification
- Stainless Steel surface – min thickness 3mm
- Aluminium surface - min thickness 3mm

1.4.7 Roofing
Roofing identified below is a guideline only. Alternative products with similar or better demonstrated performance may be substituted at the approval of the LSP Representative.
- Sheet Steel Roofing - Custom fabricated 6mm galvanised plate steel roof (zinc arc spray) with 60 x 5 EA perimeter frame. Resene armourcote and tinted uracryl paint system (or similar)
- Profiled Steel Roofing - Prefinished roofing steel and tube 0.55mm BMT Zincalume
- Custom Orb Colorsteel Maxx finish
- Prefinished flashings 0.55 BMT Zincalume Colorsteel Maxx
- Roofing to be fixed with Steel and Tube 12g x 55 Class 4 Roofing Screws with Profiled Washers
- Profiled Polycarbonate Sheet Roofing - Transparent Sheet Roofing Alsynite Topglass GC White Tint
- Roofing to be fixed with Hyton Parker 12gx50 with 10x25 Grey Dome Washer
- Purlins must be spaced at 200mm centres, to allow for live loading on roof
- Internal gutters should be incorporated into roofing and downpipes within service areas where possible. All gutters should be designed to overfly externally to the building in the case of blockage
- The roof overhangs must be designed with adequate coverage to ensure no water ingress through passive ventilation areas during heavy rainfall and wind (refer to Figure 8 and Figure 9)
1.5 SERVICES

This guideline considers a typical site with ready access to water, sewer and electricity connections. Where possible care should be taken in choosing a site to ensure that these utilities are available. In some instances such as remote locations these may not be available. If no alternative site is available a specific design will be required that may involve, rainwater collection tanks, soakage pits or holding tanks, waste water piping and pumps and effluent disposal fields. These factors should be considered on a case by case basis.

1.5.1 Electrical

- The point of electrical supply is to be either from a pillar at the property boundary or in an underground pit at the building. Pillars are not to be located next to buildings where they could be used to access the roof. Single phase power is to be installed via 80mm DIA PVC duct under floor slab, should be IP rated for splashes as changing rooms and toilets are hosed out.
- The main switch board and meter are to be inside the service area.
- 2 x 10a switched socket outlets PDL 56 series. Mounted at 300mm AFFL inside service area.
- All light circuits are to be on timer and light sensors.
- Care should be taken when selecting the location of electrical fittings such as sensors, which may be vulnerable to vandalism or theft. Use of robust fittings (e.g. protective grills), internal housing, or other approved alternatives should be considered.

1.5.2 Lighting

- Adequate lighting must be provided in toilet cubicles to allow for both day and night time use. Cubicles should be positioned to provide the best natural light and where possible have skylights or clear panels to provide internal ambient light.
- Internal lighting levels shall be: MIN 80 LUX. A specified light fitting (per cubicle) located in the duct will provide the recommended lighting level.
- The External (forescourt) Lighting levels shall be: MIN 40 LUX, providing a safe environment during the evening.
- Lighting shall be located in the service duct or recessed in soffit or wall. The design of the service duct barrier is to accommodate this.
- The building fabric shall ensure that good day lighting is achieved within the building. Average daylight factor of 3% should be aimed for.
- Efficient lighting design to provide ensured minimal energy usage (aim for 1.5W/sqm per 100 lux).
- Lighting shall be controlled via solar / occupancy sensors or to ensure efficient operation. Lamps used shall be compatible with the expected switching cycle of the sensors.
- High frequency ballasts shall be installed in all fluorescent luminaires.
- No incandescent or halogen lamp sources shall be used.
- The lighting design shall comply with AS4282 ‘Control of the Obtrusive Effects of Outdoor Lighting’.
- Efficacy of luminaires used shall exceed 100 lm/W with a lamp life of at least 50,000 hours.
- Light fittings shall be vandal proof.
- Solar / Motion sensor automatic lighting, both interior and exterior (with time shut off).
1.5.3 Water Supply

Due to the unique demands of LSP public toilet and changing room facilities, the water supply pipeline, meter and system for a proposed building must be hydraulically designed following investigation into site specific factors. Water supply services must meet the requirements of AS/NZS 3500 and consider factors such as:

- Proximity of the proposed building to the networked supplier water main
- Location of meter (and connection to supplier main)
- Required meter diameter and flow capacity
- Pressure available from supplier main and relative floor level elevation of the proposed building site
- Unique type, quantity and location of fittings within the proposed building
- Water supply must be separately metered, especially from any irrigation system
- Pressure requirements of fittings within the proposed building and the probable simultaneous flow of typical use

Adequate residual pressure must be provided to the furthest fitting within a proposed building at minimum flows to allow fittings to function as specified. The typical flows of many such fittings are outlined in AS/NZS 3500 for the purpose of appropriately sizing the water supply services but adherence to specifications gained from a manufacturer must take precedence.

A rough guide (supplied by ZURN) is included below and can be used for mains pressure installations to assist in hydraulic design. The pipe sizes shown relate to the final horizontal pipe where the take-off for a ZURN flush valve would be connected. Preceding pipe sizes may need to be larger based on the factors outlined above.

These sizes assume a residual pressure within the specified 150kPa – 500kPa range.
Auckland Council Local and Sports

Design Guidelines for Changing Rooms and Public Toilets.

<table>
<thead>
<tr>
<th>NUMBER OF VALVES</th>
<th>PIPE SIZE (MM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>25</td>
</tr>
<tr>
<td>2 - 3</td>
<td>32</td>
</tr>
<tr>
<td>4 - 12</td>
<td>38</td>
</tr>
<tr>
<td>13 - 24</td>
<td>50</td>
</tr>
<tr>
<td>25 - 50</td>
<td>65</td>
</tr>
</tbody>
</table>

Note: The use of this rough guide does not negate the requirement for a building specific hydraulic design based on site specific factors outlined above.

Where adequate mains pressure is unavailable, use a pressure vessel, for example Well-x-trol.

A rainwater harvesting system should be considered for landscape irrigation and WC and urinal flushing water:

• Based on the roof area of the building and the expected use pattern of the facility, the rainwater system shall be designed to make up over 80% of the non-potable water needs of the building.
• Tank water shall be supplied to the WCs and external hose taps via pumps and automatic switching valves. The automatic switching valve shall ensure that water is always available (either rainwater or mains water). This switching valve is to be fail safe so that it automatically reverts to mains supply upon failure of the control, power supply or the like;
• The tank should be fitted with a float switch to prevent dry-running of the pump. This shall be configured with the floating pump intake to ensure that the intake never reaches the bottom of the tank and pumped water quality is maintained.
• The systems would be installed with a storm water overflow and automatic filtering on incoming stormwater.
• All outdoor taps shall be fitted with signs indicating ‘do not drink’
• Rainwater pipework would be cross-linked polyethylene.
• The location of the tank would ideally be buried in a central location to all of the down pipes. It should also have a manhole access point outside the building footprint to allow access for cleaning and maintenance.

1.5.4 Backflow Prevention

Backflow prevention is required for all LSP Public toilet and changing room facilities in order to prevent contamination and thereby safeguard the water quality for;

• Users of the facilities AND
• Neighbouring consumers supplied by the same networked supplier

All statutory requirements must be met in respect to backflow prevention (including the Building Act 2004) for all services within the property in addition to the Networked Supplier’s requirements.

LSP preference is for a single, testable backflow prevention device to be installed in a suitable location to facilitate ongoing maintenance and testing and provide protection against damage. This location should be determined prior to application for building consent, following discussion with the networked supplier in order to accommodate the ongoing testing requirements of both the Territorial Authority and Networked Supplier. Consideration should be given to the hydraulic effects of a specified backflow prevention device on the water supply service for the proposed building.
AUCKLAND COUNCIL LOCAL AND SPORTS
Design Guidelines for Changing Rooms and Public Toilets.

1.5.5 Plumbing
All possible services (plumbing, electrical etc) shall be hidden from view and inaccessible from the cubicles or if accessible, protected from public damage. No copper piping to be used, unless otherwise approved.

Gully traps must be suitably placed to prevent damage by Parks lawn mowers (refer fixtures section), and in cases where pipe work cannot be fully concealed in the service duct and is surface mounted it shall be fully shrouded by 3mm stainless steel fixed to the wall and meet code.

1.5.6 Wastewater
Unless stated in the contract document the following materials are to be used when installing a waste water system in all public toilet and changing room blocks:
- uPVC Pipework Marley PVC DWV Pipe Systems Optim SN8or SN10
- uPVC Bends, Junctions, Connections Marley DWV Fittings
- uPVC Jointing Primer Marley Primer Fluid
- uPVC Jointing Solvent Marley Gold Solvent

1.5.7 Stormwater
Unless stated in the contract document the following materials are to be used when installing a storm water system in all public toilet and changing room blocks:
- For internal downpipe within service duct (see Figure 3 for typical cross-section), use nominal 150mm diameter PVC pipe
- For external downpipe and spouting use 3mm Galvanised Steel pipes sized from NZBC E1
- uPVC Pipework Marley PVC DWV Pipe Systems Optim SN8or SN10
- uPVC Bends, Junctions, Connections Marley DWV Fittings
- uPVC Jointing Primer Marley Primer Fluid
- uPVC Jointing Solvent Marley Gold Solvent

1.5.8 Water Heating Systems
The design and installation shall be compliant with the following standards/codes (but not limited to):
- National Plumbing and Drainage Code (AS/NZS 3500 Parts 1 - 4)
- Building Code of New Zealand
- Relevant New Zealand Standards
- Local Government regulations
- Local authority Gas fitting Rules

The water heating system design shall consider the following aspects:
- The water heating system shall be a combination of a closed loop evacuated tube solar collector, hot water cylinder and an array of gas instantaneous condensing boilers. During low building occupation, the solar collectors shall provide most of the hot water requirements
- If gas supply is not available from the street infrastructure, gas storage bottles shall be provided instead to supply the instantaneous condensing boilers
- During peak periods (after-match showers etc) gas condensing boilers can be manifolded together to provide a large instantaneous source of hot water. These would be fed pre-heated water from the solar collector
The solar panels should be located on a north or west facing roof. Ideally they will then be positioned to the correct inclination angle relative to the sun. But it should be noted that there is only a 10% drop in efficiency between a flat panel and an inclined panel so inclination is not essential.

The cylinder should be remote from the panels on the ground floor near the changing room/toilets and should be an interior cylinder within a secure enclosure.

The domestic hot water system shall circulate at 65°C with a 5°C drop around the loop, and incorporate means of isolation and hot water temperature reduction at each zone or take off point.

All hot water pipe work shall be thermally insulated and to be reticulated to the fixtures by a standard branch distribution network. A circulating system is not recommended as the pipe runs are expected to be short. This means that energy will be saved due to lower heat losses and not running a pump.

The primary loop for the storage cylinders shall also be controlled by a thermostat within the storage cylinders.

When the storage temperature drops below 60°C the primary circulating pump shall operate and switch off when the temperature reaches 65°C.

Thermostatic mixing valves shall be provided to reduce the temperature to that nominated below.

<table>
<thead>
<tr>
<th>FACILITY / ITEM</th>
<th>TEMPERATURE RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cleaners sinks, etc.</td>
<td>65°C Maximum</td>
</tr>
<tr>
<td>Basins and Showers</td>
<td>42°C delivery temperature at taps, faucets and shower roses (via thermostatic mixing valves)</td>
</tr>
</tbody>
</table>

All hot water pipe work shall be thermally insulated and to be reticulated to the fixtures by a standard branch distribution network. A circulating system is not recommended as the pipe runs are expected to be short. This means that energy will be saved due to lower heat losses and not running a pump.
1.6 SIGNAGE
Signage shall be attached to the toilet door in a position which is easily observed by users (refer to Figure 10). All signage to be riveted (not glued). Proofs of all signage to be approved by the LSP manager.

Information included shall be (refer examples):
• Function (i.e. public toilet)
• Hours of operation
• Gender of cubicle (one cubicle shall be male and the other female)
• If the cubicle is accessible (wheel chair access)
• Council details to report damage or faults

The sign shall be 400mm x 300mm, placed in the horizontal centre of the door of each cubicle, with a distance of 160mm between the top edge of the sign and the top of the door. There can be separate male and female signs where required as hours of operation vary from park to park, a revised signage template is to be used with amended hours. The signage examples below with green trim are the most current colour choice. Signage shown with blue trim has been superseded but has been included here for reference.

Signs are a council supplied item and supplied by: Brave Design (09 836 2482)

Figure 10 Example of Signage Positioning at Te Atatu South Park
Auckland Council Local and Sports

Design Guidelines for Changing Rooms and Public Toilets.

Figure 11 Signage 400 x 300 Male
Figure 12 Signage 400 x 300 Female
Figure 13 Signage 400 x 300 Unisex Accessible Public Toilet
Figure 14 Signage 400 x 300 Unisex Changing Room
Figure 15 Signage Changing Room 1 N.B: Includes Booking Contact No
Figure 16 Signage Changing Room 2 N.B: Includes Booking Contact No
1.7 VENTILATION

Toilet block design should allow for passive / natural ventilation. See Figure 17 and Figure 18 for examples. Ventilation design should maximise air flow, but inhibit rain ingress while giving consideration to natural lighting requirements in Section 1.5.2. The roof overhangs must be designed with adequate coverage to ensure no water ingress through passive ventilation areas during heavy rainfall and wind, as stated in Section 1.4.7.

Roof overhangs should be an integral consideration in the design of the louver / ventilation system. Passive Ventilation should be designed in accordance with the requirements of NZBC Clause G4 1.2.1:

‘Provision for natural ventilation of occupied spaces shall be achieved by providing a net openable / open area of windows or other openings of no less than 5% of the floor area (refer NZBC).’

Natural ventilation’s primary purpose is to provide acceptable indoor air quality. To satisfy NZ Building Code requirements, external openings of no less than 5% floor area of the space being naturally ventilated are required. Natural ventilation provisions should also provide cooling by making use of wind forces and differences in air density to move air through a building.

Cross flow ventilation:
Natural ventilation openings are recommended on more than one external face within large spaces with high occupancy to ensure cross flow of natural ventilation. Cross flow ventilation ensures air movement through a space, thus creating cooling effect on occupants, particularly as it is impractical that all occupants can station themselves adjacent to external openings. Cross flow ventilation is recommended as being most effective whereby the space floor width to ceiling height ratio is no greater than 5:1.

Single sided ventilation:
Single sided natural ventilation is recommended as being most effective whereby the space floor width to ceiling height ratio is no greater than 2:1. Similarly, there may be opportunity to incorporate double ventilation openings on the one external exposure. In this case the recommended floor width to ceiling height ratio is no greater than 3:1. This form of ventilation maybe applied to smaller spaces where occupants can be located adjacent to openings, or within the Changing Facilities which will be occupied for short durations, and as the spaces are within recommended floor to ceiling ratio range.
1.8 MATERIALS AND SUSTAINABILITY

LSP encourages the use of sustainable materials.

Ideal materials should:
- Have low embodied energy content in their manufacture
- Have low toxicity both in manufacture and in use
- Be from a renewable source
- Be recyclable
- Be self-finishing
- Be to industry standard material sizes to reduce wasteful off-cuts

The use of PVC should be minimised by:
- Using low smoke, zero halogen cabling instead of PVC cabling
- Using cross-linked polyethylene pipework instead of PVC pipework

Timber:
Timber from certified sustainably managed forests shall be used wherever feasible and inappropriate use of treated timber shall be reduced.

Concrete:
Concrete used should have independent certification for having lower environmental impact than standard applied coatings, as verified through a materials certification body - OR - Concrete used in the building construction should have a significant recycled content.

Other requirements:
- On sloping sites, design the building so as to minimize earth works
- Use of planting
- Site works should minimise damage to surrounding areas

1.9 WASTE AND ENVIRONMENTAL MANAGEMENT

Waste Management:
Construction contractor shall provide and implement a comprehensive waste management plan and contract provisions shall require the contractor to re-use and/or recycle construction and demolition waste;

Environmental management:
An Environmental Management Plan (EMP) shall be implemented by the Construction contractor which is a comprehensive, project-specific Environmental Management Plan (EMP) for the works in accordance with Section 4 of the NSW Environmental Management System guidelines 1998 or 2007;
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

2 FIXTURES AND FITTINGS

2.1 INTRODUCTION

Efficient fixtures and fittings are to be installed in the toilet areas:

<table>
<thead>
<tr>
<th>FITTING</th>
<th>MAX FLOW RATE</th>
<th>WELS STAR RATING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toilets</td>
<td>6 litres per flush</td>
<td>3 Star</td>
</tr>
<tr>
<td>Taps</td>
<td>4 litres/min</td>
<td>6 Star</td>
</tr>
<tr>
<td>Showers</td>
<td>6 litres/min</td>
<td>2 Star</td>
</tr>
</tbody>
</table>

The following selection of fixtures and fittings have been selected by LSP for their durability, vandal resistance and compliance with applicable NZBC codes. LSP must be consulted and approve the use of alternative fittings.

For correct mounting of fixture and fittings refer to section 1.3 of this manual.

Data sheets for the selected fittings and fixtures can be found in APPENDIX F.
2.2 WASH HAND BASINS

Figures 19 and 20 show two options for disabled hand basins. They both focus on security, safety and durability.

Features:
- Totally shrouded to eliminate purchase points and prevent access
- Vandal resistant fully welded seamless construction
- Round bowl stainless steel sink
- No sharp corners for safety
- Separate stainless steel fixing plate to bolt onto wall

FR-OVALA-ACC Wash Hand Basin for Disabled:
Available from MacDonald Industries.

Wall mounted with fixing through the rear of the basin using coach screws or similar to suit the wall structure. The trap cover is similarly mounted, but the installer should ensure that the trap cover is mounted hard up against the underside of the basin to offer additional support.

Figure 19. Franke Accessible Wash Hand Basin (PREFERRED OPTION)

Security Basin:

(If the requirement is for a corner basin, the Burns and Ferrall WB5 basin may be used with stainless steel plumbing or a stainless steel skirt installed to protect all plumbing and services from vandalism).

Figure 20. Burns and Ferrall Security Basin

Ensure that tap is located on WC side of basin. For correct positioning of basin refer section 1.3 of this manual.

Figure 21. Henderson Valley Park Burns and Ferrall Security Basin as Installed
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

2.3 BASIN TAP

Figure 22 shows the preferred disabled tap. In areas that are at high risk of vandalism, the tap shown in figure 23 can be used. Note that this does not meet the requirement for disability.

**DELABIE**

Delabie DE702350 Time Delay Basin Tap:
Available from MacDonald Industries.

Automatic shut-off basin lever operated basin tap. Shut off delay 15 secs and pre-set flow rate 4/l/min. Body in chrome plated brass with flow straightener.

*Figure 22. Delabie Time Delay Basin Tap (PREFERRED)*

**DELABIE**

Delabie DE702351 Time Delay Basin Tap:
Available from MacDonald Industries.


*Figure 23. Delabie Time Delay Basin Tap*

*Figure 24. Delabie Time Delay Basin Tap as installed*
2.4 MIRROR

All mirrors shall be: mirror finish, polished, 3mm stainless steel. Stainless steel shall be 316 marine grade in all beach toilets. Mirrors shall be placed above the wash hand basins. For placement of mirror refer section 1.3 of this guide.

8026 Stainless Steel Mirrors:
Available from MacDonald Industries.

Mirrors are fabricated from 1mm type 304 stainless steel with a #8 mirror finish. The mirror has a 6mm thick Masonite waterproof tempered back board for strength and the stainless steel mirror is returned 8mm all around the backing board. The mirror has 4 x 5.5mm mounting holes.

For correct positioning of mirrors refer section 1.3 of this manual.

Figure 25 ASI Stainless steel Mirror

![ASI Stainless steel Mirror](image)

Figure 26. Te Atatu South Park ASI Stainless Steel Mirror as installed

![Te Atatu South Park ASI Stainless Steel Mirror as installed](image)
2.5 TOILET PANS AND BACKREST

2.5.1 Toilet Pans
Toilets shown in figure 27 or 28 should be used in disabled toilets. Toilet shown in figure 29 can be used in a standard toilet cubicle. A backrest must be installed above toilet in all accessible toilets - refer 2.5.2. Note that a plastic seat and lid must be provided in coastal areas.

**FRANKE**

Franke Floor Mounted Stainless Steel Accessible WC: Available from Macdonald Industries.

Built for areas where vandalism is likely. Designed to flush with 6L of water. Designed for bolting through a wall where flushing equipment is installed in an accessible duct behind the wall.

![Figure 27: Franke Floor Mounted SS WC](image)

**BURNS & FERRALL**

Figure 28: Burns and Ferrall SS Disabled WC (34 DISPAN P)

Figure 29: Burns and Ferrall SS Standard WC (34 STOPAN P)

2.5.2 Back Rest
To be provided above all accessible toilet pans.

![Figure 30: Delabie toilet pan backrest](image)

Delabie DE10629 is a commercial grade backrest that complies with disabled access requirements providing the necessary back support for disabled persons.
2.6 CISTERNs, FLUSH VALVES AND BUTTONS

The standard design is for the toilet pan to be against an internal wall with service area directly behind. This allows for installation of either a flush valve or cistern directly behind the pan and minimise any bends which may result in head losses in the flush pipe work.

LSP policy is that flush Valves may be used by toilets only if an adequate mains water supply is available. Cisterns shall be supplied by pump where water supply pressure is inadequate. All flush buttons shall be recess mounted unless otherwise approved. Water pressure at mains is to be considered prior to decision on use of cisterns or flush valves.

All pipework must be designed by a suitably qualified person (services engineer or other) to achieve the necessary flow rate.

Pressures given are dynamic pressure (under flow) not static head:
Flow rate: 90L/min
Pressure: 150 – 500kPa (ideally 300-400kPa)

2.6.1 Mains Pressure/Potable Supply Flush Valve

![ZURN Model ZH 6152XL with ZA Access Panel](image)

ZURN Model ZH 6152XL with ZA Access Panel:
Available from Macdonald Industries.

Hydraulically mounted actuated WC flushing valve with an approved vacuum breaker allowing direct connection to potable water supply without any additional backflow prevention.

Note that pipework is critical to correct valve operation and must be completed by a suitable qualified person.

![ZURN Access Panel](image)

ZURN access Panels:
Available from Macdonald Industries.

Fabricated in 1.6mm type 304 stainless steel and are available:

- Blank - to suit valves where the button is remotely mounted from the valve
- With 38mm hole - to suite valves where the buttons are to be mounted on the panel
- To suit ZURN ES sensors
- To suit ZURN ESS sensors
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

2.6.2 Inwall Cistern
For use where mains pressure flush valves are not practical due to insufficient pipe sizing.

**WS300VP**

WISA Inwall Cistern Model 300VP and 300VPAP:
Available from Macdonald Industries.

The cistern is supplied with a robust stainless steel push button assembly which is screw fixed to the wall.

*Figure 33 Wisa Inwall Cistern*
2.7 TOILET ROLL HOLDERS

Figures 34 and 35 show two options for toilet roll holders. Toilet roll holder selection shall be confirmed by project manager as in many cases toilet roll holders are supplied by the LSP cleaning contractor as part of their paper supply contract.

If this is the case, consult with the cleaning contractor for the respective area and confirm type and installation date of rolls. Typically after practical completion when lock types have been finalised, but prior to being open to the public.

**Figure 34** ASI Stainless Steel Surface Mounted Toilet Paper Dispenser

**Figure 35** Bradley 5500 Toilet Paper Dispenser

- 0042 Stainless steel surface mounted toilet paper dispenser:
  Available from Macdonald Industries.

- Single Jumbo toilet roll holder:

  For correct mounting position refer section 1.3.

- Bradley 5500 Toilet roll holder:
  Available from Sopers Macindoe.
**2.8 GRAB BARS**

For correct mounting refer section 1.3 of this guide.

3707-M Disabled compliant Grab Bar:
Available from Macdonald Industries.

750 x 750 x 32 non slip type 304 stainless steel.

3701-12, 3701-18, 3701-24, Disabled compliant Straight Grab Bar:
Available from Macdonald Industries.

Non slip type 304 stainless steel.
AUCKLAND COUNCIL LOCAL AND SPORTS

Design Guidelines for Changing Rooms and Public Toilets.

2.9 SHOWERS

Figures 38 and 39 show accessible shower options. In most cases the shower in Figure 38 should be used and only in low risk locker rooms can the shower in figure 39 be used. The installation of inline isolators to each shower should be considered to allow them to be individually isolated for maintenance.

**DELABIE**

Delabie DE714700 Sporting Shower Panel:
Available from Macdonald Industries.

An anodised aluminium shower panel, surface mounted, with push button starter and vandal proof shower head.

Automatic shut-off delay 30 secs.

Note that in Rugby Changing Rooms it is recommended to have one shower higher than the others for tall players.

*Figure 38. Delabie Sporting Shower Panel*

**DELABIE**

Delabie DE790350 Tempomix Shower Panel with Slide Set:
Available from Macdonald Industries.

An anodised aluminium surface mounted shower panel with automatic shut-off mixer ‘tempomix shower control and flexible handset’.

Automatic shut-off delay 25 secs. Temperature selection by turning control knob.

*Figure 39. Delabie Tempomix Shower Panel*
2.10 CHANGING ROOM SPECIFIC ITEMS

2.10.1 Coat Hooks

Coat hook should be mounted above head height to prevent risk of accidental impalement. It is also important that they are not too sturdy and of a material that will bend if someone tries to hang themselves.

Windsor Brass 5250 coat hook:
Available from Sopers Macindoe.

Available in Brushed Nickel (BN) and Satin Anodised Aluminium.

Hooks should be installed on a rail. This is easier to repair than damaged concrete block / plasterwork if wrenched off wall.

2.10.2 Bench Seats

Timber slatted bench seats are to be wall mounted by way of Bowmac B165 standard galvanised steel brackets (or Pryda equivalent). Fixing one timber board on top of the bracket first, then running seat boards perpendicular makes fixing easier. Timber can be painted or left natural.
2.11 EXTERNAL SOLID DOORS

All external solid doors (including toilets, changing rooms, storeroom doors, service ducts etc) shall be Metalbilt pressed steel flush panel doors with steel frame.

- Frames to be fixed with Ramset 8mm Flat Head SS Post Screw Anchors (DF045SS)
- Frame Packers to be timber blocks cut to thickness
- Frame sealant to be used is Silaflex MS on Backing Rod
- Door, gate and frame finishes to be Resene Vinyl Etch Primer and Resene Uracryl 402 Semi-Gloss Spray Applied
- Door and gate hinges are to be 1 ½ Pr. Fixed Pin Stainless Steel Hinges
- For door hardware refer section 2.11.2

Doors are to open outwards (refer to Figure 2). The travel of the door is limited by the door closers (refer to door hardware section 2.12). Door stops should only be considered where there is a demonstrated need and they can be detailed without creating a trip hazard, refer figure 44. Bollards should be avoided. Colour of doors should contrast with walls to make these easily visible.

Installing a metal ‘wing’ as per ArchOffice design could be considered.

![Figure 43 External Doors as Installed](image)

![Figure 44 Correctly Installed Door Stop](image)
2.12 EXTERNAL DOOR HARDWARE

Door hardware shall be installed according to NZBC - D Access (refer Section 1.2.2 Accessibility):
Inside locking or; Lock door, close, automatically unlock.

Metalbilt install all hardware prior to delivery to site.

Service area doors:
Legge 990 D5 Mortice Deadlock with Legge 6008 SCP Cylinder Escutcheon.
2 No, MC20 Securcraft concealed door closer.

External toilet doors:
Legge 990 D5 Mortice Deadlock with Legge 6008 SCP Cylinder Escutcheon.
Legge 990 C33 / V25 Mortice Lock with anti lock out adaptor 3no key cylinder.
Legge 804 Indicating SCP Door Furniture.
Legge 854 Indicating SCP Door Furniture.
2No. MC20 Securcraft Concealed door closer.

![Diagram of external door hardware](image)

*Figure 45 External Metalbilt Solid Doors*

2.12.1 Door closer

Door closers should be extremely robust tamper proof and suitable for the environment.

1. Changing room doors to open inwards with hold-backs.
2. Public toilets doors open outwards.
3. Doors into changing rooms should not lock on closing.

![Diagram of interlock MC20](image)

*Figure 46 Interlock MC20 Concealed Door Closer*
2.12.2 Locks

**Figure 47 Legge 990 D5 SCP Mortice Lock**

Used at nighttime to lock toilets and on service doors with no public access.

**Figure 48 Legge 990 C33 SCP Mortice Lock**

Used in conjunction with Legge 804 and Legge 854.
2.12.3 Door handle / Indicator assembly

Legge 800 series door furniture:
Available from Allegion Hardware.

External plate 804IND.
Internal plate 854IND.

With ‘Alpha’ lever and satin chrome plate.
External plates with concealed fixings.

Specify whether door is left hand or right hand.

2.13 INTERNAL PARTITIONS

Internal doors shall include a lock mechanism with emergency release ability.

Hale Multipurpose or Hale Strabs partition system with proprietary indicator face plate, lock, concealed hinges and legs:
Available in a selection of colours.

Alternatively the Resco 7000 Series can be used.
2.14 GULLY TRAPS

Gully traps shall have a cast-iron grate as standard. The grate shall be secured to prevent vandalism and theft, but must be able to pop open to release debris in the event of a blockage, in order to prevent flooding of the toilet facilities. Figure 51 shows an installation of a non-compliant retrofitted Gully trap (grate is unable to pop open), with a suggested solution shown in Figure 52.

Gully trap: HYNDS GS150 – Gully surround: 150mm high (different models shall be selected to suit specific site requirements).

![Figure 51 Retrofit Gully Trap - Non compliant](image1)

![Figure 52 Example of an Acceptable Gully Trap Fixture](image2)

2.15 EXTERIOR MESH FOR PLANTING

SHOULD BE:

- Sized to minimise toeholds – 40mm spacing
- Hot dip galvanised
- Have no galvanised tags nor any after galvanising modifications
- On site welding or cold galv paint is not acceptable

![Figure 53 Example of Exterior Mesh Planting](image3)

![Figure 54 Example of Exterior Mesh Planting](image4)
2.16 SITE RESTORATION

Unless otherwise approved by the Engineer, sowing shall be restricted to the periods 1st March to 30th April and 1st September to 31st October.
Topsoil shall be first quality loam of good structure, free of weeds or weed seeds and stones, supplied and spread to provide a compacted depth of between 100-150mm.

Grass Seed:
Over the whole of the topsoil areas, grass shall be established by trimming, rolling and sowing in suitable weather conditions in accordance with established lawn practice and the following details:
Seed for over sowing shall be Duet rye grass.

Fertiliser:
Lawn Fertiliser shall be incorporated into the seed bed in accordance with manufacturer’s specifications.
A mixture of three parts of sulphate of ammonia to one part of super phosphate fertiliser shall be applied at the rate of 1kg to 15 square metres.

Sowing:
The topsoil shall be rotary hoed to a uniform fine tilth and a seed bed formed by lightly raking to present an even surface. The Contractor’s rates shall allow for the removal of all stones from the prepared surface. Grooves left by the rake should be no more than 10mm. The seed shall be cross-sown at a rate of 1kg per 60 square metres in areas where seed bed is bare. The seed shall be lightly covered with topsoil fines by lightly raking.

Following Sowing:
Apply 2 to 3cm of water within half an hour of installation. Water daily (weather dependent), keeping turf moist until firmly rooted. Less frequent but deeper watering is required once grass is firmly rooted.
Fertilise lawn 3 weeks after germination using Ammonium Sulphate, at a rate of 10 gm/m², follow suppliers instructions carefully.
The Contractor is responsible for the first mow of any refurbished area. Avoid scalping or removing more than 1/3 of the top growth at any one time. The grass shall be mowed within three weeks of the grass appearing or when it achieves a height of approximately 50mm.

Practical Completion of Lawn Areas:
The grassing shall be considered to be successful if on any area there is a strike of no less than 90 percent weed free grass seed. If this strike is not obtained, the Contractor shall supply and sow additional seed until a 90 percent strike has been obtained.
Auckland Transport Monthly Update - July 2019

File No.: CP2019/02234

Te take mō te pūrongo
Purpose of the report
1. To receive the July 2019 Auckland Transport monthly update.

Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:

a) receive the Auckland Transport July 2019 monthly update report and thank Marilyn Nichols for her presentation and attendance

b) agree to the following prioritised list of projects (in order of preference) to utilise the Community Service Fund allocated to the Devonport-Takapuna Local Board area:
   i) CSFD 1.2 Sunnynook Bus Station Mid-block crossing.
   ii) CSFD 1.10 Improved Pedestrian crossing at 113 Bayswater Road.
   iii) CSFD 1.5 Pedestrian Crossing, East Coast Road between William Souter Street and Forrest Hill roundabout.
   iv) CSFD 1.11 School Safety around Campbells Bay Primary School

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
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<td>A‡</td>
<td>Auckland Transport July Report 2019</td>
<td>67</td>
</tr>
<tr>
<td>B‡</td>
<td>Auckland Transport Community Safety Fund Report</td>
<td>77</td>
</tr>
<tr>
<td>C‡</td>
<td>Auckland Transport Community Safety Fund - Attachment A</td>
<td>81</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rhiannon Foulstone-Guinness - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Auckland Transport July 2019, update to the Devonport-Takapuna Local Board

File No.: <<leave blank – Infocouncil will insert this when the report is saved in HPRM>>

Te take mō te pūrongo
Purpose of the report
1. To provide an update to the Devonport-Takapuna Local Board on transport related matters in their area.

Whakarāpopototanga matua
Executive summary
2. This report updates the local board on activities and issues in the Devonport-Takapuna Local Board area, which have been raised by members and responded to in June 2019.
3. It includes local matters of interest and summarises the May 2019 carried decisions of Auckland Transport’s Traffic Control Committee (TCC).

Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:
   a) receive the Auckland Transport July 2019 update to the Devonport-Takapuna Local Board.

Horopaki
Context
4. This report addresses transport related matters in the Devonport-Takapuna Local Board area.
5. Auckland Transport (AT) is responsible for all of Auckland’s transport services (excluding state highways) and reports on a monthly basis to local boards, as set out in the Local Board Engagement Plan. This monthly reporting commitment acknowledges the important engagement role local boards play within and on behalf of their local communities.

Tātaritanga me ngā tohutohu
Analysis and advice
Local Board Transport Capital Fund (LBTCF)
6. Within Auckland Transport’s capital programme, $10 million (plus inflation adjustments) per annum is ring fenced for local board transport infrastructure priorities that are local in nature. The fund is split between local boards on the basis of population, except for Waiheke and Great Barrier.
7. On 8 May 2014, the Budget Committee resolved to recommend that Auckland Transport (AT) be requested to enable the Local Board Transport Capital Fund (LBTCF) to be allocated outside the transport corridor where there is clear benefit in terms of supporting alternative means of transport including walking and cycling.
8. Auckland Transport retains responsibility for this budget and also needs to approve of any project proposed.
9. Local boards can use this fund to deliver projects that they consider are important in their areas, but are not otherwise part of Auckland Transport’s work programme.

10. The Devonport-Takapuna Local Board has fully allocated its Local Board Transport Capital Fund budget. Workshops will be arranged with the local Board as the projects progress.

**State Highway 1 Bus Priority Project**

11. Late in 2018, the NZ Transport Agency (in partnership with AT) implemented bus priority measures on SH1 between the Auckland Harbour Bridge and the Esmonde Road off-ramp.

12. The project entailed the installation of short sections of new bus only lanes, thereby improving the continuity of the existing bus shoulder lane infrastructure. Buses can now easily bypass queues at/or in the vicinity of the Onewa Road and Esmonde Road off-ramps respectively.

*Figure 1: NX1 / NX2 buses can now continue straight into the bus only lane from the Onewa Road off-ramp lane*

*Figure 2: The bus only lane has been extended further into the Onewa Road on-ramp lane making the merge into general traffic much easier*

*Figure 3: Short section of bus only lane / queue jump in advance of the Esmonde Road off ramp traffic lights enabling buses a free run to the front of the queue where they turn right towards Akoranga Bus Station.*

13. AT subsequently tracked the operational performance of the bus services on SH1, looking at journey time and reliability since these changes were implemented.

14. The bus performance during the week 11-15 February 2019 was compared with the same week in the previous year and the results were as follows:

   - 2019 with bus shoulder lanes: average to worse travel times were 9-14 minutes.
2018 last year without shoulder lanes: average to worse travel times 10-17 minutes.
1 minute benefit on average travel time. 3 minute reduction on worse travel time.

Enabling Works Underway for Downtown Ferry Terminal Redevelopment (DTFR)

15. The end of June saw the installation of the navigational buoys within the Downtown Ferry Basin in preparation for the commencement of works along the western side of Queens Wharf.

16. These buoys demarcate the operational area from the future construction zone for the new DFTR berths, which are due to be completed by winter 2020.
## Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views

17. The impact of information (or decisions) in this report is/are confined to Auckland Transport and do/does not impact on other parts of the Auckland Council group.

## Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe Local impacts and local board views

18. The proposed decision of receiving the AT monthly report has no local, sub-regional or regional impacts.

19. The table below summarises issues raised by Devonport-Takapuna Local Board members and responded to in June 2019:

<table>
<thead>
<tr>
<th>Issue Name</th>
<th>Details Raised by Board Member</th>
<th>Response Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Puriri Street -</td>
<td>A request was made for mobility parking and residents parking permits in the street.</td>
<td>14 June 2019. CAS-1056829. In 2018 Auckland Transport (AT) carried out a public consultation in Puriri Street. Including residents of the retirement villages, this parking review also covered Dominion Street, Karaka Street. AT aimed to achieve a good balance between short and long-term parking. As a result of this review, AT introduced P120 time restricted parking in a parking bay located right outside the retirement village, as well as in different sections of the above-mentioned streets. AT believes that the changes have had a great impact in the area, resulting in a reduction of vehicles and an improvement in parking availability. AT policy is to engage with the community to gain understanding of different local circumstances. As part of this public consultation, residents were informed that AT no longer uses permits for individual streets such as Puriri Street, this practice was ceased back in 2017. Instead, according to our Parking Strategy, AT has a zone approach which covers a wider geographic area. Unfortunately, Puriri Street, Karaka Street and Dominion Street do not meet the requirements for a Residential Parking Scheme. On-Street parking is a valuable public asset, and we are therefore unable to make any changes solely to meet the needs of an individual, business or organisation. Careful consideration is required when looking at amendments to the parking layout in any given location to ensure that the varied needs of the wider community are met. In regards to proposed on-street mobility parking outside the retirement village, AT would be unable to justify the installation. It is not consistent with our policy regarding the supply of mobility parking provision throughout the region. As a general rule, mobility parking is not considered in residential streets. We do appreciate the situation in this area, but the ideal outcome would be to have some form of mobility parking provided on site.</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
<td>Details</td>
</tr>
<tr>
<td>------</td>
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<td>---------</td>
</tr>
<tr>
<td>2</td>
<td>Huron Street Bus Layover</td>
<td>A request was made to have the bus layover space from Huron Street moved permanently to the temporary bus layover in Northcroft Street. 15 June 2019. CAS-1052925. AT advise that the move of the layover area to Northcroft Street is temporary while Panuku Development construct a car park on Huron Street. Once this is complete the layover will move back to Huron Street. AT are not in a position to permanently move the location of the layover due to a new legislative requirement to provide bus drivers with an appropriate place to park buses and comply with the Employment Relations Act Amendments (ERAA) - Rest and Meal Breaks Rule from 6 May 2019. A legal layover area is required for bus drivers to take a break between their run and for drivers to leave the main stops on Lake Road. Further to this, we have received feedback from residents on Northcroft Street who have requested the removal of the layover from the street.</td>
</tr>
<tr>
<td>3</td>
<td>Walking School Buses in Devonport area</td>
<td>A Local Board member raised concerns about the small number of Walking School buses in the Devonport area. Particularly Devonport School, Stanley Bay School and Vauxhall School. 4 June 2019. CAS-1061750. At the three Devonport schools mentioned, there is currently one Walking School Bus route. Auckland Transport staff have continued to promote this avenue at these schools, with the hopes to establish additional bus routes. Walking School Buses are run by parent volunteers within the school community, so even if Auckland Transport and the school can identify a route that could work, the key ingredient is a parent coordinator who can volunteer the time and get other parents on board. Community Transport staff have offered support to these three schools to assist them by working with parent groups to establish a new group of volunteers. At this time, two of these schools have declined the invitation, and the other school is currently working on promoting it with their community. Our staff are always open to any school who would like to try establish a new route. The Walking School Bus is a programme which aims to provide supervised walks to and from school, and the target audience tends to be 5-8 year old students. You noted that there are a large number of students who walk to school – which is great. As children get older they tend to graduate off the Walking School Bus Programme to walk independently or with friends. The Travelwise programme works to promote all kinds of active journeys, including independent walking, cycling, scooting, or catching public transport. Additional to this, school community police officers work within the schools with the junior class levels, to teach them road safety education in their programme “Stepping Out.”</td>
</tr>
<tr>
<td>4</td>
<td>Public Transport Bus Services to Newmarket from Devonport</td>
<td>The Local Board Chair advised the Bus route from Devonport Peninsula to Newmarket should be promoted. 10 June 2019. CAS-1072024. In regards to promoting bus services as an alternative to ferry option. AT have not promoted this specific route. Most people tend to plan their journeys based on time. The ferry and then the train option to Newmarket is quicker (but costs more). Promoting every individual route (given that AT have such a large network) is not an efficient way to advertise with the limited funding available. The production costs for campaigns are high - leaving less money to spend on the advertising media to promote them.</td>
</tr>
</tbody>
</table>
### Attachment A

<table>
<thead>
<tr>
<th>Item 12</th>
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<tbody>
<tr>
<td>5</td>
<td>Bus Timing with Ferries</td>
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</table>

A Local Board member asked if the bus routes were to meet ferries or just go to Devonport. What was the new RLTP Policy on this and if integrated fares were still to be implemented.

16 June 2019. CAS-1060638. AT can advise that route 814 which runs between Devonport wharf and Akoranga Station via Takapuna is the primary ferry feeder service for Devonport. When the New Network for North was introduced in September 2018, route 814 was timetabled to meet all scheduled ferry sailings between Devonport and Downtown Auckland. This was an improvement service as prior to this not all ferry services, particularly after 8:00pm, had connecting buses.

Prior to the implementation of the New Network for North Shore in September 2018, there was a route 779 which covered what is now routes 806 and 807. The only difference between the old 779 and the new 806/807 is that the loop around Cheltenham was done in the opposite direction.

The old 779 used to only operate in the morning and afternoon peak, however it was decided to operate the 806/807 right through the day, 7 days a week. This had previously run as an all-day service; however, this was discontinued approximately 10 years ago due to low patronage other than at peak times. This was reinstated as an all-day service despite not being considered feasible in the past. This was due to feedback that parking in Devonport Village was scarcer than when the service had previously operated and that more local service was required.

These routes weren't designed to meet with all ferry sailings in the same way as the route 814. There are restrictions on operating this service constrained by the runtime and operating both routes with a single vehicle. To try and meet ferry sailings through the day for both routes would require an additional vehicle. As noted, these routes have low patronage, they would not justify the additional expense and it is unlikely such a change would see sufficient uplift in patronage to justify this.
To improve the bus-ferry connections there were adjustments made to this timetable in December to try and better meet the ferry. Unfortunately, given the constraints above, this isn’t always possible. To start this trip later, or even to have the driver wait for too long, would mean the return trip on route 806, where passengers can generally get onto the ferry, would almost certainly then miss their sailing. However, we have reminded NZ Bus that they can leave up to 5 minutes late to meet Ferries if the ferry is late to dock.

Some passengers for the route 807 heading towards Cheltenham Shops do have the option of catching route 814 which goes through there and as noted above, is scheduled to meet all timetabled ferry services from Downtown Auckland.

Regarding reference to the Regional Public Transport Plan (RPTP), it is specified in there that the 814 is designed to meet the ferries, as is the 801 at Bayswater, routes 806 and 807 do not have any reference to ferry connections.

In relation to ferry fares, we can advise that a Ferry Fares Integration project has recently started to investigate ways to facilitate better integration of ferry fares into the Simpler Fares zonal structure, which will enable penalty-free transfers onto the wider public transport network.

Devonport ferry services are currently being scoped as a part of the project, including Waiheke ferry services being negotiated to be in the scope of the project. The Waiheke ferry services are classified as ‘exempt services’ (exempt public transport services) under the Land Transport Management Act 2003 (the piece of legislation that determines how public transport is regulated in New Zealand) and are operated commercially by Fullers. This means that AT have limited ability to regulate these services.

At this stage, we cannot provide a definitive timeframe with regards to the implementation of ferry fare integration, as this is subject to the development requirements of the ticketing system. However, we expect this will be delivered within the next 12 months.
<table>
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<tr>
<th></th>
<th>Alma Road - Pedestrian Safety</th>
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<tr>
<td>4</td>
<td>A resident raised concerns with a Local Board member about pedestrian’s difficulty in crossing Alma Road and that parked cars caused congestion. Especially between numbers 8 and 18 where there was no footpath.</td>
</tr>
</tbody>
</table>

20 June 2019. CAS-1010535. Encouraging more people to walk is a key part of our transport strategy. Auckland Transport supports walking and invests in footpaths as part of making Auckland a desirable place to live. We receive many requests for new footpaths and need to invest where there are greatest benefits for the community in terms of increasing walking uptake and improving pedestrian safety.

Our focus is on constructing footpaths that improve safety near busy roads and ones that connect to key local facilities such as schools, transport hubs and town centres. We also want to complete important missing links between other footpaths to complete local networks.

Given budget constraints, we also need to prioritise our investment. The total cost of a project and the number of prospective users is a key consideration on whether a project goes forward. This request is not on an Auckland Transport programme for progressing in 2018/2019, and so it has been added to the New Footpath Candidate List. New requests on this list are reviewed and scored twice a year, at which time they move to the Master prioritised list. Those on the Master list with the highest scores go forward for investigation, design, consultation and eventual construction.

A review of outstanding footpath requests was recently undertaken. The first priority for funding will be progressing projects into construction that are already designed and consented. After that, we will consider progressing new projects taken from the Candidate List that score highest in a prioritisation assessment. There are about 600 outstanding requests on the prioritised list, and Auckland Transport can only fund the top few percent of these each year through the footpaths programme. If your request scores too low, it will remain on the list each year until it scores high enough for funding.

An engineer has been out in response to this request for a new crossing point at 1/20 Alma Road. It is acknowledged that some form of crossing here would benefit pedestrians as the footpath terminates on the southern side just before the bridge travelling east bound.

However, this project would need to be added to our Minor Improvements Programme and be prioritised against other projects in the region. As a result, it is highly unlikely that this proposal will be prioritised given the lack of crash history at this location (there have been no reported pedestrian related crashes in the last five years).

Furthermore, it is not recommended that any parking on this street is removed given the high parking demand in this area and the fact that these vehicles parked on either side of the road create a narrowing effect which encourages slower speeds through the street.

Our maintenance team visited the site on 28 March and reported no vegetation issues at that time, though if further issues have eventuated this would need to be referred to Auckland Council.
|   | Increased Bus Services | 13 June 2019. CAS-1035019. The changes suggested would require additional budget and, being at peak, would almost certainly require additional vehicles. AT have competing demands from across Auckland for additional services and these have to be prioritised across the region. Given limited resources, priority is given to those where there are known capacity issues, such as the recent introduction of larger buses on the routes 923 and 924. In addition, we look at the strategic fit; specifically, this relates to whether we are meeting the specified level of service outlined in the Regional Public Transport Plan (RPTP). AT is constantly reviewing the patronage on all services and, resources permitting, increasing services as appropriate to try and meet demand. The services referred to have not been flagged as requiring additional capacity. Based on this request AT have had another look at patronage on these routes but have seen nothing of immediate concern. It may be that in some of these cases the buses are very full on isolated occasions, however overall usage does not warrant additional service at this stage. Route 814: This service is currently timetabled to meet all scheduled ferry services between Downton and Devonport. If the ferry is late to arrive at Devonport, the bus can wait for up to 4 minutes and 59 seconds before it is considered officially late. This means that if someone misses the bus because they were on a late-arriving ferry, they should have a maximum wait of 10 minutes for the next bus. If the bus runs every 10 minutes, there would be a mismatch with the ferries, which would still run every 15 minutes, resulting in varying transfer times for passengers. Our School Bus Planner has been working with schools in this area as there is some misunderstanding of routes resulting in full buses followed by near empty buses on the same or similar route. We hope this will be resolved through increased communication. Route 917: This has been checked with no capacity concerns being identified. Given the nature of this service, serving a number of schools and Massey University, it is likely to have varying passenger numbers across the day, but, overall, the patronage data shows no need for additional service. This route has been identified in the RPTP to become more frequent post 2021. Route 871: This route has also been checked for capacity and no urgent issues have been identified. Although in some cases there may be a number of school students using this service, this is deliberate. Prior to the introduction of the New Network, we had a number of public routes where school students were using these buses in preference to their school buses. This then resulted in public buses being full and leaving passengers behind while school buses were running empty. Therefore, it was decided to discontinue a small number of school buses and instead have the 871 running every 10
Traffic Control Committee (TCC) report items - April 2019

20. The table below summarises the carried decision of the traffic control committee in May 2019 that was within the Devonport-Takapuna Local Board area.

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Street Name</th>
<th>Suburb</th>
<th>Type of Report</th>
<th>Resolution ID</th>
<th>Nature of Restriction</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Ander Place</td>
<td>Takapuna</td>
<td>Permanent Traffic and Parking changes</td>
<td>15729</td>
<td>No Stopping At All Times, Angle Parking, P180 Parking</td>
</tr>
<tr>
<td>7</td>
<td>Matai Road</td>
<td>Devonport</td>
<td>Permanent Traffic and Parking changes</td>
<td>15683</td>
<td>No Stopping At All Times</td>
</tr>
</tbody>
</table>

Tauākī whakaaweawe Māori
Māori Impact statement

21. The proposed decision of receiving the monthly report has no impacts or opportunities for Māori. Any engagement with Māori, or consideration of impacts and opportunities, will be carried out on an individual project basis.

Ngā ritenga ā-pūtea
Financial implications

22. The proposed decision of receiving the monthly report has no financial implications.

Ngā raru tūpono me ngā whakamarutanga
Risks and mitigations

23. Auckland Transport will put risk management strategies in place on a project by project basis.

Ngā koringa ā-muri
Next steps

24. Auckland Transport will provide another update report to the local board next month.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Marilyn Nicholls, Elected Member Relationship Manager, Auckland Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Anyon, Manager Elected Member Relationship Unit, Auckland Transport</td>
</tr>
</tbody>
</table>
Allocation of Devonport Takapuna Local Board Community Safety Fund

File No.: <leave blank – Infocouncil will insert this when the report is saved in HPRM>

Te take mō te pūrongo
Purpose of the report
1. The purpose this report is for the local board to allocate its share of the Community Safety Fund to road safety projects in the area, and to indicate its prioritised list of projects to fully utilise the Devonport-Takapuna Local Board’s allocation of the fund.

Whakarāpopotanga matua
Executive summary
2. The local board has put forward a number of potential projects that were assessed, scoped and an estimated cost developed. The scoped and costed list of projects were workshopped with the local board on 2 July 2019 and an indicative prioritised list developed.

Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:
a) endorse the following prioritised list of projects (in order of preference) to utilise the Community Safety Fund allocated to the Devonport-Takapuna Local Board area:
   i) CSFD 1.2 Sunnynook Bus Station Mid-block crossing;
   ii) CSFD 1.10 Improved Pedestrian crossing at 113 Baysater Road;
   iii) CSFD 1.5 Pedestrian Crossing, East Coast Road between William Souter Street and Forrest Hill roundabout; and
   iv) CSFD 1.11 School Safety around Campbells Bay Primary School.

Horopaki
Context
3. The 2018 Regional Land Transport Plan allocated $20 million for the 2019/2020 and 2020/2021 financial years for local initiatives in road safety ($5 million in 2019/2020 and $15 million in 2020/2021). In order to promote safety at the local community level, the Community Safety Fund (CSF) has been apportioned to each local board area based on a formula that focuses on the numbers of deaths and serious injuries (DSI) in that area.

4. The objective of the CSF is to accelerate local community initiated safety projects, around identified high-risk locations and local schools. Local boards were invited to submit proposals for projects addressing safety issues their communities have identified, and local boards have also worked with Auckland Transport’s Community Transport Team to identify projects using the new toolbox developed for the Safe School Streets pilot.

5. The Devonport-Takapuna Local Board share of the Community Safety Fund (CSF) is $677,978 over the two financial years.

6. Criteria for the fund includes physical measures raised by the local community to prevent, control or mitigate identified local road and street safety hazards that expose people using any form of road and street transport to demonstratable hazards which may result in death or serious harm. Individual project cost is to be no greater than $1 million. Projects must

<Enter the title here>
consist of best practice components, conform to AT standards and comply with New Zealand law.

7. The fund does not cover the following:
   - Projects that are funded by existing AT road safety or other capital works programmes including, but not limited to, setting speed limits, seal extensions, maintenance, renewals and planned footpath upgrades (but can be used to augment these projects).
   - Projects not within the street corridor, including parks, rail corridor, beaches and property not owned or controlled by AT.
   - Projects that have unacceptable effects on network efficiency or introduce unacceptable secondary hazards or effects.
   - Projects with an unacceptably high maintenance cost.
   - Projects that clash with other planned public projects.
   - Complex projects that may take more than 2 years to deliver, including but not limited to projects requiring significant engineered structures, complex resource consents and complex traffic modelling.
   - Projects containing unconventional or unproven components including new trials or pilot projects.
   - Projects or components of projects that have no demonstratable safety benefit unless they are integral with a safety project.

8. The Devonport-Takapuna Local Board developed a list of projects over workshop sessions.

Tātaritanga me ngā tohutohu
Analysis and advice

9. The list of projects put forward for assessment and costing by the local board is attached to this report at Attachment A.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views

10. The impact of information (or decisions) in this report is/are confined to AT and do/does not impact on other parts of the Auckland Council group.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views

11. The projects allocated funding in this report will improve the road safety environment in the communities within the Devonport-Takapuna Local Board area.

Tauākī whakaaweawe Māori
Māori Impact statement

12. The proposed decisions contained within this report have no impacts or opportunities for Māori. Any engagement with Māori, or consideration of impacts and opportunities, will be carried out on an individual project basis.

Ngā ritenga ā-pūtea
Financial Implications

13. In the event that the local board endorses the recommendations contained within this report, the entirety of the Community Safety Fund will be allocated.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
14. There are no risks associated with the decisions being sought via this report.

Ngā koringa ā-muri
Next steps
15. Design and construction of approved list of projects.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Community Safety Fund Projects</td>
<td>Insert in agenda</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Marilyn Nicholls, Elected Member Relationship Manager, Auckland Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Aroyo, Manager Elected Member Relationship Unit, Auckland Transport</td>
</tr>
</tbody>
</table>

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## Attachment A – Community Safety Project Proposals – Devonport Takapuna Local Board July 2019

<table>
<thead>
<tr>
<th>Attachment C</th>
<th>Item 12</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Description</th>
<th>Status</th>
<th>Comment</th>
<th>Budget</th>
<th>Proposal ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Sumpwok Bus Stop to Sumpwok Road</td>
<td>Install safe pedestrian facilities across West Coast Road</td>
<td>Pass with conditions</td>
<td>Routine – detail design required</td>
<td>$300,000</td>
<td>CSFD 1.2</td>
</tr>
<tr>
<td>1.2 Sumpwok Bus Stop</td>
<td>Install safe pedestrian facilities across Sumpwok Road to the Bus Station</td>
<td>Pass</td>
<td>Routine – detail design required</td>
<td>$300,000</td>
<td>CSFD 1.5</td>
</tr>
<tr>
<td>1.3 Pedestrian Crossing – East Coast Road</td>
<td>Install safe pedestrian facilities across East Coast Road</td>
<td>Pass</td>
<td>Routine – detail design required</td>
<td>$300,000</td>
<td>CSFD 1.10</td>
</tr>
<tr>
<td>1.4 Pedestrian Crossing at 113 Bayswater Road</td>
<td>Provide a safer crossing facility for pedestrians on current green route</td>
<td>Pass</td>
<td>Routine – detail design required</td>
<td>$280,000</td>
<td>CSFD 1.11</td>
</tr>
<tr>
<td>1.5 Pedestrian Crossing at Campbell Bay School Safety</td>
<td>Safety improvements in the streets around the School</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Cars vs pedestrians during school pick up and drop off. Campbell Bay Primary have an
Raise zebra crossing outside school
The projects below failed to be eligible for the Community Safety Fund due to cost, inclusion in other AT work programmes and/or complexity.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Description</th>
<th>Status</th>
<th>Comment</th>
<th>Budget</th>
<th>ID</th>
<th>Reason</th>
</tr>
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<tbody>
<tr>
<td>Pedestrian Crossing – Sunnymook Road near Morton Ave Intersection</td>
<td>Raised Pedestrian crossing</td>
<td>Fail</td>
<td>Routine – detail design required</td>
<td>$260,000</td>
<td>CSFD 1.6</td>
<td>A raised zebra crossing is been investigated at this location for delivery through a different programme.</td>
</tr>
<tr>
<td>Intersection of Commodore Parry and Beach Road</td>
<td>Pedestrian Safety</td>
<td>Fail</td>
<td>Routine – detail design required</td>
<td>CSFD 1.12</td>
<td></td>
<td>A raised zebra crossing is planned for construction on Inga Road near the intersection with Commodore Parry Road in the 2019/2020 financial year through a different programme.</td>
</tr>
<tr>
<td>Anzac Street Safety Investigation</td>
<td>Follow on from Tahatoto Road CMP Safety</td>
<td>Fail</td>
<td>Complex – Investigation and Design</td>
<td>CSFD 1.3</td>
<td></td>
<td>An extensive route study will need to be conducted on Anzac Street which requires more time and budget.</td>
</tr>
<tr>
<td>Pedestrian Crossing in Forrest Hill Road near Blakeborough Road intersection</td>
<td></td>
<td>Fail</td>
<td>Complex – Investigation and Design</td>
<td></td>
<td>CSFD 1.4</td>
<td>Forrest Hill Road is a multi-lane road, and hence, a signalised crossing would be the preferred crossing type at this location. Further investigation and a bigger budget is needed. A signalised pedestrian crossing is planned for construction in the 2019/2020 financial year on Forrest Hill Road outside the Greville Reserve, which is approximately 300m from the intersection with Blakeborough Road.</td>
</tr>
<tr>
<td>Pedestrian Crossing East Coast Road near Kowhai Intersection</td>
<td></td>
<td></td>
<td>Complex – Investigation and Design</td>
<td></td>
<td></td>
<td>The Kowhai Road / East Coast Road intersection is very wide. Extensive construction work is needed to tighten the intersection to slow down turning vehicle speeds and to reduce the crossing distance. A complex design and a bigger budget needed.</td>
</tr>
<tr>
<td>Realigning</td>
<td></td>
<td></td>
<td></td>
<td>CSFD</td>
<td></td>
<td>This zebra crossing will be upgraded as part of...</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
<td>Reference</td>
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<tr>
<td>1.7</td>
<td>the Devonport Town Centre Speed Management project. It is currently in the investigation stage.</td>
<td>CSFD 1.8</td>
<td></td>
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<tr>
<td>1.8</td>
<td>Met Local Board member Mike Sheehy on site to discuss the speeding related issues at the corner outside #110. Installed RRPMs along the edge line and repainted the “SLOW” road markings on the approaches to the corner. Currently, investigating upgrades to the chevron signs.</td>
<td>CSFD 1.9</td>
<td></td>
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<tr>
<td>1.9</td>
<td>This is related to lighting within the bus station. Not something Traffic Engineering would be investigating.</td>
<td>CSFD 1.13</td>
<td></td>
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<tr>
<td>1.13</td>
<td>This has been previously investigated by TE and did not appear to have significant safety benefits. However, if the board wish to pursue this over other projects in the LBCSF we can develop a proposal.</td>
<td>CSFD</td>
<td></td>
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</table>
Memorial park bench application at Lansdowne Reserve, Bayswater

File No.: CP2019/13049

Te take mō te pūrongo
Purpose of the report

1. To consider a land owner consent application for a memorial park bench at Lansdowne Reserve, Bayswater.

Whakarāpopototanga matua
Executive summary

2. Auckland Council’s Parks and Places team has received an application from Mr. Gerald Sheehy for a new memorial park bench and plaque to be installed at Lansdowne Reserve, Bayswater. The new bench and plaque will commemorate Mr. Jack Sheehy and Mrs. Betty Sheehy and their association with the Bayswater community.

3. Mr. and Mrs. Sheehy were long time Lansdowne Street residents for 70 years. Both were involved in the Bayswater community during this period. Some of their achievements included:
   - being life-long members of Saint Leo’s on Bayswater Avenue;
   - being members of the Takapuna Boating Club where Mr. Sheehy taught night classes to build P Class yachts;
   - Mr. Sheehy was also involved in the working bees to dig drainage trenches at the rugby league club which is now known as Bayswater Park; and
   - their four children all continue to live in Bayswater.

4. The proposed location of the bench is at Lansdowne Reserve, on the grassed area near the playground. Refer to Attachment C for the proposed location of the park bench.

5. The application has been assessed in accordance with the council’s Plaques and Memorials on Parks Interim Guidelines criteria. Staff advise that, based on the information available, the application does not meet the generic protocols for plaques and memorials, in particular the ‘an important historical figure or important person associated with the area’ clause of the guidelines.

6. Staff advise that while there is merit in the application, the Parks and Places Specialist does not support the installation of a memorial park bench at Lansdowne Reserve as per the details, contained within Attachments A and B. The commemorating of Mr. and Mrs. Sheehy, while both community members, do not seem to extensively be associated with the park.

7. There are no foreseen issues with implementation. The applicant has confirmed they will pay for the seat, plaque and installation of the new bench in the event that the local board provides requisite land owner consent.

8. Council’s maintenance programme will fund ongoing maintenance costs of the asset.

9. Staff recommend that the local board do not grant land owner consent to replace the existing asset with a new park bench to commemorate Mr and Mrs. Sheehy.

10. Please refer to Attachments A through C for all supporting documentation relating to the land owner consent application.
Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:

a) decline land owner consent for a proposed new memorial park bench at Lansdowne Reserve, Bayswater, to commemorate Mr. Jack Sheehy and Mrs. Betty Sheehy and their association with the Bayswater community.

Ngā tāpirihanga
Attachments

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<td>Map - Park bench application at Lansdowne Reserve, Bayswater</td>
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Ngā kaihaina
Signatories

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<thead>
<tr>
<th>Author</th>
<th>Tristan Coulson - Senior Local Board Advisor Devonport-Takapuna</th>
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<tbody>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
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</table>
Memorandum

To: Devonport-Takapuna Local Board

From: George McMahon - Parks and Places Specialist

Date: Monday, 1st July 2019

Subject: Mr Jack Sheehy and Mrs Betty Sheehy, memorial seat to be installed at Lansdowne Reserve, Bayswater

1. Introduction

The purpose of this memorandum is to determine whether the Devonport-Takapuna Local Board support Auckland Council staff exercising their delegation to decline an application for a donated park bench with plaque to be installed at Lansdowne Reserve.

2. Detail

In accordance with the "Plaques and Memorials on Parks Interim Guidelines", an application form (attachment A) from Gerald Sheehy (Son) has been received to provide for a donation of a park bench, at Lansdowne Reserve.

Attachment B to this memorandum is a map showing the proposed location on the ground.

To determine appropriateness of memorials, an assessment of the application is undertaken in accordance with the plaques and memorials guidelines. The key generic protocols and assessment criteria for assessing an application is as follows:

Where there is no policy (i.e. identified in Reserve Management Plan), plaques and memorial structures will only be approved in recognition of:

i) An important historical figure or important person associated with the park or locality;

ii) An important cultural location;

iii) An organisation or community group involved in the development of the area; or

iv) A significant event e.g. events of civic (national or local) nature.

3. General

The application has been assessed in accordance with the policy; the information available suggests the application does not meet the generic protocols for plaques and memorials.

An important historical figure or important person associated with the area

An example of this could be Fred Andersen Reserve – Where Fred Andersen gifted land to the local council some 80 years ago to create a reserve, or an important person associated with the park or locality (This is generally accepted as more than simply living in area or nearby to the park, this is where the person has made a significant contribution to either the park or the area, again this needs to be more than a resident or layperson. An example of this could be a member of the public who helped maintain the park or organised volunteers or established a key activity or
fought to save the park - again this highlights the importance of the person or significance of their actions)

4. Implementation Issues

There are no foreseen issues with implementation. The applicant has confirmed they will pay for the seat, plaque and installation.

Auckland Council contractors are responsible for installing and maintain park furniture. The applicant will be responsible for the replacement of the plaque if it is stolen or vandalised.

5. Comments

Jack and Betty Sheehy were long time Lansdowne Street residents for 70 years. Both were involved in the Bayswater community during this time. Lifelong members of Saint Leo's on Bayswater Avenue. Members of the Takapuna Boating Club where Jack Sheehy taught night classes to build P Class yachts. He was also involved in the working bees to dig drainage trenches at the rugby league club which is now known as Bayswater Park. Their four children all continue to live in Bayswater.

While there is merit in the application the Parks and Places Specialist does not support the installation of a memorial park bench at Lansdowne Reserve as per the details, contained within attachment A and B. The commemorating of Jack and Betty Sheehy while both community members do not seem to extensively be associated with the park.

6. Recommendation

That the Devonport- Takapuna Local Board, support the Manager Land Advisory Services, Stakeholder and Land Advisory, Community Facilities, exercising their delegation to decline the landowner approval to the applicant.

7. Attachments

Attachment A – Application Form
Attachment B – Proposed Location of Park Memorial Seat
Local and Sports Parks Plaques and Memorials Application

form

Date: 8-5-19

Applicant: SHEEHY FAMILY (GERALD SHEEHY)

Position title: ____________________________

Contact number: 021 951 721

Email address: GERALD@HOMEFARM.CO.NZ

Commemorating: JACK AND BETTY SHEEHY

Person/group or event: LANSDOWNE STREET RESIDENTS (75 YEARS)

Reason: WELL KNOWN IN THE COMMUNITY. THEIR 4 CHILDREN ALL LIVE IN BAYSWATER

Plaque □ Text: ____________________________

Memorial □ Type: ____________________________

Furniture ✔ Description: SEAT ON LANSDOWNE STREET RESERVE ON CONCRETE PAD TO LEFT OF SWING AND SLIDE THAT PREVIOUSLY HELD A PICNIC TABLE
Memorial park bench application at Lansdowne Reserve, Bayswater

Attachment B

Item 13

Tree ☐
Species: _______________________

Ceremony ☐

Preferred location: Lansdowne St, Bayswater Reserve.

NB: Photo must be attached.

NB: All applications must be in accordance with the policies set out in the Auckland Council Parks, Sport and Recreation Plaques and Memorials on Parks Interim Guidelines 2011.
Next to playground
Memorial park bench application at Lansdowne Reserve, Bayswater
Te take mō te pūrongo

Purpose of the report
1. To seek local board feedback on the draft Pathways to Preparedness: A Planning Framework for Recovery.

Whakarāpopototanga matua

Executive summary
2. The draft Pathways to Preparedness: A Planning Framework for Recovery has been developed to ensure Auckland is better prepared to recover from a disaster.
3. The planning framework sets out in the document:
   • identifies community values and priorities
   • sets a vision for recovery
   • focuses on the consequences to be addressed in recovery
   • focuses on building capacity and capability and addressing barriers
   • identifies actions to build momentum.
4. It has been developed with local board engagement over 2018 and local board feedback is now sought particularly on:
   • community values
   • community priorities
   • the vision
   • the way we will work in recovery
   • the work to be done to be better prepared for recovery.

Ngā tūtohunga

Recommendation/s
That the Devonport-Takapuna Local Board:

a) review and provide feedback on the draft Pathways to Preparedness: A Planning Framework for Recovery.

Horopaki

Context
5. Following the Christchurch and Kaikoura earthquakes, the Civil Defence Emergency Management Act 2002 was amended and new guidelines were issued requiring better preparation for, and implementation of, recovery from a disaster.
6. Auckland Emergency Management began development of the Resilient Recovery Strategy to ensure Auckland is better prepared. This included:
   • workshops on recovery with local boards between 24 May and 12 July 2018
   • reporting back on the workshops in September 2018
presentations to local board cluster meetings in March and November 2018
• updating local boards on the development of the Resilient Recovery Strategy in November 2018 and advising that a draft would go the Civil Defence Emergency Management Group Committee in February 2019.

7. At the beginning of this year, the Resilient Recovery Strategy was renamed ‘Pathways to Preparedness: A Planning Framework to Recovery’ (refer Attachment A) as it better described the document’s intent and contents.

8. The Civil Defence Emergency Management Group Committee approved the draft pathways document for targeted engagement in February 2019.

Tātaritanga me ngā tohutohu
Analysis and advice


10. The pathways document is structured around this process, as illustrated in the components of Figure 1 on page 3 of the document:

i) Identifying community values and priorities:
The planning framework set out in the pathways document is described as community centric. Community values and priorities guide us in our preparations enabling recovery to be set up and implemented in a way that helps to meet community needs and aspirations.

An initial set of community values and priorities was derived from workshops with local boards and advisory panels. They will be refined through community engagement as a part of actions to build a better understanding of recovery.

ii) Setting the recovery vision:
The pathways document sets the vision whereby ‘Auckland’s people, communities, businesses and infrastructure are well-placed to recover from a disaster.’

Being well placed means being well-prepared.

iii) Anticipation of consequences and opportunities of Auckland hazards and risks:
Anticipating potential consequences and opportunities from the impacts of Auckland’s hazards and risks provides insight into what might be required of a recovery.

Auckland’s hazards and risks are identified in the Group Plan and some are the focus of the Natural Hazards Risk Management Action Plan. Building on previous work is part of the work programme resulting from the planning framework under the pathways document.

iv) Building capacity and capability, addressing barriers to recovery:
Another way in which the planning framework is community centric is in the way we will work in a recovery. Taking a collaborative, partnership approach means structuring and implementing recovery in a way that maintains its focus on community outcomes.

A significant recovery will require ‘big government’ structures and processes to effectively mobilise resources and coordinate large scale effort. Such approaches can seem remote from local communities. Effort is required to ensure good communication and community engagement are effectively maintained.

v) Identifying actions to build momentum:
Another significant focus is the work to be done to be better prepared. There are 43 actions identified under five focus areas: Recovery is communicated; Recovery is
understood; Capacity and Capability is available; Collaboration is supported; and progress is monitored and evaluated.

The actions will form a work programme to be implemented in the lead-up to the review of the Auckland Civil Defence Emergency Management Group Plan which is due by October 2021, unless delayed by events.

11. Against this background, comments and views on the pathways document strategy is particularly required on:
   - community values
   - community priorities
   - the vision
   - the way we will work in recovery
   - the work to be done to be better prepared for recovery.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views

12. Many parts of the Auckland Council group potentially become involved in responding to a disaster and subsequent recovery. The planning framework in the pathway's document seeks to provide clarity about what will be required to support effective collaboration across the council group in recovery.

13. Views from across the council group are being sought during targeted engagement through June and July 2019.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views

14. Auckland’s hazards and risks may give rise to events with local, sub-regional or region-wide impacts. Their consequences will be influenced by the circumstances of the time and place in which the event took place.

15. Local board views on their community’s values and priorities are important in determining the way we will work together collaboratively in recovering from a disaster.

Tauākī whakaaweawe Māori
Māori impact statement

16. Recovery addresses the consequences of an emergency and their impacts across the natural, social, built and economic environments. The goals, objectives and execution of recovery holds implications for iwi, environmental guardianship, Māori communities (iwi, hapu and mataawaka), marae, assets and the Māori economy.

17. Building relationships amongst Auckland’s Māori communities to develop a deeper understanding of our potential collaboration across reduction, readiness, response, resilience and recovery, is a goal of Auckland Emergency Management. It is also part of the work plan arising from the planning framework set out in the pathways document.

Ngā ritenga ā-pūtea
Financial implications

18. There are no financial implications arising out of this report.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

19. Pathways to Preparedness: A Planning Framework for Recovery and the work programme it will establish are intended to address the risk of Auckland being unprepared to recover from a disaster.

20. Recovering from a disaster is complex, lengthy and costly. An absence or lack of preparation can:
   - delay commencement of recovery efforts and lengthen the time taken to complete recovery
   - inhibit multi-agency collaboration
   - lead to increased costs, disruption and distress for affected communities and individuals.

Ngā koringa ā-muri
Next steps

21. Local board feedback will be collated and considered for reporting to the Civil Defence Emergency Management Committee and incorporation into the final iteration of the pathways document.


Ngā tāpirihanga
Attachments

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Ngā kaihaina
Signatories

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<tr>
<th>Author</th>
<th>Wayne Brown - Principal Recovery Advisor</th>
</tr>
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<tr>
<td>Authorisers</td>
<td>Jacques Victor - GM Auckland Plan Strategy and Research</td>
</tr>
<tr>
<td></td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Pathways to Preparedness: A Planning Framework for Recovery

Introduction

How Auckland might recover from a disaster\(^1\) is important.

Pathways to Preparedness: A Planning Framework for Recovery (the Framework) sets the scene for recovery, provides direction based on community values and principles, outlines our approach to recovery and identifies actions to build momentum on improving our preparedness to recover from a disaster.

A detailed recovery work programme will be developed to deliver on these actions across Auckland Council group and with our partners.

The process we followed

In the wake of lessons learned from Christchurch’s unanticipated, catastrophic earthquakes the Civil Defence Emergency Management Act 2002 was amended to make greater provision for recovery. Among other things, the amendments require strategic planning to be undertaken to prepare for recovery before disaster strikes. The Ministry of Civil Defence and Emergency Management issued guidelines stepping out how this can best be done.

We followed this process to:

- identify an initial set of community values and priorities to inform our planning.
- set our recovery vision
- anticipate the consequences and opportunities of Auckland’s hazards and risks
- focus on building capacity and capability, and addressing barriers to recovery
- identify actions to build momentum.

\(^1\) ‘Disaster’ in the Recovery Framework is defined as an emergency (under section 4 of the Civil Defence Emergency Management Act 2002) event that requires a recovery.
Figure 1. Pathways to Preparedness
Community Values and Priorities

The Framework takes a community-centric approach, recognising the significant challenges confronting all recovery efforts (from relatively localised events to large-scale disasters).

Community wellbeing is the focus of recovery. In the aftermath of a significant event, individuals and communities will want to get things moving back to normality as quickly as possible. They will also want to see how we keep community at the heart of any recovery effort.

Understanding community values and priorities provides guidance on what will be important to communities, as a basis for pre-event planning and preparations for recovery. They indicate preferences for community involvement and the things communities hold dear. For example, decision-making underestimated the value, the people of Christchurch attached to their built heritage, meaning the pace, manner and extent of demolition caused great upset. Through understanding community values and priorities, we are better able to ensure appropriate decision-making and priority setting processes, and opportunities for participation.

Identifying community values and priorities

Auckland Emergency Management has worked with Auckland Council’s local boards and Auckland Council’s demographic Advisory Panels (Seniors, Ethnic Peoples, Pacific Peoples, Disability, Youth and Rainbow Communities). Our discussions have highlighted some key values and priorities that will be consulted on across Auckland communities.

Strong themes centred on retention of heritage in the natural built and cultural context. The need for local knowledge, leadership, partnerships and voice. Communication and connection was a common theme in the discussions. It was felt that multiple avenues for communicating was a high priority and suggestions for connecting across diversity, hard to reach communities and leveraging traditional and digital media would need to be sought.

The importance of getting key infrastructure such as hospitals, lifelines utilities and social and community infrastructure up and running fast was also identified. Personal safety was also highlighted.

<table>
<thead>
<tr>
<th>Community Values</th>
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<tr>
<td>Identity, Diversity and Tolerance</td>
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<tr>
<td>Independence, Resilience and Self Reliance</td>
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<td>Community, Connection and Culture, Heritage, Amenity</td>
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<td>Local Knowledge, Leadership, Partnership and Voice</td>
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<table>
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<tr>
<th>Community Priorities</th>
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<tbody>
<tr>
<td>Physical and Social Connections, Communication</td>
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<tr>
<td>Enabling Local Input, Lifelines and Key Infrastructure, Economic Recovery</td>
</tr>
<tr>
<td>Safety, Health and Personal Wellbeing (including our pets)</td>
</tr>
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<td>Security and Personal Property</td>
</tr>
</tbody>
</table>
Our Recovery Vision

Auckland’s people, communities, businesses and infrastructure are well-placed to recovery from a disaster.

Recovery

Recovery means “the coordinated efforts and processes used to bring to about the immediate, medium-term, and long-term holistic regeneration and enhancement of a community following an emergency.” Correspondingly, recovery activities deal with the consequences of an emergency. An emergency is when something happens which causes or may cause loss of life or injury, or endangers public safety or property that:

- cannot be dealt with emergency services or
- requires a significant and coordinated response.2

The definition of an emergency refers to the likes of earthquakes, tsunami, tornado, plague and floods as well as the leakage or spillage of dangerous substances or failure of or disruption to an emergency service or lifeline utility. For convenience and brevity, we use ‘disaster’ to mean and emergency event that requires a recovery.

The essential issue of recovery is that: what has been built up over many decades through private and publicly funded development, individual, family and civic effort can be destroyed or damaged all at once, needing to be regenerated within a comparatively short period of time. Resulting disruption to businesses, housing, infrastructure networks, facilities and amenities impact on daily life and living standards, potentially for some time.

Recovery is complex and takes time. Recovery initially faces high levels of uncertainty, as the situation evolves. Time required for recovery to be completed can challenge people’s expectations and aspirations. They may feel like their life is on hold.

Preparations for recovery under this Framework aim to respond to and be fit for purpose for any scale of event. For example, depending on its scale, Auckland Council may have to reprioritise its activities to support a recovery.

What does Well-placed mean?

An underlying theme of recovery and its essential problem is complexity. Well-placed means being well prepared.

Lessons have been learnt from recent large events such as the Christchurch earthquakes and Kaikoura earthquakes. Intentionally preparing for recovery rather than leaving matters to chance or orchestrating recovery on the fly, greatly increases the prospects of more effective recovery – that is:

- the early commencement of organised recovery activities

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2 Adapted from definitions in the Civil Defence Emergency Management Act 2002.
Pathways to Preparedness: A Planning Framework for Recovery

- with a clear sense of purpose
- supported by participants and affected communities.

Achieving a successful start to a recovery requires a shared understanding of what a recovery is; what needs to be done (at least initially), and access to funding and resources. This in turn requires clear roles and responsibilities supporting cooperation and collaboration across many organisations and people, across many work streams. At a more detailed level it requires:

- clear, well understood processes for the transition to recovery
- assessing people’s needs and the damage to buildings and infrastructure
- procuring, allocating and managing resources
- managing the delivery of services and implementation of activities and projects.

Reinstatement, regeneration or enhancement?

Ultimately questions arise as to how ambitious or achievable recovery should be.

‘Build Back Better’ is a term arising out of the fourth priority for action (of 4) — “Enhancing disaster preparedness for effective response and to build back better in recovery, rehabilitation and reconstruction”, of the Sendai Framework for Disaster Risk Reduction endorsed by the United Nations.

*Over the years there has been an appreciation that reconstruction is an opportunity to build back better. Today recovery is defined as the restoration and improvement of facilities, livelihoods and living conditions of disaster-affected communities, including efforts to reduce disaster risk factors,*[4] and is reflected in the definitions for recovery and recovery in the Civil Defence Emergency Act 2002.

What this means in practice can be very difficult. What was lost may not be able to be replaced exactly, the values of assets written down, insurance may only cover what previously existed in its then condition and regulations may impose their own requirements.

Responsible and cost-effective rehabilitation of a community does not guarantee a community will be restored to its original state. However, there may be opportunities to enable communities to improve on previous conditions. Through taking a broad, flexible or innovative view, enhancements may include new behaviours increased personal or community resilience, application or urban design and or universal design principles rather or improved structures or upsized infrastructure.

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Pathways to Preparedness: A Planning Framework for Recovery

**Understanding consequences and opportunities**

New Zealand and international experience demonstrates the advantages of pre-event planning and preparation over leaving it to chance or having to orchestrate a recovery on the fly.

Pre-event planning and preparation for recovery is supported by analysis of the likely impacts and consequences of emergency events. The potential hazard and its impacts interact with the circumstances existing at the time and in the area the emergency event takes place. Further community values and priorities form part of and inform these circumstances. Understanding the impacts and circumstances, and their interaction in time and place is integral to planning for recovery. Scenario planning and running scenario-based exercises can assist greatly in this area.

This approach helps identify critical factors to an effective recovery, opportunities to improve community resilience and where possible, mitigate existing and identified hazards and risks. Through working with communities, we can prioritise areas of vulnerability while leveraging and supporting continued resilience within recovery.

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CONSEQUENCES

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Figure 2. Anticipating what recovery may have to address.
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The Auckland CDEM Group’s Plan ‘Resilient Auckland’ identifies several hazards and risks to the Auckland region, including natural events (such as volcanic eruption, severe weather events, tsunami, and coastal inundation) and infrastructure and lifeline utility failures (such as disruption to electricity, water, and transport networks).

When planning for impacts of hazards and risks, consideration needs to be given to the four recovery environments – social, built, economic and natural.

Auckland faces unique challenges - super diversity, rural and urban contexts, housing supply, homelessness, aging infrastructure and high rates of growth and development, which are key considerations for a potential disaster and ongoing recovery effort.

Emergencies and their consequences can be localised, affecting an area within a single local board’s boundaries or of wider impact, affecting an area that is part of multiple local boards, or the entire region.

Some emergencies may involve a series of cascading events, each of which may require different, but complimentary recovery activities. For example, a volcanic eruption in the north...
Pathways to Preparedness: A Planning Framework for Recovery

of the Auckland Volcanic Field may cause evacuations and damage on the North Shore, but ashfall may progressively damage wastewater treatment networks that eventually leads to region-wide lifeline utility failures. The context of a recovery can be extremely dynamic.

It should be noted however, there are limitations to the extent to which impacts of hazards and circumstances can be fully anticipated. Work to better understand Auckland’s hazards and risks and their impacts is part of Auckland Emergency Management’s ongoing work programme.
Building capacity and capability, and addressing barriers

Auckland Emergency Management and the Auckland CDEM Group are particularly focused on building capacity and capability for recovery and to addressing barriers that may inhibit or obstruct effective recovery.

The Framework takes a broad view to shaping the way we will work in recovery and enabling the work we will do recovery, informed by the community values and priorities.

The way we work – a partnership approach

Auckland Emergency Management and the CDEM Group takes a partnership approach, seeking the best of organic forms, supportive of community action and emerging solutions, and highly structured, institutional / governmental forms to provide coordination and operate at scale. This will enable Auckland Emergency Management, Auckland Council and our partners to deliver a more effective and coordinated recovery informed by community values and priorities.

The partnership approach recognises and respects diversity to ensure recovery is inclusive and provides opportunities for community participation. It is implemented through:

- prioritising the wellbeing of individuals, families and communities and their recovery
- restoring and/or improving the function of infrastructure, structures, physical networks and urban fabric that support communities
- enabling the restoration and/or regeneration of natural environments and their habitats and ecosystems
- supporting the interactions between businesses, business people, employees, resources and assets, and the commerce and trade generated in the economic environment.

The partnership approach identifies scalable, flexible and adaptable coordinating structures, aligned to key roles and responsibilities. It is a mechanism to link local and central government, the private sector and non-government (NGO) and community organisations that play a vital role in recovery. For example – the larger the scale of a recovery the more likely it will orient towards government structures and processes. This raises potential for flexibility, innovation and empowering the recovery of individuals to be unintentionally inhibited.

This approach builds on the work of Auckland’s CDEM Group / Auckland Emergency Management across the 5 R’s – reduction, readiness, response, recovery and resilience, our focus on communities and strengthening resilience and the strengths of the Auckland Council group and its partners. It provides opportunities for communities of practice to be activated, and guides and champions in the community to play a role informing and supporting the recovery effort assisting their communities.

Building upon existing partnerships the approach will also work across wider groups to embrace new formal and informal partnerships.
Pathways to Preparedness: A Planning Framework for Recovery

The way we work – collaborating across formal and informal partnerships

Auckland Emergency Management provides the specialist roles serving Auckland Council’s civil defence function under the Civil Defence Emergency Management Act 2002 and would lead the initial stages of recovery.


Auckland Council’s governing body has delegated responsibility to the Civil Defence Emergency Management Committee as the decision maker for the Group.

Auckland Emergency Management and the CDEM Group works closely and collaboratively with many stakeholders. For example, the Auckland Welfare Coordination Group is made up of 26-member agencies active in response. Many of these emergency services, social and health service and non-governmental organisations will also support recovery.

Auckland Emergency Management engages Auckland Council’s local boards across the pre-event recovery work programme and will work closely with local boards when undertaking a recovery in their area or areas.

Auckland Emergency Management will further develop its relationships across the emergency management sector and its communities through the implementation of this Framework. Developing and building relationships with Auckland’s iwi and mataawaaka is a particular focus and a priority.

The work we do – addressing barriers to recovery

Recovery gives rise to a range of inherent challenges and issues, as multiple activities are delivered simultaneously across workstreams addressing recovery in the natural, social, built and economic environments.

Through the development of this Framework, engagement with the Ministry of Civil Defence Emergency Management, recovery literature and our engagement with our partners we have identified five focus areas to assist in preparing for recovery. They direct activity towards what is crucial to recovery or address barriers to recovery in Auckland. Focusing on effective recovery the five areas seek to ensure:

- capacity and capability is available
- collaboration is supported
- recovery is communicated
- recovery is understood
- monitoring and evaluation.
Pathways to Preparedness: A Planning Framework for Recovery

Figure 3 – Five Focus Areas

It is recognised that effective recovery requires supporting work programmes in addition to implementation of the Framework, such as:

- refining Standard Operating Procedures for recovery
- implementing the readiness work programme of the Incident Management Team
- incorporating and learning from international and New Zealand recovery efforts
- supporting the development of emergency management recovery networks, like the Northern Recovery Managers Group.
Actions to build momentum

The following section outlines high-level, short to medium-term actions. They respond to the set of initial community values and priorities outlined earlier and are directed towards the five focus areas.

They will drive the recovery work programme across the breadth of preparation, relationship building and communication. Delivering on the identified actions will progress us towards achieving the longer-term vision, and that progress will be monitored and evaluated.

Auckland Emergency Management will develop a prioritised work programme to deliver on the identified actions. Our Civil Defence Emergency Management partners will be involved along the way to ensure inter-agency operability is maintained, operational needs are assured and to affirm our shared understanding.

Initially focused within Auckland Emergency Management, a whole-of-council approach to implementing the work programme will involve Auckland Council group first, and then our partners, before expanding outwards engaging additional partners and reaching out into the community.
## Pathways to Preparedness: A Planning Framework for Recovery

### Attachment A

<table>
<thead>
<tr>
<th>Auckland’s diversity</th>
<th>Opportunities</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auckland hosts a rich and diverse population by age, gender, religion, sexuality, nationality and culture. This is a strength of Auckland while also meaning specific needs might present themselves in a recovery. Achieving effective recovery will require the flexibility to ensure recovery works for all Aucklanders and their communities. Communication, understanding recovery, and being able to engage and participate may be challenging for some communities.</td>
<td>Cultivate improved cultural awareness to be able to understand specific concerns, to enable them to be addressed.</td>
<td>Access and tap into resources across the Auckland Council group and externally to better communicate and engage.</td>
</tr>
<tr>
<td></td>
<td>Leverage the potential of Auckland Council’s demographic Advisory Panels – Seniors, Ethnic Peoples, Pacific Peoples, Disability, Youth and Rainbow Communities.</td>
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</tbody>
</table>

### Building a better understanding of Recovery

| Understandably, recovery is not well understood. It has a limited profile beyond the CDEM sector and people with personal knowledge. The current level of understanding is a barrier to people’s ability to anticipate and prepare in advance of an emergency event. Auckland hosts a rich and diverse population by age, gender, religion, sexuality, nationality and culture. This is a strength of Auckland while also meaning specific needs might present themselves in a recovery. Achieving effective recovery will require the flexibility to ensure recovery works for all Aucklanders and their communities. Communication, understanding recovery, and being able to engage and participate may be challenge in some communities. | Develop a ‘Recovery story’ supported by key messages and education materials (translated in different languages). |
| | Leverage opportunities to raise the profile and discuss recovery with new audiences through the CDEM Group, Auckland Council group, partners and communities. |
| | Support Auckland Emergency Management’s education and outreach programme across the five R’s. |
| | Cultivate improved cultural awareness to be able to understand specific concerns, to enable them to be addressed. |
| | Access and tap into resources across the Auckland Council group and externally to better communicate and engage. |
| | Leverage the potential of Auckland Council’s demographic Advisory Panels – Seniors, Ethnic Peoples, Pacific Peoples, Disability, Youth and Rainbow Communities. |
## Recovery is communicated

<table>
<thead>
<tr>
<th>Opportunities</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Managing Expectations</strong></td>
<td>Clear and consistent communication is critical to maintaining trust in the community</td>
</tr>
<tr>
<td>The disruption to daily life and routines can be sudden and significant.</td>
<td>Strike a balance between ambition and achievability in planning and preparations for recovery / in a recovery.</td>
</tr>
<tr>
<td>Previously routine tasks become complicated and can subject to repeated change.</td>
<td>Leverage creativity, community spirit and participation in a recovery to promote solutions and assist in the recovery effort.</td>
</tr>
<tr>
<td>The level of upset can be exacerbated by ongoing change due to recovery activities or weather changes. Previous plans go on hold.</td>
<td></td>
</tr>
<tr>
<td>Change of this magnitude can be disempowering and a source of frustration and distress for many.</td>
<td></td>
</tr>
<tr>
<td>Everyone is eager to return to something that resembles what was normal before the event, as soon as possible.</td>
<td></td>
</tr>
<tr>
<td>The nature of the event, its impacts and the scale of the recovery effort required inform the type and extent of recovery efforts required.</td>
<td></td>
</tr>
</tbody>
</table>
### Pathways to Preparedness: A Planning Framework for Recovery

#### Attachment A

<table>
<thead>
<tr>
<th>Opportunities</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Economy / Local Economy</strong></td>
<td>Invest opportunities and mechanisms for local sourcing/procurement of goods and services during a recovery.</td>
</tr>
<tr>
<td>Disruption can bring business, trade and commerce to a standstill. Orders and commitments may not be met, and employees may have not work. Everybody suffers hardships without cash flow or access to money to access necessities. Disrupted supply lines may need to be restored. Distinctions between rural and urban local economies are also important. For example, seasonal activities may have needs or requirements with potential consequences for production over an extended period.</td>
<td>Work with Business Associations to encourage uptake of Business Continuity Planning and practices amongst their member businesses. Leverage a better understanding of the Auckland’s and local economies through engagement with potential Task Group members for the economic environment. Leverage opportunities for youth employment. Understand the implications of seasonal cycles and underlying activities to identify factors which are critical to Auckland’s rural economy.</td>
</tr>
<tr>
<td><strong>Funding and resources</strong></td>
<td>Building shared organisational understanding of what recovery may involve across Auckland Council group, GDEM group, Task Groups, and progressively, with Auckland’s communities. Sharing of Standard Operating Procedures, plans and recovery documentation as appropriate, and subsequent updates. Generate a deeper shared understanding of arrangements regarding the servicing of recovery in respect of financial, information and project management, risk and expert advice and general administration. Understanding the way business units across Auckland Council group deliver their services. Raising the profile of recovery arrangements and the understanding of what might be required of service delivery business units and their contractors. Identifying key skills, expertise and services contributing to recovery across Auckland Council group and partner organisations.</td>
</tr>
<tr>
<td>Replacing capital and social investment, restoring natural ecosystems and regenerating the environments that support social and economic well-being requires significant funding. The commitment of financial and human resources to prioritise recovery activities is also significant. Accessing needed skills and expertise can be additional challenges. Sustaining a recovery, prudent financial management, appropriate project management, while maintaining a focus delivering on the desired outcomes is complex in a pressured environment. Recovery from smaller events can seem disproportionately large, while major and significant events present hurdles that are magnitudes greater. The longer recovery continues the greater the pressure on resources as demand to deliver disrupted projects and work programmes builds. This can pose particular challenges where the event and recovery are limited to a part of the region.</td>
<td></td>
</tr>
<tr>
<td><strong>Māori communities</strong></td>
<td>Develop a shared understanding of recovery within Auckland Emergency Management’s wider engagement with mana whenua and mātaawaka. Build on the opportunities for collaboration to cultivate leadership, participation and outcomes for Māori.</td>
</tr>
<tr>
<td>Recent experience of response and recovery from disasters has benefited from the participation, support and leadership of mana whenua and local wi at all levels – from delivering services to decision making.</td>
<td></td>
</tr>
<tr>
<td>Pre-existing issues</td>
<td>Actions</td>
</tr>
<tr>
<td>------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Any existing issues at the time of an event will be magnified in their effect and consequence.</td>
<td>Environmental scanning to maintain general awareness of issues and challenges facing Auckland across the four recovery environments.</td>
</tr>
<tr>
<td>Housing is under pressure in Auckland, with elevated house prices and rental costs, homelessness and</td>
<td>Maintain engagement with partners and stakeholders and leverage opportunities to gather information and intelligence:</td>
</tr>
<tr>
<td>high demand for social housing and refuge. Emergency accommodation will be a challenge in these</td>
<td>- in recovery planning and preparations</td>
</tr>
<tr>
<td>circumstances.</td>
<td>- through the duration of recovery.</td>
</tr>
<tr>
<td>Peoples health conditions, disabilities, or personal circumstances may make them especially</td>
<td>Access expertise, knowledge available, information and advice through the membership of the task groups established to support recovery after an event (see below).</td>
</tr>
<tr>
<td>vulnerable to sudden change and disruption to their environment.</td>
<td></td>
</tr>
<tr>
<td>Transport bottlenecks or previously known weaknesses in a network may have a pronounced effect in a</td>
<td></td>
</tr>
<tr>
<td>particular event.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Psychosocial recovery</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>International and more recent experiences in New Zealand has raised awareness of the way that</td>
<td>Ensuring people involved in recovery maintain an awareness of the complexities of psychosocial recovery that individuals may be going through.</td>
</tr>
<tr>
<td>emergency events can have very different impacts on people.</td>
<td></td>
</tr>
<tr>
<td>Some may be unscathed, and others impacted to varying degrees. Impacts may only become apparent after</td>
<td>Sharing best practice amongst experienced practitioners with and amongst front-line staff.</td>
</tr>
<tr>
<td>the passage of time.</td>
<td></td>
</tr>
<tr>
<td>A person individual circumstances can make it more difficult to cope with ongoing disruption and</td>
<td>Apply case management and debriefing principles.</td>
</tr>
<tr>
<td>change, to make decisions and to support others.</td>
<td></td>
</tr>
<tr>
<td>Equally, individual recovery from such impacts takes time and is non-linear or continuous, with</td>
<td>Psychosocial first aid training or other for all people in contact roles.</td>
</tr>
<tr>
<td>many ‘ups’ and ‘downs’ possible.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Awareness raising of the psychosocial impacts on responding agencies and staff and the putting in place of support mechanisms.</td>
</tr>
</tbody>
</table>
## Task Groups

Task Groups are established to provide advice and assistance for each of the natural, social, built and economic environments.

Each Task Group has a Terms of Reference, setting out its functions, roles and responsibilities. Task Groups may also comprise sub-task groups.

Potential members are practitioners, experts or leaders in their field whose knowledge would benefit a recovery. They are generally busy people, which can be a barrier to maintaining Task Groups, keeping informed and abreast of best practice in recovery.

Further, the membership of Task Groups needs to reflect the nature and scale of the task for each event.

<table>
<thead>
<tr>
<th>Opportunities</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishing a ‘pool’ of potential Task Group members to ensure readiness and the ability to scale a recovery proportionate to the nature of the disaster.</td>
<td>Establish a core membership comprised of people within the wider Auckland Council group in emergency sector.</td>
</tr>
<tr>
<td>The pool for each recovery environment may be comprised of both:</td>
<td>Establish a wider membership of people who might only be called upon if the event demands it.</td>
</tr>
<tr>
<td>- a core membership comprised of people within the wider Auckland Council group in emergency sector</td>
<td>Core members would be more involved with up to 4 meetings/exercises a year.</td>
</tr>
<tr>
<td>- a wider membership of people who might only be called upon if the event demands it.</td>
<td>Wider group members would be less involved, though steps taken to ensure relationships and awareness is maintained.</td>
</tr>
<tr>
<td>Further, the membership of Task Groups needs to reflect the nature and scale of the task for each event.</td>
<td>Explore the current capacity and capability for recovery within participating agencies.</td>
</tr>
<tr>
<td>The intensity and pressure of a response is very demanding. People in lead roles in response can be expected to be exhausted. Although the same agencies may have lead roles/key roles, they will need to identify specific staffing to support the recovery effort.</td>
<td>Explore potential arrangements they may operate in a recovery and their staffing.</td>
</tr>
<tr>
<td>Ensure key staff in the recovery are different from key staff in response.</td>
<td>Ensure key staff in the recovery are different from key staff in response.</td>
</tr>
<tr>
<td>Train staff for recovery as required. (potentially based on common arrangements).</td>
<td>Train staff for recovery as required. (potentially based on common arrangements).</td>
</tr>
</tbody>
</table>
### Collaboration is supported

<table>
<thead>
<tr>
<th>Opportunities</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Collaboration</strong></td>
<td><strong>Develop guidelines setting out the process, considerations, information/intelligence required and potential sources to assist in considering whether a recovery process needs to be activated - incorporate key elements into Standard Operating Procedures, with thresholds.</strong></td>
</tr>
<tr>
<td>Effective recovery requires high levels of coordination and collaboration, with everyone actively participating. Achieving this level of collaboration is supported by:</td>
<td><strong>Share Standard Operating Procedures, plans and recovery documentation (and subsequent updates) with partners as appropriate.</strong></td>
</tr>
<tr>
<td>• strong institutional and personal relationships</td>
<td><strong>Build and maintain institutional and personal relationships amongst key agencies.</strong></td>
</tr>
<tr>
<td>• clear roles and responsibilities</td>
<td><strong>Clarify agreed roles and responsibilities amongst leading partners and key agencies.</strong></td>
</tr>
<tr>
<td>• a shared understanding of what is to be achieved in a recovery</td>
<td><strong>Formalise arrangements, roles, responsibilities in key areas through developing protocols, memorandum of understanding or similar. (Key areas = support delivery of a critical service or critical resources or arrangements important in every recovery)</strong></td>
</tr>
</tbody>
</table>
### Monitoring and evaluation

<table>
<thead>
<tr>
<th>Opportunities</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>The response to, and recovery from an event are frequently reviewed to identify what went well/not so well and improvements to future practice. Monitoring and evaluation are integral to programme management and the development of best practice. Levels of disruption or distance from previous norms are readily identifiable from common high-level metrics, such as regional GDP or the unemployment rate. Comparisons of these types of metrics (when available) lend themselves to debates on the progress or success of recovery from a significant event. These types of metrics are important and produced methodically by agencies external to a recovery. More particularly, indicators need to be identified to be able to track progress towards fulfilling the vision and objectives for recovery. Similarly, indicators are required to provide information on the extent to which the principles are being applied. Indicators are also required to track progress on the tasks/actions identified in Recovery Action Plans, formulated after an event.</td>
<td></td>
</tr>
</tbody>
</table>
| Development of a monitoring and evaluation framework for recovery able to be applied to:  
- provide insight into the relevance of high-level independent metrics  
- track the extent of progress towards achievement of the Framework’s vision for recovery  
- progress towards completing items on the recovery work programme (generated from the Framework’s actions)  
- provide insight into the overall efficacy of pre-event planning and preparations for recovery  
- track progress towards the completion of actions and tasks under a Recovery Action Plan formulated for the recovery from an emergency event  
- provide insight into the overall efficacy of actions and tasks under a Recovery Action Plan formulated to address the consequences in a disaster. |
Chairpersons' Report
File No.: CP2019/02193

Te take mō te pūrongo
Purpose of the report

1. An opportunity is provided for the Chairperson of the Devonport-Takapuna Local Board to provide updates on the projects and issues relevant to the board.

Ngā tūtohunga
Recommendation/s

That the Devonport-Takapuna Local Board:
a) receive and thank Chairperson G Wood for his verbal report

Ngā tāpirihanga
Attachments

There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rhiannon Foulstone-Guinness - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Elected Members’ Reports

File No.: CP2019/02200

Te take mō te pūrongo
Purpose of the report

1. An opportunity is provided for the members of the Devonport-Takapuna Local Board to provide updates on the projects and issues they have been involved in since the February Meeting

Ngā tūtohunga
Recommendation/s

That the Devonport-Takapuna Local Board:

a) receive and thank members for their verbal reports

Ngā tāpirihanga
Attachments

There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
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<tr>
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<th>Rhiannon Foulstone-Guinness - Democracy Advisor</th>
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<td>Eric Perry - Relationship Manager</td>
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</tbody>
</table>
Ward Councillors Update
File No.: CP2019/02208

Te take mō te pūrongo
Purpose of the report
1. The Devonport-Takapuna Local Board allocated a period of time for Ward Councillors, Chris Darby and Richard Hills, to update the board on activities of the Governing Body.

Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:

a) Thank Cr Chris Darby and Cr Richard Hills for their update to the Devonport-Takapuna Local Board on the activities of the Governing Body.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rhiannon Foulstone-Guinness - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report
1. To provide a record of Devonport-Takapuna Local Board workshops held during June 2019

Whakarāpopototanga matua

Executive summary
2. At the workshop held on 04 June 2019, the board was briefed on:
   - Service Strategy & Integration
     - Community Services Provision
   - Auckland Transport
     - Esmonde Road Cycle Link Update
   - Parks, Sports and Recreation
     - Sunnynook Wheeled Sports Service Assessment (Skate/BMX/Scooters)
     - Community Activation of Underutilised Parks
     - BMX Concepts at Woodall Park
3. At the workshop held on 11 June 2019, the board was briefed on:
   - Richard Reid and Associates
     - Presentation of Independent Planning Advice
   - Panuku
     - Update on Unlock Takapuna
   - Community Facilities
     - Update on action points from May Business Meeting
4. At the workshop held on 25 June 2019, the board was briefed on:
   - Parks, Sports and Recreation
     - Third Part Service Assessments
   - Bylaws
     - Animal Management Bylaw Review
   - Governance Framework Review
     - Service Levels and Funding
5. Records of these workshops are attached to this report.
Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:
a) Receive the records of the workshops held in June 2019

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Devonport-Takapuna Local Board workshop record - 04 June 2019</td>
<td>127</td>
</tr>
<tr>
<td>B</td>
<td>Devonport-Takapuna Local Board workshop record - 11 June 2019</td>
<td>129</td>
</tr>
<tr>
<td>C</td>
<td>Devonport-Takapuna Local Board workshop record - 25 June 2019</td>
<td>131</td>
</tr>
</tbody>
</table>

Ngā kaihaina
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</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Devonport-Takapuna Local Board Workshop Record

Workshop record of the Devonport-Takapuna Local Board held in the Council Chamber, Level 3, 1 The Strand, Takapuna on Tuesday 04 June 2019 commencing at 2.00pm.

PRESENT
Chairperson: George Wood, CNZM
Members: Dr Grant Gillon
Mike Cohen, QSM, JP
Mike Sheehy
Jennifer McKenzie
Jan O’Connor

Apologies

Staff: Eric Perry – Relationship Manager, Maureen Buchanan - Local Board Advisor, Tristan Coulson - Senior Local Board Advisor, Rhiannon Guinness – Democracy Advisor, Lisa Howard-Smith – Strategic Broker

<table>
<thead>
<tr>
<th>Workshop item</th>
<th>Governance role</th>
<th>Summary of discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. SS&amp;I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Services Provision</td>
<td>Keeping Informed</td>
<td>- The board provided direction on their preferred approach to the community service provision.</td>
</tr>
<tr>
<td>2. Auckland Transport</td>
<td>Setting Direction</td>
<td>- The board provided direction on preferred options for the Esmonde Road Cycle Link.</td>
</tr>
<tr>
<td>Esmonde Road Cycle Link Update</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. PSR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sunnynook Wheeled Sports Service Assessment (Skate/BMX/Scooters)</td>
<td>Keeping Informed</td>
<td>- Staff provided an update on activities in the local board area. - The board provided staff with feedback and guidance on the presented activities.</td>
</tr>
<tr>
<td>Community Activation of Underutilised Parks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BMX Concepts at Woodall Park</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 5.02pm
## Devonport-Takapuna Local Board Workshop Record

Workshop record of the Devonport-Takapuna Local Board held in the Council Chamber, Level 3, 1 The Strand, Takapuna on Tuesday 11 June 2019 commencing at 2.00pm.

### PRESENT

**Chairperson:** George Wood, CNZM  
**Members:**  
- Dr Grant Gillon  
- Mike Cohen, QSM, JP  
- Jan O’Connor (via skype from 1.45pm)  
- Mike Sheehy  
- Jennifer McKenzie (via skype from 1.20pm)

### Apologies

**Staff:**  
- Eric Perry – Relationship Manager, Tristan Coulson - Senior Local Board Advisor, Maureen Buchanan - Local Board Advisor, Rhiannon Guinness – Democracy Advisor, Lisa Howard Smith – Strategic Broker

### Workshop Item

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Richard Reid and Associates</td>
<td>Keeping informed</td>
<td>- The board received a presentation from Richard Reid and Associates on the 40 Anzac development.</td>
</tr>
<tr>
<td>- Presentation on Independent Planning Advice</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Panuku</td>
<td>Keeping informed</td>
<td>- The board received an update on the Unlock Takapuna Project.</td>
</tr>
<tr>
<td>- Update on Unlock Takapuna</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Community Facilities</td>
<td>Keeping informed / Provide feedback</td>
<td>- Staff provided an update on the status of projects in the local board area.</td>
</tr>
<tr>
<td>- Update on action points from May Business Meeting</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 5.05 pm
Devonport-Takapuna Local Board Workshop Record

Workshop record of the Devonport-Takapuna Local Board held in the Council Chamber, Level 3, 1 The Strand, Takapuna on Tuesday 25 June 2019 commencing at 2.00pm.

PRESENT
Chairperson: George Wood, CNZM
Members: Dr Grant Gillon
         Mike Cohen, QSM, JP
         Jan O’Connor
Apologies Mike Sheehy
            Jennifer McKenzie
Staff: Tristan Coulson - Senior Local Board Advisor, Maureen
      Buchanan - Local Board Advisor, Rhiannon Guinness – Democracy Advisor, Lisa Howard Smith – Strategic Broker,
      Pramod Nair – Lead Financial Advisor

<table>
<thead>
<tr>
<th>Workshop item</th>
<th>Governance role</th>
<th>Summary of discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Parks, Sports and Recreation</td>
<td>Provide Feedback</td>
<td>- Staff provided an update on the work completed to date on the Third Party Facility Sport and Recreation Service Assesment project.</td>
</tr>
<tr>
<td>- Third Party Service Assesments</td>
<td></td>
<td>- The board provided staff with feedback on next steps.</td>
</tr>
<tr>
<td>2. Bylaws</td>
<td>Provide Feedback</td>
<td>- The board provided feedback to staff on the findings of the Animal Management Bylaw 2015 Review Findings Report</td>
</tr>
<tr>
<td>- Animal Management Bylaw Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Governance Framework Review</td>
<td>Keeping informed / Provide feedback</td>
<td>- The board were presented with the findings of stock take of existing local community service levels</td>
</tr>
<tr>
<td>- Service Levels and Funding</td>
<td></td>
<td>- The board provided feedback on the findings particularly the results for the Devonport-Takapuna Local Board area.</td>
</tr>
</tbody>
</table>

The workshop concluded at 4.30pm
Te take mō te pūrongo
Purpose of the report
1. To provide an update on reports to be presented to the board for 2019

Whakarāpopototanga matua
Executive summary
2. The governance forward work calendar was introduced in 2016 as part of Auckland Council's quality advice programme. The calendar aims to support local boards' governance role by:
   • ensuring advice on meeting agendas is driven by the local board priorities
   • clarifying what advice is expected and when
   • clarifying the rationale for reports.
3. The calendar also aims to provide guidance to staff supporting local boards and greater transparency for the public. The calendar is updated monthly, reported to local board business meetings, and distributed to council staff.
4. The July 2019 governance forward work calendar for the Devonport-Takapuna Local Board is provided as Attachment A.

Ngā tūtohunga
Recommendation/s
That the Devonport-Takapuna Local Board:
a) note the Devonport-Takapuna Local Board governance forward work calendar for July as set out in Attachment A of this agenda report.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Devonport-Takapuna Local Board - Governance Forward Work Calendar - July 2019</td>
<td>135</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rhiannon Foulstone-Guinness - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>

Governance Forward Work Calendar
<table>
<thead>
<tr>
<th>Meeting (workshop or business meeting)</th>
<th>Date / Month</th>
<th>Topic</th>
<th>Governance Rule</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop</td>
<td>July</td>
<td>Review of Spatial Planning</td>
<td>Setting direction / priorities / budget</td>
<td>Provide direction on preferred approach</td>
</tr>
<tr>
<td>Business meeting</td>
<td>August</td>
<td>Draft Resilient Recovery Strategy (TBC)</td>
<td>Input to regional decision-making</td>
<td>Provide direction on preferred approach</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>August</td>
<td>Animal Management Bylaw</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>August</td>
<td>Productivity Commission’s enquiry into local government funding and financing</td>
<td>Input to regional decision-making</td>
<td>Provide direction on preferred approach</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>August</td>
<td>Review of Auckland Film Protocols</td>
<td>Input to regional decision-making</td>
<td>Provide direction on preferred approach</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>August</td>
<td>Last business meeting report (delegations for election period)</td>
<td>Local decision-Making</td>
<td>Formal adoption</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>October/November</td>
<td>First business meeting report</td>
<td>Local decision-Making</td>
<td>Formal adoption</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>TBC</td>
<td>Auckland climate action plan (previously Low Carbon Auckland)</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>TBC</td>
<td>Signage Bylaw 2015 (TBC - or cluster workshops)</td>
<td>Input to regional decision-making</td>
<td>Provide direction on preferred approach</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>TBC</td>
<td>Draft Golf Facilities Investment Plan</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>TBC</td>
<td>COMET Auckland - education and skills data snapshot</td>
<td>Keeping informed</td>
<td>Define partnership opportunities</td>
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