

Minutes or Action Points

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Date: 8 July 2016
 Time: 11.00am
 Venue: HSBC
 Attendees: Patricia Vasconcelos, (PV) Ina Stenzel (IS), Chris Smith (CS), Melissa Clark (MC)
 Apologies: [Click here to enter text](#)

| Item | Topic | Update / Actions | Responsible |
|----------|--|------------------|-------------|
| 1 | Actions from previous meeting | | |
| 1.1 | n/a | | |
| 2 | Project management | | |
| 2.1 | DOID (previously PID) reviewed by PV, still waiting on (future) I&D PM Ali Rajaiy to review | | |
| 2.2 | Roles to be updated to reflect W/C and DO relationships | | |
| 3 | Project objectives | | |
| 3.1 | PV provided clarification that the primary objective of the project is to provide a safe and attractive route for children on cycles as an alternative to Lake Road. | | |
| 3.2 | PV reiterated that the most important part to get right is the problem description and identification of constraints, and the description of the current conditions of the site to feed into the project mandate. | | |
| 4 | Route identification | | |
| 4.1 | The final route will be a combination of greenways, as per the Greenway Design Guide, and other cycling facilities. The route selection process will identify which sections of the route will be greenways and which sections will be other facilities. | | |
| 4.2 | The Local Board has a plan to put in a bridge from Esmond Road, PV to send feasibility report. IS/MC to meet with LB rep Marilyn to understand their plans. Route selection to consider LB plans. Zane Bray may also know about the LB plans and the ACN Feeder routes. | | PV IS/MC |
| 4.3 | Any additional important short links should be identified and considered as additions to route i.e. links to schools. Also a connection across the centre of the peninsula should be considered. PV advised that previous discussions with the Takapuna school indicated that a path through school grounds could only operate outside of school hours. | | |

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| 4.4 | Lake Road should be removed from the project route except for any key links or crossing points as it will be considered through the Lake Road project. PV to send Lake Road CMP/IBC(?) | PV |
| 4.5 | Where sections of the route are identified as greenway sections, the design response should keep as closely as possible to the greenways design guidance and minimise compromise to provide good examples of greenway implementation under the guide. | |
| 4.6 | Route around school is a potential however it would only be outside of school hours. IS/MC to meet with Alex (Community Transport) | IS/MC |
| 5 | Consultation | |
| 5.1 | Local Board has already undertaken consultation for the development of their routes. David Little (AC Parks) may know more about this. | |
| 6 | General Business | |
| 6.1 | Agreed to meet weekly to discuss project progress. IS to set up next meeting for 25 th July at Henderson. | IS |
| 6.2 | | |
| Next Meeting - 25 July 2016 - 11-12 Bethels Room L4- Henderson | | |