

Memo

26 March 2014

To: Local Board Chairs
 Cc: Ian Smallburn, Noel Reardon, Raewyn Stone, Brett O'Riley, Julie McKee, Erin Clarke, Brett O'Shaughnessy, Maree Mills, Alice Fauvel
 From: Karen Lyons, Manager, Local Board Services

Subject: Action Points from Local Board Chairs Forum on 24 March 2014

Item 1: Welcome from the Chair

Andrew Baker welcomed chairs to the meeting. The action points from the 24 February meeting were noted and an update was provided on the proposed format for annual plan discussions between the governing body and local boards.

The following format was agreed by chairs:

- **30 April & 1 May** - 2 days for local board and governing body discussions. Each local board would be allocated a 20-25 minute slot.
- **2 May** - ½ day joint governing body and local board discussions with an emphasis on Auckland Plan transformational shifts and how local board initiatives fit in.

Item 2: Road Naming Policy

Brett O'Shaughnessy, Manager Southern Resource Consents & Compliance provided an overview presentation on road naming facts and issues across Auckland. This preceded a presentation from Erin Clarke on proposed road naming guidelines for use by all local boards given their allocated decision making powers.

The guidelines suggest that to achieve a consistent approach across Auckland, a standard process for road naming approval is introduced. This could include a fast track process using a preapproved list of names agreed by the local board with Mana Whenua input as required. There was also advice that a road naming hui had been suggested by the Kaitiaki Forum.

Chairs did not think a hui was necessary and that a set of guiding principles should be the basis of discussions rather than the process. The suggestion for a preapproved list was not supported, with concern that it could lead to generic road names that do not acknowledge the Maori, historical or environmental heritage of the place or community. It was also stressed that road names not only have a functional purpose, but also a key place-shaping role. Further work was requested to develop a principle based approach.

Both presentations are attached.

Action points	
<ul style="list-style-type: none"> • Continue with the existing approach but support from chairs to develop principles and guidelines for use by local boards. 	<ul style="list-style-type: none"> • Community Policy & Planning

Item 3: Heritage assessments and local board input

Sandra Coney (Chair Waitakere Ranges Local Board) introduced this item and question what role local boards should have in providing input to heritage assessments on pre-1944 buildings.

Ian Smallburn (Resource Consents) and Noel Reardon (Heritage) provided an overview of the current process and the impact of the heritage rules in the Proposed Auckland Unitary Plan (PAUP) that are now operative.

Chairs sought clarification on whether the presumption for notification that was part of the isthmus legacy plan had now been superseded by the PAUP; staff confirmed that this was correct. If this is the case the need and value of local board input is potentially even greater.

There was a general view from chairs that further work was needed to review the triggers for local board input into resource consent notification decisions. The resource consents team have started this process.

Action points	
<ul style="list-style-type: none"> • Staff to review original decision by governing body identifying areas for use of triggers, and determine whether a new report is needed to include heritage aspects. • Staff to investigate whether a general trigger is needed for approaching local boards for applications for the proposed demolition or removal of pre-1944 buildings. • Staff to review triggers within each local board. 	<ul style="list-style-type: none"> • Local Board Services • Resource Consents team • Resource Consents team

Item 4: Arts and Culture Strategic Action Plan

Staff provided a briefing on the development of the draft action plan (presentation attached) which has been underway for 15 months. There was an emphasis on input from key stakeholders, the six key goals and initial local board input during the previous term.

Chairs were advised that the draft action plan will be reported to the Arts, Culture and Events Committee on 4 April and that prior to the meeting local board input would only be sought via four cluster workshops.

Chairs challenged the tight timescales and limited approach to seeking local board input given the 15 month timeline for the development of the action plan. Chairs were also concerned that public consultation was planned at the same time a local board plan engagement which contains arts and culture outcomes. Staff were also asked to provide information about which local stakeholder groups had been engaged in the work to date.

Action points	
<ul style="list-style-type: none"> • The view of local board chairs is that a recommendation is made to the Chair and lead officer for the Arts, Culture and Events Committee to defer adoption of the draft action plan on 2 April to allow for more robust engagement with local boards. • A revised approach to seeking local board input on the action plan is proposed by staff leading the work that allows for formal local board input via resolutions. • Local board to be provided with a list of groups that have been engaged with during the development of the action plan. 	<ul style="list-style-type: none"> • Local Board Services • Community & Cultural Strategy

Item 5: General Counsel, Katherine Anderson

- Auckland Council's new General Counsel, Katherine Anderson was introduced to chairs and provided a brief overview of her background and career.
- Cecilia Tse, Manager Public Law was also introduced along with Nicolette Butler, Senior Solicitor in the Public Law team.

Item 6: ATEED – update

Brett O'Riley updated chairs on the emerging themes from the recent local board workshops (presentation attached). These included; business investment, attraction and economic growth, events and tourism.

Additional updates were provided on the Southern Initiative, the City Centre Integration Group and a review of film fees which is being led by Film Auckland and the council's Policy & Bylaws unit.

Chairs thanked Brett for his update and commended ATEED for their recent engagement with local boards.

Action points	
<ul style="list-style-type: none">• Local board chairs to be invited to a quarterly lunch with the ATEED board at a central location.• Update on work to revise filming fees across Auckland to be provided at the next chairs forum meeting attended by Brett O'Riley.	<ul style="list-style-type: none">• ATEED

Item 7: Accessing and handling confidential information

Following requests from chairs about the process for sharing confidential information with local boards, chairs were advised that during the first term a pragmatic and proactive approach was adopted with a view that local boards should have access to confidential information where relevant to their role (both decision-making and advocacy). The relevant section of the code of conduct was referenced.

Chairs raised a number of specific issues about the consistency of this approach including:

- Local board access to confidential information and reports presented to the governing body. They do not believe that there is always a proactive approach and at times it has been that a chair has found out about something by luck or through a governing body member
- Local board member attendance at governing body meetings where confidential items are being discussed – they see this at the discretion of the Chair and do not believe it to be consistent
- How local board input is sought and included in confidential reports – this should be the same as for open items but their views are often not sought
- No surprises approach – briefings should be provided to the local board chair where a confidential issue relates to a specific local board area

There was a strong view by some chairs that as all elected members are bound by the same confidentiality rules, all agenda material should be made available to all elected members.

In relation to confidential matters, some chairs commented that there is sometimes a lack of understanding amongst staff about the role of local boards and their decision making responsibilities. This has resulted in boards not being briefed on activity in their local board area on the assumption that they do not need to know.

Action points	
<ul style="list-style-type: none"> • Clarity to be sought on the following issues and processes in relation to confidential reporting and local boards: <ul style="list-style-type: none"> • Development of protocols for confidential reports to the governing body that ensure local board input is sought and included in the same way as open reports. • Development of a process for informing local board chairs where a confidential report relates to their local board area • Development of principles for local board member attendance at governing body meetings with confidential items • Discuss with Chief Executive about local board member access to all governing body agenda items given all local board members are bound by the same confidentiality requirements as governing body members. 	<ul style="list-style-type: none"> • Local Board Services and Democracy Services

Item 8: Varying fees for use of facilities across local board areas

Mike Cohen, chair of the Devon-Takapuna Local Board raised an issue in relation to events and charges in popular local parks. In particular events such as weddings which attract people from within local board areas and across Auckland. There was a discussion between chairs about whether this was an issue in their area. There was also uncertainty about what fees, if any, are being charged for event permits.

Chairs agreed there was a need for clarity about policy and practice around this issue which would help inform whether further policy work was required.

Action points	
<ul style="list-style-type: none"> • Request for an issues paper on the current booking, fees and charging arrangements for events and activities in local parks, highlighting the: <ul style="list-style-type: none"> • different arrangements across local board areas including legacy policies / fees and charges etc • current land owner consent processes and delegations from local boards • high level options for introducing greater consistency across local boards 	<ul style="list-style-type: none"> • Managers of the Parks and Events teams

Item 9: Allocation of local board members as hearings commissioners - update

Peter Haynes (chair Albert Eden Local Board) led a discussion with chairs about local board member involvement on resource consent hearings panels. Across all local boards there are many board members who have received the required accredited training. However, two issues have emerged during the last and current term:

- few board members seem to have been appointed to hearings panels despite the training they have received, and the knowledge and experience many would bring to the role.
- where board members have been appointed to panels, they are not able to hear applications relating to their own board area.

There was general agreement between chairs that these were issues that they want staff to explore further, especially as a new round of 'good decision making' training for board members is due to start.

