



I hereby give notice that an ordinary meeting of the Hibiscus and Bays Local Board will be held on:

**Date:** Wednesday, 17 June 2015  
**Time:** 4.30pm  
**Meeting Room:** Council Chamber  
**Venue:** Orewa Service Centre  
50 Centreway Road  
Orewa

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## Hibiscus and Bays Local Board OPEN ADDENDUM AGENDA

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### MEMBERSHIP

<b>Chairperson</b>	Julia Parfitt, JP
<b>Deputy Chairperson</b>	Greg Sayers
<b>Members</b>	David Cooper
	Janet Fitzgerald, JP
	Gaye Harding-Kirikiri
	Gary Holmes
	Lovisa Rasmussen
	Lisa Whyte

(Quorum 4 members)

**Vivienne Sullivan**  
**Local Board Democracy Advisor**

**16 June 2015**

Contact Telephone: (09) 427 3317  
Email: [vivienne.sullivan@aucklandcouncil.govt.nz](mailto:vivienne.sullivan@aucklandcouncil.govt.nz)  
Website: [www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz)



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## Urgent Decision - Allocation of unspent opex funds for 2014/2015

File No.: CP2015/11854

### Purpose

1. The purpose of this report is for the Hibiscus and Bays Local Board to acknowledge the urgent decision made with regard to the allocation of unspent opex funds for 2014/2015. The reason for urgency is that the local board needs to allocate the unspent operating funds before the year end.

### Executive Summary

2. The following projects have been allocated funding totalling \$50,434:
  - Stillwater Hall, \$20,000 for the purchase of operational items such as crockery, cutlery and any other operational requirements.
  - Torbay Revitalisation, \$19,434 being \$5,000 to the City Transformation Team for project management work for the Torbay Revitalisation project; \$8,000 to Torbay Business Improvement District to fund a landscape plan by Shafer Design Ltd for the Torbay Revitalisation Project; \$6,434 to the Torbay BID to work with Plunket on designing a garden in the front of the Plunket premises.
  - Mairangi Bay Reserve Management Plan \$5,000 to Greenspace Management Services Limited to provide project management skills to help facilitate the approved reserve management plan in line with the approved resolutions from the 18 March 2015 business meeting.

### Recommendation/s

That the Hibiscus and Bays Local Board:

- a) acknowledge the decision made under urgency with regard to the allocation of unspent opex funds for 2014/2015.

### Attachments

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### Signatories

Authors	Leigh Radovan – Local Board Advisor
Authorisers	Lesley Jenkins - Relationship Manager



**URGENT DECISION OF THE  
HIBISCUS AND BAYS LOCAL BOARD**

**SUBJECT: Allocation of unspent opex funds for 2014/2015**

The Hibiscus and Bays Local Board approved at the 18 March 2015 business meeting to allocate opex funds from the 2014/2015 budget. It was advised recently that further unspent opex funding was available to be reallocated to key projects of the local board. The local board have the following unspent operating funds to allocate:

<b>Unspent Budget</b>	<b>Name of unspent funds</b>
\$1,740	Unallocated funds from 18 March 2015 meeting (still to be allocated)
\$10,000	Long Bay Monitoring programme
\$10,434	From events fund that was reallocated to discretionary fund
\$28,260	Revenue from ACPL (income from commercial properties within local board area)
<b>\$50,434</b>	<b>Total unspent operating funds</b>

**BACKGROUND:**

The Hibiscus and Bays Local Board Services staff have identified a number of projects that still require funding within this financial year. On 27 August 2014 local board members attended a workshop to outline the priority projects that aligned to the local board plan and were asked to provide feedback on preferred projects for completion. The total budget for the 2014/2015 financial year is \$155,990 and the local board allocated \$148,000 leaving \$1,740 of unspent operating funds.

The local board have also allocated \$10,000 to the Long Bay Monitoring programme which was part of the Long Bay Structure Plan setting out strict criteria to protect the sensitive natural areas surrounding the development. Unfortunately this funding has not been utilised due to a lack of resources and its re-allocation is required.

On the 10 December 2014 the local board allocated funds from the Local Event Support Fund – Round Two Allocations 2014/2015. The local board agreed to transfer the unallocated balance \$10,434 (resolution number HB/2014/234) from the events fund to the Hibiscus and Bays Local Board general discretionary fund and be available for projects to be determined by the local board.

The local board has a fiscal responsibility to balance its budgets. During this financial year it has received backdated increased revenue from ACPL which has meant that revenue has exceeded its budget by \$28,260 which the local board can now allocate to other projects.

**Allocation of unspent operational funding for 2014/2015**

Local Board Services staff discussed the projects that the local board would allocate on the unspent operating funds as outlined below:

Project and Description	Proposed Spending of Unspent Funds	Budget
<p><b>Stillwater Hall</b></p> <p>The project provide for a purpose-built community facility that will serve the needs of the Stillwater community utilising legacy funding. Key to this will be a facility design that is flexible and will accommodate future expansion to account for anticipated community growth. The new hall was opened to the public on the 16 May 2015.</p>	<p>Funding Agreement with the Stillwater Resident and Ratepayers group For the purchase of operational items such as crockery, cutlery and any other operational requirements.</p>	<p>\$20,000</p>
<p><b>Torbay Revitalisation</b></p> <p>Torbay Shopping Centre is a small local centre serving a growing population. The centre is built around a mix of public and privately owned land. The centre would benefit from capital improvement to revitalise and enhance garden areas, footpaths and seating areas along the main shopping street. It is considered that this will increase opportunities for business to grow, encourage public use and respond to population growth now happening in the Long Bay area.</p>	<p>It is proposed to allocate the following:</p> <ul style="list-style-type: none"> <li>• \$5,000 to the City Transformation team for project management work for the Torbay Revitalisation project</li> <li>• \$8,000 to Torbay Business Improvement District (BID) to fund a landscape plan by Shafer Design Ltd for the Torbay Revitalisation Project</li> <li>• \$6,434 to the Torbay BID to work with Plunket on designing a garden in the front of the Plunket premises.</li> </ul>	<p>\$19,434</p>
<p><b>Mairangi Bay Reserve Management Plan</b></p> <p>A reserve management plan has been drafted to guide the management of the Mairangi Bay Beach reserves. The reserve management plan is a requirement of the Reserves Act 1977 In 2013 the Hibiscus and Bays Local Board initiated the process to update the plan to include a new concept plan and to align it with Auckland Council policies and processes.</p> <p>On the 18 March 2015 the Hibiscus and Bays Local Board adopted the concept plan HB/2015/1 with the following resolutions:</p> <p>The Mairangi Bay Reserves Management Plan will require funding for the development of the reserves including development contribution</p>	<p>It is proposed to allocate \$5,000 to Don Lawson (Greenspace Management Services Limited) to provide project management skills to help facilitate the approved reserve management plan in line with the approved resolutions from the 18 March 2015 business meeting (resolution number HB/2015/1.</p>	<p>\$5,000</p>



<p>allocations and associated costings for the required parks infrastructure projects identified in the approved concept plan.</p> <p>Acknowledge that as part of the future detailed design there needs to be sufficient seating to meet the needs of the users</p> <p>Request officers to undertake the minor consequential numbering changes in the objectives in the Mairangi Beach Reserves Management Plan.</p>		
<p><b>Discretionary Grants 2014/2015</b></p> <p>The local board workshopped at its meeting on 13 May 2015 the Hibiscus and Bays Local Board Discretionary Community Funding Round Two 2014/2015.</p>	<p>A high number of applications were received from the Hibiscus and Bays Local Board Discretionary Community Funding: Round Two 2014/2015 and there is a shortfall in funding available. The allocation of \$6,000 would be to fund community projects and be part of Round 2 considerations at the 20 May 2015 business meeting.</p>	<p>\$6,000</p>
<p><b>TOTAL UNSPENT OPERATING FUNDS TO BE ALLOCATED:</b></p>		<p><b>\$50,434</b></p>

**REASON FOR URGENCY**

The local board have supported the above projects. The local board needs to allocate the unspent operating funds before the year end. Local board staff have discussed these proposed projects and confirmed that this funding will be allocated urgently to the above approved priority projects of the Hibiscus and Bays Local Board. Therefore an urgent decision is required to approve the above funding as a delay to the next business meeting of the local board will not enable time for the funds to be allocated and spent by the end of the financial year.

**DECISIONS:**

**That the Hibiscus and Bays Local Board:**



**Allocate the unspent operating funds of \$50,000 to the following approved projects and priorities of the local board:**

Project and Description	Proposed Spending of Unspent Funds	Budget
Stillwater Hall	To allocate \$20,000 by way of a funding agreement to the Stillwater Residents and Ratepayers for items such as cutlery, crockery etc.	\$20,000
Torbay Revitalisation	To allocate \$19,000 for the following: <ul style="list-style-type: none"> <li>• \$5,000 transferred to the</li> </ul>	\$19,434

	<p>Transformational Team for project management work on the Torbay Revitalisation project.</p> <ul style="list-style-type: none"> <li>• \$8,000 to Torbay BID to fund Shafer Design Ltd to complete a landscape plan for the Torbay Revitalisation Project</li> <li>• \$6,000 to Torbay BID to work with Torbay Plunket on designing a garden for the community in the front of the house.</li> </ul>	
<b>Mairangi Bay Reserve Management Plan</b>	To allocate \$5,000 to Greenspace Management Services to provide project management skills to help facilitate the approved Mairangi Bay Reserve Management Plan	\$5,000
<b>Discretionary Grants 2014/2015</b>	To allocate \$6,000 to the budget for the Hibiscus and Bays Local Board discretionary Community Funding Round Two 2014/2015	\$6,000

**AUTHORISED FOR RELEASE**

  
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Lesley Jenkins  
Relationship Manager, Local Board Services

<b>Authorisation</b>	
<p>This decision is authorised by Members Parfitt and Sayers, who were delegated the power to make, on behalf of the local board, urgent decisions on matters that cannot wait until the next scheduled ordinary meeting of the local board. Resolution number HB/2013/245.</p>	
<p> _____ Julia Parfitt Chairperson</p>	<p> _____ Greg Sayers Deputy Chairperson</p>
Date: 19/5/15	Date: 19/5/15