

I hereby give notice that an ordinary meeting of the Te Oro Committee of the Maungakiekie-Tāmaki Local Board will be held on:

**Date:** Thursday, 3 December 2015  
**Time:** 11.00am  
**Meeting Room:** Te Oro  
**Venue:** 98 Line Road  
Glen Innes

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## **Te Oro Committee of the Maungakiekie-Tāmaki Local Board**

### **OPEN AGENDA**

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#### **MEMBERSHIP**

<b>Chairperson</b>	Simon Randall
<b>Deputy Chairperson</b>	
<b>Members</b>	Ken Kerehoma Chris Makoare Tara Moala Georgie Thompson Obed Unasa

(Quorum 3 members)

**Philippa Hillman**  
**Democracy Advisor, Maungakiekie-Tāmaki**  
**Local Board**

**27 November 2015**

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The meeting will be chaired by a delegate of the Chief Executive, for items 1 and 2. From item 3 onwards, the deputy chair or chair for this meeting will preside.

**1 Welcome and Karakia**

**2 Election of Deputy Chairperson**

In accordance with Schedule 7, clause 21(5)(b) of the Local Government Act 2002, the Chief Executive's delegate will call for nominations for the election of a Chairperson for the meeting being held on the 3 December 2015 or for Deputy Chairperson of the Te Oro Committee of the Maungakiekie-Tāmaki Local Board (Committee).

At its meeting held on the 3 September the Committee appointed Simon Randall as Chairperson. The committee can elect a deputy chairperson at this meeting, but may prefer to defer this appointment to its meeting on 3 March 2016 and instead elect one of the members present to preside over the 3 December meeting only.

Whether the committee chooses to elect its deputy chair or its chair for this meeting, either appointment must be made in accordance with the Local Government Act, noting that no member has a casting vote.

Should the committee choose to elect a deputy chairperson, Schedule 7, Part 1, Clause 25 of the Local Government Act 2002 stipulates that:

**25 - Voting systems for certain appointments**

(1) This clause applies to -

- (a) the election or appointment of the chairperson and deputy chairperson of a regional council; and
- (b) the election or appointment of the deputy mayor; and
- (c) the election or appointment of the chairperson and deputy chairperson of a committee; and
- (d) the election or appointment of a representative of a local authority.

(2) If this clause applies, a local authority or a committee (if the local authority has so directed) must determine by resolution that a person be elected or appointed by using one of the following systems of voting:

- (a) the voting system in subclause (3) (**system A**):
- (b) the voting system in subclause (4) (**system B**).

(3) System A -

- (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
- (b) has the following characteristics:
  - (i) there is a first round of voting for all candidates; and
  - (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
  - (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and

- (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.
- (4) System B -
  - (a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
  - (b) has the following characteristics:
    - (i) there is only 1 round of voting; and
    - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.

Schedule 7, Part 1, Clause 26 of the Local Government Act 2002 makes provision for the election of a chairperson to preside over a single meeting but does not stipulate any particular voting system.

### **Recommendation/s**

That the Te Oro Committee of the Maungakiekie-Tāmaki Local Board:

- a) confirms that it will vote to elect a deputy chairperson utilising the Local Government Act 2002, Schedule 7, Clause 25, Subclause 3) system a or b  
or
- b) confirms that it will vote to elect a chairperson for the meeting

### **3 Apologies**

Apologies received for Chairperson SD Randall.

### **4 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.

### **5 Confirmation of Minutes**

That the Te Oro Committee of the Maungakiekie-Tāmaki Local Board:

- a) confirm the ordinary minutes of its meeting, held on Friday, 4 September 2015, as a true and correct record.

### **6 Leave of Absence**

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

### **7 Acknowledgements**

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

### **8 Petitions**

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

## **9 Deputations**

Standing Order 3.20 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 Te Oro Committee of the Maungakiekie-Tāmaki 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.

## **10 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.

## **11 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.”

## **12 Notices of Motion**

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



## Te Oro First Quarter Update

File No.: CP2015/25662

### Purpose

1. To provide the first quarter update on the operations at Te Oro to the Te Oro Committee.

### Executive Summary

2. This report provides an overview of the operations at Te Oro including finances, operational issues and successes.
3. Financial issues in the first quarter include:
  - increased security costs
  - identified need to review fees and charges, as room hire has been less than expected
  - the need to adjust costing models to accommodate a new understanding that classes will generally need to be free of charge to enable the local community to participate.
4. This quarter has presented a number of learnings with regard to Te Oro's operations. Issues include reviewing opening hours' alignment with the library's hours, and considering whether extra social work resource may be required as the extent of social issues is larger than originally anticipated. Staff are being supported and operational arrangements reviewed to ensure the centre is as safe as possible for all who use it.
5. Te Oro has also won a number of awards in the last quarter, ranging from architecture accolades to recognition for the centre's website.

### Recommendation/s

That the Te Oro Committee of the Maungakiekie-Tāmaki Local Board:

- a) receive the quarterly update report.

### Comments

6. This report provides a summary of Te Oro's operations for the first quarter of FY2015/2016. Te Oro's business plan sets out reporting obligations on an action item basis. This was trialled in September 2015 at which time the committee expressed a preference for overview reporting. This report takes this in to consideration.

### Consideration

7. This report details significant activity for the quarter in the areas of: budget/financial, operations and recognition.

#### Budget / Financial:

First Quarter FY16	Actual	Budget	Under / Over
Revenue	\$5,426	\$21,742	\$16,316 less revenue
Operating expenses	\$1,02,597	\$1,13,359	\$10,762 underspent
Net			\$5,554 under budget

### **Fees and Charges**

8. Room hire utilisation has been less than expected and some work has been done to review the fees and charges relating to corporate hire, community rates and day hire rates. This work will be completed in January 2016 and be presented to the committee early 2016. Demand for the discounted rate hire has been higher than anticipated.

### **Security**

9. Some increased costs relate to extra security cover during peak periods. This will be reviewed as part of the 6 monthly operational review in January 2016.

### **Programming**

10. The cost of programming has been impacted by the inability to offset with class fees. After the initial “teaser” programme that was designed for the first 3 months of operations (May – June), it was identified that there was very little capacity for charging even \$5 for attending a class. Similarly classes that were asking for a gold coin “koha” were not meeting target. A revised programme is being designed for the first term of 2016 that takes this in to account.

### **Operations**

#### **Visitor numbers**

11. Te Oro has delivered a full programme of programmed classes and events over this period. The programme regularly delivers 20-24 classes per week that reach a wide audience. The number of visitors over the first quarter can be summarised as follows:

<b>Visitor Type (First quarter 15/16)</b>	<b>Number</b>
Attending a programme	4004
Attending a performance	2325
Other visits	3215
<b>Total</b>	<b>9544</b>
Visitor number target for 15/16	25000

12. Recent highlights have included:
- Urbanesia Contemporary Festival events – Sat 21st November Niu Theatre Works - first fully sold out event in Taurere – 120+ in attendance.
  - Song anatomy sessions in association with APRA including 3 Houses Down and Ria Hall

#### **Hours of operation**

13. There have been some issues arising due to the hours of operation at Te Oro not aligning with the Glen Innes Library. The period from 5:30pm – 7:00pm has seen a significant number of visitors that are not booked in to a programmed event. This will be monitored over the next few months and an update presented to the committee early 2016.

#### **Security**

14. There have been a couple of incidents of damage/graffiti to the exterior of the building and some minor incidents inside. Tagging has not been a significant issue but there has been some identified on furniture (easily removed), a Kowhatu stone was spray-painted on one occasion and marker pens used on the carved exterior panels.
15. There was one incident of the rear glass doors being prised open but no significant damage and the doors have been modified to prevent this happening in the future.
16. Static security guards have been on-site for peak periods but this has been discontinued due to the cost and the ineffectiveness of contracted guards.

### **Social Work**

17. The extent of social issues was not fully anticipated and this has had an impact on some operations. This has been especially evident on Saturdays when there are limited programmes on offer and a skeleton level of staffing to operate the centre.
18. Discussions are being held with Council staff regarding how to utilise resources from other departments / agencies. Te Oro staff will also receive training to upskill them in this area.

### **Partnerships**

19. The following partnerships are in place:
  - APRA – Australasian Performance Rights Association. Monthly Seminars with leading contemporary artists
  - Serato – DJ classes – Monthly / School Holiday programme
  - Crescendo Trust - Media Production. Mentoring / recording sessions / live jam sessions
  - Ruapotaka Marae – Kapa Haka
  - Street Dance NZ – Dance

### **Massive Theatre Youth theatre development courses**

20. These partnerships will be fully reviewed at the end of the second Quarter and assessed by reviewing utilisation, outcomes met and ability to meet requirements.
21. Specialist assistance is required to drive the marketing and communications at Te Oro. Once the full staffing model is in operation then upskilling or project based support will be considered.

### **Recognition**

22. At the recent Best Awards, Te Oro was recognised with the following awards:
  - Gold pin for the Ngā Aho Award (Alt Group with Ngāti Pāoa, Ngāti Whatua, Ngāi Tai Ki Tāmaki – Te Oro tukutuku panel)
  - Gold pin for Small Scale Website (Sons & Co and Alt Group)
  - Silver for Large Brand Identity (Alt Group)
  - Bronze for Design Craft (Alt Group - Te Oro typeface)
  - Te Oro's website was awarded the Purple Pin for the whole Interactive Category (a supreme award that recognises work that raises the bar of New Zealand design)
23. Te Oro has also been recognised for architectural quality including feature articles in Architecture Now and Metro Magazine.

### **Local Board views and implications**

24. Te Oro is funded by the Maungakiekie-Tāmaki Local Board. Three local board members represent the local board on the Te Oro Governance Committee.

### **Māori impact statement**

25. Ken Kerehoma of Ngāti Whātua Ōrākei has been appointed to the mana whenua seat on the Te Oro Committee for its first term, noting the preference expressed by mana whenua that this appointment remain in place until the end of the next triennium (four years in total)
26. Emily Karaka of Ngāi Tai ki Tāmaki has been appointed as the alternate for the mana whenua seat on the Te Oro Committee for its first term, noting the preference expressed by mana whenua that this appointment remain in place until the end of the next triennium (four years in total).

27. The importance of Mana Whenua to the local area is acknowledged through their involvement in the centre. This is reflected in the programming of Te Oro with programmes designed to be inclusive and reflect the cultural diversity of Glen Innes and Maungakiekie-Tāmaki.
28. A diverse range of creative cultural expression is celebrated, including Māori and Pacific contemporary and traditional arts and celebrations. Te Oro has incorporated this principle by hosting a range of activities that meet this objective.
29. Te Oro operates using Manaakitanga - Young people feel welcome and take an active role in hosting visitors to the centre. The local community feels welcome and takes an active role in hosting visitors to the centre. All aspects of cultural creativity are welcome.

### Implementation

30. There is nothing to implement based on this report.

### Attachments

There are no attachments for this report.

### Signatories

Authors	Stephen Johnson - Manager Arts and Culture Facilities and Assets
Authorisers	Graham Bodman - General Manager Arts, Community and Events Victoria Villaraza - Relationship Manager