

Hibiscus and Bays Local Board OPEN MINUTES

Minutes of a meeting of the Hibiscus and Bays Local Board held in the Local Board Office, 2 Glen Road, Browns Bay on Wednesday, 7 September 2016 at 4.30pm.

PRESENT

Chairperson	Julia Parfitt, JP	
Deputy Chairperson	Greg Sayers (until 6.49pm)	Item 25
Members	David Cooper	
	Janet Fitzgerald, JP	
	Gaye Harding-Kirikiri	
	Gary Holmes	
	Lovisa Rasmussen	
	Lisa Whyte	

1 Welcome

The Chairperson opened the meeting and welcomed those in attendance.

2 Apologies

There were no apologies.

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes

Resolution number HB/2016/160

MOVED by Deputy Chairperson AG Sayers, seconded by Member LM Whyte:

That the Hibiscus and Bays Local Board:

- a) **confirm the ordinary minutes of its meeting, held on Wednesday, 17 August 2016, including the confidential section, as a true and correct record.**

CARRIED

5 Leave of Absence

There were no leaves of absence.

6 Acknowledgements

There were no acknowledgements.

7 Petitions

There were no petitions.

9 Public Forum

There was no public forum.

10 Extraordinary Business

There was no extraordinary business.

11 Notices of Motion

There were no notices of motion.

14 New agreement to lease and licence to Orewa Surf Life Saving Club for redevelopment of facility at Orewa Reserve

Toto Vu-Duc, Manager Community Leases and Matthew Ward, Team Leader Parks and Open Spaces Specialists (North/West) were in attendance for this item.

Resolution number HB/2016/161

MOVED by Chairperson JG Parfitt, seconded by Member J Fitzgerald:

That the Hibiscus and Bays Local Board:

- a) **approve a variation to the Orewa Reserve Management Plan to permit accommodation for up to 30 days' duration for club members, rostered surf life-savers, reciprocal club members, and members of the public participating in surf life-saving programmes subject to public notification in accordance with the provisions of the Reserves Act 1977**
- b) **note that bunk room accommodation is recognised as a necessary requirement for surf lifesaving club operations as noted in the report**
- c) **approve Auckland Council to enter into an agreement to lease with Orewa Surf Life Saving Club for approximately 834m² of Orewa Reserve, being Part Allotment 319 Waiwera Parish as indicated on the lease plan (Attachment A) allowing the Orewa Surf Life Saving Club five years to complete the proposed development, such period commencing from the date of the resolution, subject to the following:**
 - i) **Orewa Surf Life Saving Club Incorporated securing all funding for the project prior to the commencement of construction works;**
 - ii) **Orewa Surf Life Saving Club Incorporated obtaining all regulatory consents required for the development of the facility;**
 - iii) **Include the following qualitative criteria around these conditions into the agreement to lease: exterior textured surfaces, colour scheme, mural design and landscaping**
- d) **approve Auckland Council to enter into a lease and licence with Orewa Surf Life Saving Club for approximately 834m² of Orewa Reserve, being Part Allotment 319 Waiwera Parish as indicated on the lease plan (Attachment A) upon the completion of the variation of the Orewa Reserve Management Plan, successful completion of the building project and issue of a code compliance certificate under the Building Act (CCC) on the following terms:**

for Area 1 (Attachment B) under Section 54(1)(b) of the Reserves Act 1977:

 - i) **term - 20 years with one 10-year right of renewal**
 - ii) **commencement - date immediately following the issue of CCC**
 - iii) **rent – \$1.00 plus GST per annum if demanded**
 - iv) **the community outcomes plan (Attachment C) be approved and attached to the lease document**
 - v) **permitting clauses to be included in the lease for limited accommodation for surf life-saving purposes if the variation to the Orewa Reserve Management Plan is approved**
 - vi) **all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines 2012**

for Area 2 (Attachment B) under Section 54(1)(d) of the Reserves Act 1977:

 - vii) **apply the same terms as Area 1 above except additional specific criteria**

for the grant of any sublease of Area 2 to a third party as below:

- a. sub-lease is permitted under the head-lease
 - b. third party operator is identified through a publicly contestable process and sub-lease rent is no less than market value
 - c. should a sub-lease be agreed on these terms, then the rent under the head lease paid by the club to Auckland Council be 2.5% of gross revenue
- e) approve the renewal of existing lease to Orewa Surf Life Saving Club by a deed dated 12 March 2008 on the following terms and conditions:
- i) Term: 10 years commencing 1 December 2017
 - ii) Rent: \$10.00 plus GST per annum if demanded.

A division was called for, voting on which was as follows:

<u>For</u>	<u>Against</u>	<u>Abstained</u>
Member DR Cooper		
Member J Fitzgerald		
Member GA Harding-Kirikiri		
Member GR Holmes		
Chairperson JG Parfitt		
Member LC Rasmussen		
Deputy Chairperson AG Sayers		
Member LM Whyte		

The motion was declared **CARRIED** by 8 votes to 0. Resolution number HB/2016/162

CARRIED

12 Hibiscus and Bays Local Grants: Round One 2016/2017

Kim Hammond, Community Grants Advisor was in attendance for this item.

Resolution number HB/2016/163

MOVED by Member J Fitzgerald, seconded by Member DR Cooper:

That the Hibiscus and Bays Local Board:

- a) agree to fund, part fund or decline each application in this round.

Table One: Hibiscus and Bays Local Board Grants Round one applications.

Application No	Organisation Name	Project	Amount Requested	Amount Allocated	Reasons/ Conditions
LG1706-129	Centrestage Theatre Company (Orewa) Incorporated	Towards advertising, technical experience and ticketing expenses for the "Sound of Music" production between October to	\$9,250.00	\$5,000.00	

		November 2016			
LG1706-111	Stage 51 Limited	Towards the costs of setting up the sound and production of the "Orewa Christmas at the Beach" event in December 2016	\$7,000.00	\$5,000.00	
LG1706-115	Dance Therapy NZ	Towards the salaries and wages for therapist's and assistant fees, project coordinator, the purchase of equipment and advertising and venue hire of 5 Akoranga Drive, Northcote between September to December 2016	\$4,962.00	\$1,500.00	
LG1706-120	Orewa College	Towards the purchase of a piano for the Orewa Arts and Events Centre in December 2016	\$8,608.00	\$5,000.00	
LG1706-127	Rodney Aphasia Group Incorporated	Towards the salaries and wages for the administrator, cost of venue hire, advertising, purchase of stationery, photocopying, fees for tutors to attend training courses and conferences and mileage between January 2017 to December 2017	\$4,000.00	\$2,000.00	
LG1706-128, LG1706-131 and LG1706-139	Mairangi Bay Business Association	Towards the purchase of 20 Christmas wreathes, a banner and publicity costs	\$8,900.00	\$5,900.00	

		for the “Buy Local” campaign, costs of advertising, posters, printing of photos, prizes and miscellaneous costs for the “Memories of Mairangi” event between October 2016 to March 2017			
LG1706-130	Mairangi Bay Business Association	Towards the costs of traffic management, advertising, hireage of security, rubbish bins, portaloos, fencing, furniture, entertainment and purchase of decorations for the “2017 Food and Wine Festival” in March 2017	\$15,000.00	\$10,000.00	
LG1706-132	Parent to Parent Auckland	Towards the salaries and wages for the regional coordinator between October 2016 to September 2017	\$5,000.00	\$2,000.00	
LG1706-136	Hibiscus Coast Youth Council Incorporated	Towards the salaries and wages for youth development staff, youth staff trainers, counsellors, mentors for the “Safe Spaces” programme between October 2016 to September 2017	\$45,032.00	\$10,000.00	Note that no funding to be released until previous resolution has been actioned and reported back to the local board no later than 31 January 2017
LG1706-137	Coast Youth Community Trust	Towards the wages and salaries for a	\$10,000.00	\$2,800.00	

		youth worker between August 2016 to July 2017			
LG1706-142	Recreation Solutions Limited	Towards the costs of the restoration plan for the "Taiaotea Stream and Coastal Forest Community Restoration" project between November 2016 to December 2017	\$10,000.00	\$3,240.00	Providing Recreation Solutions Limited works with Environmental Services in carrying out this project
LG1706-112	Main Street Orewa t/a Destination Orewa Beach	Towards the costs of hireage of staging, sound system, accommodation and air travel for performers for the "Boulevard Arts Fiesta", "Boulevard of Buskers Festival" and "Orewa Beach Sand Castle" competition between February to March 2017	\$8,500.00	\$8,500.00	
LG1706-116	The Charitable Trust of the Rotary Club of Whangaparaoa	Towards the hireage of fencing, crowd control barriers, portaloos, rubbish bins, sound system and purchase of spare trolley parts for the "2017 Rotary Soap Box Derby" in April 2017	\$10,000.00	\$0	Funded from Event Partnership Fund
LG1706-117	45 Events (Orewa Beach Series)	Towards the cost of on-water safety between December 2016 to March 2017	\$8,500.00	\$5,000.00	

LG1706-125	Sanitarium Health and Wellbeing Company	Towards the costs of having four containers delivered and removed from the venue for the 2017 "Hibiscus Coast Sanitarium Weetbix Kids Tryathlon" in March 2017	\$5,000.00	\$4,000.00	
LG1706-101	Wentworth Sailing & Outdoor Pursuits Club Incorporated	Towards the replacement costs of sails, covers and beach trailers for the existing three 420's boats between October 2016 to April 2017	\$6,883.00	\$3,919.20	
LG1706-104	OnBoard Skate Incorporated	Towards the costs of skateboard and scooter instructor for the "Skate and Scooter Safe" programme at The Plaza, Whangaparaoa , Browns Bay Skatepark, Red Beach Primary School and Silverdale School between October 2016 to September 2017	\$12,520.00	\$0	Looking at accounting reports, further discussions required with applicant
LG1706-105	Whangaparaoa School	Towards the installation of a bike and pump track at Whangaparaoa School, 3 Ladies Mile, Manly between October 2016 to January 2017	\$7,000.00	\$7,000.00	It has been confirmed by the Whangaparaoa School Board of Trustees that this facility will be open for use by the public
LG1706-113	Bowls Orewa Incorporated	Towards the purchase of a mower between November 2016 to February	\$9,000.00	\$3,000.00	

		2017			
LG1706-135	Whangaparaoa Tennis Club	Towards the costs to resurface six tennis courts at Edith Hopper Park, Manly in May 2017	\$10,000.00	\$10,000.00	
		Total amount requested:	\$205,155		
		Total amount allocated:		\$93,859.20	

- b) Agree to fund, part-fund or decline each application in the multi-board applications

Table Two Multi-board Applications.

Application No	Organisation	Project	Amount Requested	Amount Allocated	Reasons/ Conditions
LG1702-113	English Language Partners - North Shore	Towards the venue hire of the New Zealand Hibiscus Coast Community House between February to June 2017	\$4,335.13	\$0	Receives central government funding
LG1702-122	Auckland North Community and Development Incorporated	Towards the costs of presenters fees, venue hire, mileage and advertising for the "Five Good Ideas" programme between October 2016 to July 2017	\$2,000.00	\$1,500.00	For venue hire only
LG1706-114	Love Soup	Towards transportation costs, purchase of garden equipment, cleaning supplies, kitchen supplies, groceries for meals and costs for accountant between November 2016	\$4,999.00	\$3,000.00	For kitchen supplies

		to June 2017			
LG1717-106	Age Concern North Shore Incorporated	Towards overheads including rent, power, webpage, computer information services, postage, printing, stationery, Annual General Meeting (AGM) costs, newsletters, volunteer costs, resources for the Chinese group, transport and total mobility scheme assessments from 1 October 2016 to 31 March 2017	\$11,400.00	\$5,000.00	
LG1701-115	Outline New Zealand Incorporated	Towards the costs to train volunteers for the specialist Lesbian, Gay, Bisexual, Transgender, Intersex and Queer helpline between October 2016 to September 2017	\$2,000.00	\$1,000.00	
LG1706-141	Zeal Education Trust	Towards the costs of running lunchtime festivals at Orewa College, Long Bay College, Kingsway School, Wentworth College, Murray's Bay Intermediate, Northcross Intermediate, The Corelli School and Whangaparoa	\$9,988.00	\$0	The local board's funding focus is on their own youth groups

		College between February to June 2017			
LG1608-111	The Korean Society of Auckland Incorporated	Towards the hireage of the North Shore Events Centre and volunteer costs for the "2017 Korean Day" event in April 2017	\$600.00	\$600.00	
LG1717-117	Emote Trust	Towards production costs to host "Dancing in the Park Christmas Eve" event in December 2016	\$10,000.00	\$0	Event not in local board area
LG1706-133	Gymnastics Community Trust	Towards the operational costs for Gymnastics Community Trust between October 2016 to September 2017	\$10,000.00	\$0	Officers discussing funding of specific events
LG1702-104	Badminton North Harbour Incorporated	Towards the costs for replacing the carpet in the entrance, passageway, mezzanine, bar and kitchen at 47 Bond Crescent, Forrest Hill between November to December 2016	\$7,500.00	\$6,171.00	
LG1717-111	Browns Bay Bowling Club Incorporated	Towards a feasibility study and needs assessment to establish the "Browns Bay Sporting Hub" between October 2016 to March 2017	\$18,000.00	\$18,000.00	
		Total amount requested:	\$87,841.13		
		Total amount		\$35,271.00	

		allocated:			
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- c) Request an update from staff on the Hibiscus Coast Youth Council Funding Agreement and key performance measures and results in accordance with resolution HB/2016/102 (15 June 2016) to provide emergency funding for the Youth Council operations
- d) Transfer \$10,000 from the local board Locally Driven Initiatives Community Grants budget to the Events Partnership budget
- e) Allocate \$10,000 to the Charitable Trust of The Rotary Club of Whangaparaoa from the Locally Driven Initiatives Events Partnership budget for the Soap Box Derby.

CARRIED

13 Hibiscus and Bays: Quick Response, Round One 2016/2017

Kim Hammond, Community Grants Advisor was in attendance for this item.

Resolution number HB/2016/164

MOVED by Member J Fitzgerald, seconded by Member LM Whyte:

That the Hibiscus and Bays Local Board:

- a) Agree to fund, part fund or decline each application in this round.

Table One: Hibiscus and Bays Local Board Quick Response Grants Round one applications.

Application No	Organisation	Project	Amount Requested	Amount Allocated	Reasons/ Conditions
QR1706-101	The Art Lab (Star Arts)	Towards the hireage of the Estuary Arts Centre, advertising and purchase of materials for the 2016 "Art Lab Youth Shoe in" October 2016	\$1,000.00	\$713.00	Venue hire, clay and laser cutting
QR1706-106	Violence Free Communities (umbrella organisation for Rowan Trusewich)	Towards the purchase of building and installations materials the 'Who am I' project in October 2016	\$1,577.00	\$1,500.00	
QR1706-104	Respite New Zealand	Towards the cost of advertising and marketing for the "Trinity's Trott" event in September 2016	\$1,400.00	\$1,000.00	
QR1706-105	Parent to	Towards the	\$2,000.00	\$0	No evidence

	Parent Auckland	cost of the seminars between October 2016 to September 2017			of local benefit
QR1706-108	Orewa College	Towards the cost of repainting the interior of the Arts Centre at 76-80 Riverside Road, Orewa in October 2016	\$2,000.00	\$0	Funding provided towards a new piano in the large grants fund
QR1706-109	Red Beach Ladies Probus Club	Towards the hireage of the Methodist Church Hall and transportation costs between August 2016 to July 2017 *funds to be released retrospectively	\$1,200.00	\$1,000.00	
QR1706-110	Equestrian 4 Everyone	Towards the farrier and dentist between January to September 2017	\$2,000.00	\$2,000.00	
QR1706-112	Youthline Auckland Charitable Trust	Towards the purchase of vests between October to December 2016	\$1,500.00	\$0	Funds not necessarily used in local board area
LG1706-134	A Women's Heart	Towards the purchase of chairs in October 2016 *funds to be released retrospectively*	\$478.00	\$415.00	
QR1706-111	Urban EcoLiving Charitable Trust	Towards the wages and salaries for the lead educator, education assistant and mileage for the Tread Lightly Caravan visit to Orewa School in October 2016	\$1,966.00	\$1,000.00	
LG1706-122	Hibiscus Coast Writers Incorporated	Towards the costs of the hireage of the Kingsway School Junior Campus,	\$3,700.00	\$2,000.00	

		equipment hire, koha for keynote speaker and transportation, accommodation and catering for the 'A readers and writers showcase' in June 2017			
QR1706-103	Special Olympics Hibiscus Coast	Towards the registration fees for the "2016 Trans-Tasman Tournament" in November 2016	\$1,850.00	\$1,500.00	
QR1706-113	Hibiscus Coast Cricket Club Incorporated	Towards the purchase of modified containers between September 2016 to August 2018	\$2,000.00	\$2,000.00	
LG1706-140	North Harbour Hockey Association Incorporated	Towards the hireage of Pascoe Courts, purchase of equipment, umpire development costs and wages for the Coordinator between October 2016 to February 2017	\$1,800.00	\$1,800.00	
		Total amount requested:	\$24,471.00		
		Total amount approved:		\$14,928.00	

CARRIED

19 Funding for new hockey turf on Metro Park East

Anita Coy-Macken, Provision Team Leader Sport and Recreation was in attendance for this item

Resolution number HB/2016/165

MOVED by Chairperson JG Parfitt, seconded by Member J Fitzgerald:

That the Hibiscus and Bays Local Board:

- a) **Allocate \$50,000 from the 2016/2017 Hibiscus and Bays Local Board Locally Driven Initiative Capital Fund as a capital grant to the Hockey Hibiscus Trust for the development of a multi-purpose hockey turf at Metro Park East.**

CARRIED

15 Hibiscus and Bays Local Board Community Facilities Renewals Work Programme 2016/2017

Resolution number HB/2016/166

MOVED by Chairperson JG Parfitt, seconded by Member GA Harding-Kirikiri:

That the Hibiscus and Bays Local Board:

- a) **approve the Community Facilities: Renewals Work Programme 2016/2017 – Local Parks, Sport and Recreation (Attachment A, dated 7 September 2016) and report back quarterly on progress and earlier if any changes or amendments are required**
- b) **delegate to the local board chairperson and the Facilities and Reserves Committee chairperson, authority to approve any changes to the work programme providing the matter has been work shopped with the full local board or the Facilities and Reserves Committee as appropriate and prior to any decision being made**
- c) **note that the 2016/2017 funding envelope is indicative to deliver this programme of work and any budget variances (within scope) will be managed within the total region-wide renewals funding envelope.**

CARRIED

16 East Coast Bays Community Project 2015/2016 Report and 2016/2017 Funding Agreement

Resolution number HB/2016/167

MOVED by Member LM Whyte, seconded by Member DR Cooper:

That the Hibiscus and Bays Local Board:

- a) **receive the 2015/2016 accountability report (Attachment A, dated 7 September 2016, named Schedule 1) for the East Coast Bays Community Project**
- b) **approve the draft Schedule 1 to the 2016/2017 funding agreement for the East Coast Bays Community Project to deliver activities and events**
- c) **request that staff in consultation with the East Coast Bays Community Project Trust prepare strategic priorities for inclusion in the 2016/2017 schedule and report back at the first business meeting of the new local board.**

CARRIED

18 Whangaparaoa Business Survey

Resolution number HB/2016/168

MOVED by Member GR Holmes, seconded by Member J Fitzgerald:

That the Hibiscus and Bays Local Board:

- a) **Accept the Whangaparaoa Business Survey Report Final dated 14 June 2016.**

CARRIED

20 Stanmore Bay Pool and Leisure Centre Senior Admission Fees

Resolution number HB/2016/169

MOVED by Member J Fitzgerald, seconded by Member LM Whyte:

That the Hibiscus and Bays Local Board:

- a) **revoke part of clause b) of resolution HB/2016/116 to increase the senior 12 month membership fee to \$743.60 and the increases to the Senior Casual Swim, Casual Fitness as Casual Group Fitness fees and replace it as follows:**
- i) **approve a new Senior 12 month membership fee of \$410.00 (new members only) for the 2016/2017 financial year and to take effect from 1 October 2016**
 - ii) **approve a new Senior Casual Swim fee of \$5.50 for the 2016/2017 financial year and to take effect from 1 October 2016**
 - iii) **approve a new Senior Casual Fitness fee of \$5.50 for the 2016/2017 financial year and to take effect from 1 October 2016**
 - iv) **approve a new Senior Casual Group Fitness fee of \$5.50 for the 2016/2017 financial year and to take effect from 1 October 2016.**

CARRIED

21 Panuku Development Auckland Local Board Update 1 January to 30 June 2016

Helga Sonier, Senior Engagement Advisor, Panuku Development Auckland was in attendance.

Resolution number HB/2016/170

MOVED by Chairperson JG Parfitt, seconded by Deputy Chairperson AG Sayers:

That the Hibiscus and Bays Local Board:

- a) **receive the Panuku Development Auckland Local Board Update 1 January to 30 June 2016.**

CARRIED

23 New Road Name Approval for the Proposed Road at Long Bay

Ellen Barrett, Elected Member Relationship Manager was in attendance for this item.

The Chairperson took the opportunity to thank Mrs Barrett, on behalf of the local board, for all her assistance over the last three years.

Resolution number HB/2016/171

MOVED by Member GR Holmes, seconded by Member LM Whyte:

That the Hibiscus and Bays Local Board:

- a) **approve Glenvar Ridge Road for the new road created at Long Bay in accordance with section 319(1)(j) of the Local Government Act 1974.**

CARRIED

22 Community Facilities Maintenance Contracts 2017

Resolution number HB/2016/172

MOVED by Chairperson JG Parfitt, seconded by Member J Fitzgerald:

That the Hibiscus and Bays Local Board:

- a) requests that the changes must enhance, not reduce, the amount of support available to the local board from staff and their reporting on issues related to Parks and Building Maintenance
- b) expresses concern that the local board has not seen the proposed structure being suggested to support this model and requests that the Chief Executive presents to the incoming local board on how this new structure will support local boards
- c) acknowledges the need for the proposed approach for the 2017 Parks and Building Maintenance Contracts
- d) requests that the proposed outcomes reflect local character, not one generic outcome across the region
- e) support the move to more outcomes focussed Parks and Building Maintenance Contracts, noting that some prescriptive requirements will remain to ensure that the transition to the new approach is successful over time
- f) requests that as part of the 2017 Parks and Building Maintenance Contracts an independent auditing function be set-up to assess the success of the 'outcomes' so local boards do not need to rely solely on the community to monitor performance and that this be reported to the local boards on a quarterly basis or more regularly if required
- g) supports an approach that achieves quicker response maintenance and times

Geographical clusters and term of contracts

- h) is generally satisfied that the size and makeup of the Tahi geographic cluster is fit for purpose and notes that the main difference to the geographical cluster is the removal of the Rodney Local Board area and that reduction in size is acknowledged although the size of the Tahi area could have been further reduced to ensure better service delivery
- i) requests that the length of the 2017 Parks and Building Maintenance Contracts be a maximum of five years and that any rights of renewal are made at the end of each term and are based on pre-determined performance criteria and Key Performance Indicators which should be agreed by local boards
- j) requests that any breaches of contract are immediately responded to and that the relevant local board is advised at the quarterly update of the breach and any actions that are taken

Proposed service specifications

- k) requests that the proposed service specifications outcomes for the 2017 Parks and Building Maintenance Contracts are reviewed to remove all subjective statements (such as high-quality, visually pleasing and quick response) and replaced with definitive, objective statements
- l) requests that the service specification for "Sports Park" remove the references to "typically at a higher maintenance standard than local neighbourhood parks" and replace these with actual and meaningful metrics with which to judge the

- outcomes for Sports Parks
- m) notes that some boat ramps, jetties and wharves that are the responsibility of Auckland Transport will not be part of the proposed maintenance contracts and requests that council work with Auckland Transport to align Auckland Transport's outcomes with the service specifications for "Esplanades, Beaches and Coastal Areas" to avoid differing service levels for the same type of assets
 - n) requests that the service specification for "Esplanades, Beaches and Coastal Areas" include:
 - i) a full definition of "major urban beaches" or that a definitive list of the "major urban beaches" is provided for the local board's review, noting that the list provided is indicative only
 - ii) a definitive list of the "number of beaches" which require sand replenishment/repositioning, noting that the list provided is indicative only
 - iii) an explanation on the proposed cleaning of all toilet/changing rooms in esplanades, beaches and coastal areas, noting that the service specification only provides an outcome for "toilet/changing room cleaning for major urban beaches and adjacent reserves"
 - o) requests confirmation of the council's service standard in relation to the maintenance and up-keep of council owned cemeteries prior to ANZAC and other commemorative events and activities as this has been a recurring annual issue
 - p) notes that the staff have confirmed that the existing 2015/2016 service levels will become the 'standard' levels of service in the 2017 Parks and Building Maintenance Contracts and any specific current or future enhancements beyond this standard will be identified in the contracts to ensure that the service levels do not reduce

Smart Procurement principles

Local delivery and Community Empowerment

- q) considers that providing more opportunities for local suppliers for the 2017 Parks and Building Maintenance Contracts will allow for:
 - i) greater economic opportunities for these local providers
 - ii) greater pride and ownership in the work and consequently better standards
 - iii) economic development in local areas, including jobs closer to where people live
 - iv) sensible outcomes allowing local people to deliver a service quickly and efficiently rather than waiting for a contractor to travel vast distances for a small job
- r) suggests a mechanism is created for bringing small and medium sized contractors and community enterprises together with big contractors to broker partnering arrangements as the current proposal has an inbuilt preference towards larger companies
- s) suggests that the Smart Procurement Principle "local community" be strengthened further with an amendment stating that service delivery should be delivered locally wherever that is practicable
- t) requests a definition of what would be considered local providers and suppliers

- under the Smart Procurement Principles
- u) supports staff incorporating creative solutions and opportunities to build community empowerment into the 2017 Parks and Building Maintenance Contracts e.g. a local community group could undertake all the maintenance of a local park
 - v) requests that the 2017 Parks and Building Maintenance Contracts be designed to allow for enough flexibility to allow community empowerment opportunities to be increased on an annual basis as more local groups and small business build capacity to deliver locally (this will ensure that the tight timeframes for the new contracts will not lock these groups out for five or more years)
 - w) requests that staff, when considering the tenders for the 2017 Parks and Building Maintenance Contracts, give greater weight to tenderers who have included a majority of local suppliers and groups from across the Hibiscus and Bays Local Board area in their tenders. It is the local suppliers and groups that have the flexibility to undertake specific local requirements and are able to work in with volunteer groups
 - x) requests that staff, as per the Auckland Council's procurement policy, ensure that local suppliers are provided advice and support so they have a full and fair opportunity to compete for the 2017 Parks and Building Maintenance Contracts, including ensuring that the process as to how the new approach is conveyed to local suppliers and community groups allows for a single integrated approach to procurement, service delivery and community empowerment
 - y) requests that as part of the new 2017 Parks and Building Maintenance Contracts successful tenders are required to ensure local sub-contractors (community groups and small businesses) are paid a fair and reasonable rate
 - z) requests that the 2017 Parks and Building Maintenance Contracts have a "local impact assessment" as part of the procurement process as per the Auckland Council's procurement policy and requests that local boards have input at the strategic level on the development of the "local impact assessment"
 - aa) requests that an open tender process continues for all capital projects

Sustainability

- bb) requests that staff ensure that the 2017 Parks and Building Maintenance Contracts provide a sustainable procurement approach as per the Council's procurement policy which includes "increased local spend and enhanced local capability where appropriate"
- cc) requests that the sustainable procurement approach also requires that where practical the use of environmentally friendly products e.g. cleaning products

Service level changes

- dd) requests that the 2017 Parks and Building Maintenance Contracts be designed to allow for enough flexibility for local boards to make minor changes to levels of service without the need for locally driven initiative funding
- ee) requests that the 2017 Parks and Building Maintenance Contracts be designed to enable local boards to use locally driven initiative funding for increases to levels of service on an annual basis
- ff) requests that staff ensure that increases to levels of service resulting from the planned growth for Auckland are built into the 2018-2028 Long-term Plan to ensure that local boards' locally driven initiative funding is not required to cover a potential shortfall in asset-based services funding

Performance Measures

- gg) requests that simple and measurable Key Performance Indicators and penalties for non-performance are included in the 2017 Parks and Building Maintenance Contracts
- hh) requests that the simple and measurable Key Performance Indicators developed for the 2017 Parks and Building Maintenance Contracts are used to inform the measures for the 2018-2028 Long-term Plan as this will enable local boards to have better governance oversight of contract delivery and performance
- ii) seeks confirmation that the Auckland Council will adopt an internal audit approach rather than a contractor self-audit process
- jj) proposes that there is a built in review period at six months with feedback to the local boards on the first six months

Reporting, advice and ongoing support

- kk) seeks confirmation that there is no intention to reduce the existing 2015/2016 service levels as part of the 2017 Parks and Building Maintenance Contracts and requests staff to provide options to address any proposed reductions to the affected local boards for consideration within existing asset-based services budgets
- ll) requests that staff provide local boards with timely, relevant and high-quality advice during the annual planning process which will enable local boards to make informed level of service decisions following consultation with the community as part of the annual planning process
- mm) requests information on the performance of contractors against the 2017 Parks and Building Maintenance Contracts and information on customer queries and requests for service that relate to these contracts as part of the regular local board quarterly reports
- nn) requests confirmation as to how the new contracts will be managed by Community Facilities and how the local boards will be supported by the council, including confirmation that resourcing will be sufficient to provide timely service and advice to local boards and how the model will enhance the local board's current level of support, - i.e. which staff will work with locals boards at relevant portfolio, workshop and business meetings
- oo) requests that Community Facilities work closely with the council-controlled organisations and the rest of the council family to ensure that service delivery is collaborative and integrated
- pp) requests that maintenance (such as lawn mowing) for community-owned assets that provide valuable community services, e.g. community halls, be included in the 2017 Parks and Building Maintenance Contracts.

CARRIED

24 Temporary arrangements for urgent decisions and staff delegations during the election period

Resolution number HB/2016/173

MOVED by Chairperson JG Parfitt, seconded by Member DR Cooper:

That the Hibiscus and Bays Local Board:

- a) utilise the local board's existing urgent decision-making process for urgent decisions that may be needed between the final local board business meeting

and the commencement of the term of office of new local board members.

- b) note that from the commencement of the term of office of new local board members until the inaugural meeting of the incoming local board, urgent decision-making will be undertaken by the chief executive under existing delegations.
- c) approve that staff, as a temporary measure, can make business as usual decisions under their existing delegated authority without requiring compliance with the requirement in the current delegation protocols to consult with the nominated local board members from 8 October 2016 until new arrangements are made at the first business meeting in the new term and that staff record and report any decisions back to the local board at the first business meeting of the new term.
- d) note that existing appointments by the local board to external bodies will cease at the election and new appointments will need to be made by the local board in the new term.

CARRIED

27 Record of Workshop Meetings

Resolution number HB/2016/174

MOVED by Deputy Chairperson AG Sayers, seconded by Member J Fitzgerald:

That the Hibiscus and Bays Local Board:

- a) endorse the records of the workshop meetings held on 3 and 10 August 2016.

CARRIED

26 Local Board Members Reports

There were no members reports.

29 Procedural motion to exclude the public

Resolution number HB/2016/175

MOVED by Chairperson JG Parfitt, seconded by Member GR Holmes:

That the Hibiscus and Bays Local Board:

- a) exclude the public from the following part(s) of the proceedings of this meeting.
- b) agree that Paul Clark, Principal Policy Analyst be permitted to remain for Confidential Item C1 Acquisition of Land for Open Space – Silverdale North after the public has been excluded, because of his knowledge of the matter to be discussed, which will help the Hibiscus and Bays Local Board in its decision-making.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Acquisition of Land for Open Space - Silverdale North

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>In particular, the report contains information about land that council may acquire for open space purposes.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>In particular, the report contains information about land that council may acquire for open space purposes.</p>	<p>s48(1)(a)</p> <p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>

C2 Sponsorship Proposal

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>In particular, the report contains reference to the agency intending to fund this project.</p>	<p>s48(1)(a)</p> <p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

CARRIED

5.45pm The public was excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

5.55pm The public was re-admitted.

RESTATEMENTS

It was resolved while the public was excluded:

C1 Acquisition of Land for Open Space - Silverdale North

That there be no restatement of this confidential report, attachments of resolutions for the acquisition of land for public open space in Silverdale until the purchase is settled, and only then is the resolution to be restated.

C2 Sponsorship Proposal

That there be no restatement of this confidential report, attachments or resolutions.

17 Browns Bay Centre Plan 2016

Resolution number HB/2016/176

MOVED by Chairperson JG Parfitt, seconded by Member J Fitzgerald:

That the Hibiscus and Bays Local Board:

- a) acknowledge the feedback received on the draft Browns Bay Centre Plan**
- b) direct staff to make amendments to the Browns Bay Centre Plan 2016 in accordance with the feedback received**
- c) enter into discussions with Auckland Transport and other key stakeholder groups to agree a staged implementation plan that prioritises the movement of pedestrians and cyclists on the approach to the town and town centre area**
- d) enter into discussions with Panuku Development Auckland to encourage a review of council-owned assets in Browns Bay and the future role they may play in the development of the town**
- e) delegate to the local board chairperson the authority to confirm the final changes, including minor editorial changes to the Browns Bay Centre Plan document**
- f) allocate up to \$6,500 from the local board Locally Driven Initiatives Planning and Development budget for the design and publication of the Browns Bay Centre Plan and the Orewa Centre Plan**
- g) request that the final documents are distributed to key stakeholders and placed on the local board and council websites.**

CARRIED

Dinner adjournment 6.03pm – 6.30pm

8 Deputations

8.1 Browns Bay Bowling Club/Sporting Hub Proposal

Tim Preston, President, Browns Bay Bowling Club, Kerry Kay, Vice President East Coast Bays RSA, and Mat Walsh, Sport and Recreation Advisor, were in attendance to discuss a proposal to establish and build a community and recreational facility hub at Freyberg Park.

The Chairperson took the opportunity to acknowledge the assistance of the Upper Harbour Local Board in this matter and asked Member Whyte to convey the local board's thanks.

The Chairperson also thanked Mr Walsh for his assistance to the local board over the last two years.

Resolution number HB/2016/177

MOVED by Chairperson JG Parfitt, seconded by Member LM Whyte:

That the Hibiscus and Bays Local Board:

a) thank Mr Preston for his deputation.

CARRIED

Deputy Chairperson AG Sayers left the meeting at 6.46pm.

8.2 Metro Park East Hockey Turf

This item was withdrawn.

24 Ward Councillors Update

The ward councillors were not in attendance

27 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

The Chairperson thanked Members Harding-Kirikiri and Rasmussen for their contribution over the past three years, wished the other members well for the election and also took the opportunity to thank the staff for their assistance.

6.55 pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

In accordance with Clause 3.19.2 of the Auckland Council Local Board Standing Orders, we hereby confirm the correctness of the minutes of the last meeting of the Hibiscus and Bays Local Board, held on Wednesday, 7 September 2016 prior to the next Auckland Council election.

.....
Julia Parfitt, Chairperson

.....
Lesley Jenkins Relationship Manager
(delegate of the chief executive)