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## Ōtara-Papatoetoe Local Board

### OPEN Minutes

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Minutes of a meeting of the Ōtara-Papatoetoe Local Board held in the Manukau Chambers, Level 1, Manukau Civic Centre, 31-33 Manukau Station Road, Manukau on Monday, 19 September 2016 at 5.00pm.

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#### **PRESENT**

<b>Chairperson</b>	Fa'anānā Efeso Collins
<b>Deputy Chairperson</b>	Ross Robertson, QSO, JP
<b>Members</b>	Lotu Fuli
	Mary Gush
	Donna Lee (from 5.08pm to 6.49pm)
	John McCracken

**ABSENT** Stephen Grey

#### **ALSO PRESENT**

Councillor Alf Filipaina (to 5.32pm)  
Councillor Arthur Anae (to 6.00pm)

#### **IN ATTENDANCE**

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**1 Welcome**

Fa'anānā Efeso Collins opened the meeting in karakia.

**2 Apologies**

Resolution number OP/2016/158

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board accept the apology from Member Stephen Grey for absence.**

**CARRIED**

**3 Declaration of Interest**

Member Fuli declared an interest in respect of the Hindu Heritage Research Foundation New Zealand local grant funding application at item 20 - Otara-Papatoetoe Local Grants and Quick Response Round One 2016/2017 applications.

Deputy Chair Robertson declared an interest in respect of the Papatoetoe Central Main Street Society Incorporated, Papatoetoe Senior Citizens Club Incorporated and the Hindu Heritage Research Foundation New Zealand local grant funding applications at item 20 - Otara-Papatoetoe Local Grants and Quick Response Round One 2016/2017 applications.

**4 Confirmation of Minutes**

Resolution number OP/2016/159

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board confirm the ordinary minutes of its meeting, held on Monday 15 August 2016, as a true and correct record.**

**CARRIED**

Resolution number OP/2016/160

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board confirm the ordinary minutes of the Dog Access Hearing Panel meeting, held on Wednesday, 31 August 2016, as a true and correct record.**

**CARRIED**

**5 Leave of Absence**

There were no leaves of absence.

Secretarial note: Member Lee joined the meeting at 5.08pm.

## **6 Acknowledgements**

### **6.1 Acknowledgement of retiring Local Board Member**

The Chair acknowledged retiring Local Board Member Stephen Grey.  
Deputy Chair Robertson added his acknowledgment of Member Grey.

### **6.2 Acknowledgement of retiring Ward Councillor**

The Chair acknowledged retiring Councillor Anae Arthur Anae.  
Member Fuli added her acknowledgment of Councillor Anae.  
Deputy Chair Robertson added his acknowledgment of Councillor Anae.  
Member Gush added her acknowledgment of Councillor Anae.

### **6.3 Acknowledgement of retiring Mayor Len Brown**

The Chair acknowledged the retiring Mayor Len Brown.

### **6.4 Acknowledgement of Local Board Services staff**

The Chair acknowledged the Local Board Services team past and present and thanked them for their services over the past three years.

### **6.5 Acknowledgement of Chair Fa'anānā Efeso Collins**

Deputy Chair Robertson acknowledged the Chair Efeso Collins who is not seeking re-election to the local board.

Member Fuli added her acknowledgement of Chair Efeso Collins.

## **7 Petitions**

There were no petitions.

## **8 Deputations**

There were no deputations.

## **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.

**12 Manukau Ward Councillors Update**

Resolution number OP/2016/161

MOVED by Chairperson E Collins, seconded by Deputy Chairperson HVR Robertson:

**That the Ōtara-Papatoetoe Local Board receive the verbal reports from Councillor Filipaina and Councillor Anae.**

**CARRIED**

**13 Ōtara Papatoetoe Local Board members portfolio update**

Resolution number OP/2016/162

MOVED by Chairperson E Collins, seconded by Deputy Chairperson HVR Robertson:

**That the verbal and written reports from the Ōtara-Papatoetoe Local Board portfolio holders be received.**

**CARRIED**

**Attachments**

- A Deputy Chair Robertson report
- B Member Fuli report
- C Member Gush report

Secretarial note: With the agreement of the meeting item 33 was brought forward and taken after item 13 at 5.41pm.

**14 Colin Dale Park (motorsport precinct) implementation requirements.**

Resolution number OP/2016/163

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board:**

- a) **note the boards resolution OP/2016/36, requesting Regional Facilities Auckland to develop a facility at Colin Dale Park for speedway, to develop and promote the park as Auckland's main venue for all types of motorsport activities, and to work with local board and council staff to ensure that the park be considered a regional facility, among other things.**
- b) **request Parks, Sport and Recreation staff to ensure that all operational decisions and arrangements for Colin Dale Park (including lease provisions and the placement of structures) are consistent with the overall intention of OP/2016/36.**
- c) **approve the Terms of Reference for the Colin Dale Park Motorsport Management Committee, which will advise and co-ordinate the operation and development of the park, amended to include an additional member to represent Regional Facilities Auckland, and a process for the addition of representatives of future user groups.**
- d) **request Manager Parks to update the local board on the Colin Dale Park Motorsport Management Committee through the board's quarterly performance report.**

- e) adopt the Colin Dale Park Operations Management Plan, which will be submitted to council's regulatory authority for approval.
- f) allocate \$21,300 (excl GST) from the 2016/2017 community response budget to develop landscape plans and an on-going monitoring and maintenance programme for planting.
- g) confirm any further development on the park will be in accordance with the final landscape plans.
- h) delegate landowner approval to the Head of Community Relations for outdoor sport facilities on Colin Dale Park as follows: pontoon, decks, picnic tables and other outdoor furniture, bike racks, fences and gates, concrete pads for wash down areas, finish poles/banner, footpaths, irrigation, pit areas, temporary toilets, temporary safety barriers, start gates, points hut, track boards, race track construction, starters box/safety stand, sheds less than 10m<sup>2</sup>.
- i) request the Head of Community Relations, in agreement with Regional Facilities Auckland exercise its delegation of the land owner approval status.
- j) agree permanent buildings included on the 2013 Colin Dale Park Master Plan will be reported to the local board at the time a lessee requests landowner approval

**CARRIED**

## 15 Māori input into local board decision making

Resolution number OP/2016/164

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**The Ōtara-Papatoetoe Local Board:**

- a) support in principle the Māori input into local board decision-making co-design recommendations presented by local board and mana whenua representatives to a hui of their respective organisations on 29<sup>th</sup> August 2016 as follows:
  - i) Provide a representative mana whenua body for local boards to engage directly with at a local board governance level.
  - ii) Initiate Te Ao Māori 101 training for election candidates in the three local board areas.
  - iii) Involve mana whenua in the design and delivery of Te Ao Maori 101 training for local board members.
  - iv) Mana whenua to design and develop a toolbox resource, delivered by them, to support Te Ao Māori 101 training, and to serve also as a practical resource for local board members throughout their electoral term of office.
  - v) Invite and encourage mana whenua attendance and participation in local board workshops.
  - vi) Include Māori (mana whenua) seat(s) in the composition of local boards, in order to encourage more Māori to vote and participate in the election process.
  - vii) Convene a formal face to face hui between local board members and mana whenua at marae in their areas, at the start of each new electoral term - to set and agree expectations, identify common ground and opportunities for ongoing collaborative support and partnership.

- viii) Invite and encourage local board member attendance and participation in mana whenua hui, to enable genuine collaboration and partnership on matters of common interest.
- b) agree to continue work with other local boards and mana whenua to progress these co-design recommendations.
- c) allocate \$4,000 for the 2016/2017 financial year to implement the Māori input into local board decision-making project co-design recommendations from the Community Response Fund.
- d) request a progress report in March 2017 on the Māori input into local board decision-making project.

**CARRIED**

**16 Release of business associations bulk funding**

An updated version of the Otara Business Association report was tabled at the meeting and has been placed on the file copy of the minutes to be viewed at the Auckland Council website.

Member Donna Lee declared an interest in this item and took no part in the discussion or voting on the matter.

Resolution number OP/2016/165

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board:**

- a) accept the bulk funding accountability reports for 2015/16 from Hunters Corner Business Association, and Ōtara Business Association as satisfactory.
- b) request staff to release bulk funding grants for 2016/17 to Hunters Corner Business Association and Ōtara Business Association.

**CARRIED**

**Attachments**

A Otara Business Association report

**17 Te Puke o Tara Refurbishment Community Centre Concept Plan**

Resolution number OP/2016/166

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board endorse the concept plan for the refurbishment of Te Puke o Tara Community Centre**

**CARRIED**

**18 Papatoetoe Lions Club - request for financial assistance**

Resolution number OP/2016/167

MOVED by Deputy Chairperson HVR Robertson, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board:**

- a) **allocate \$908.00 to underwrite the full costs of the Papatoetoe Lions Club hiring the Acacia Court Hall during 2016/17, from the local board's Community Response Fund.**
- b) **request the Arts, Culture and Events department to provide Papatoetoe Lions Club with information and support to apply for the board's community grants funding programme to underwrite the full costs of the Papatoetoe Lions Club hiring the Acacia Court Hall during 2017/18.**

**CARRIED**

**19 The Otara-Papatoetoe local board to review the funds for the 2016, Fire Truck Convention and Papatoetoe Christmas Parade events.**

Documents relating to this item tabled at the meeting and have been placed on the file copy of the minutes to be viewed at the Auckland Council website.

Member Donna Lee declared an interest in this item and took no part in the discussion or voting on the matter.

Resolution number OP/2016/168

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board:**

- a) **note the information provided regarding the Fire Truck Convention and the Papatoetoe Christmas Parade.**
- b) **revoke the \$3,200 funding allocated to the Fire Truck Convention, from the Arts, Culture and Events work programme (OP/2016/124), and to reallocate this amount to the board's Local Grants programme 2016/2017.**
- c) **reallocate funding to the Papatoetoe Central Main Street Society to deliver the Papatoetoe Christmas Parade event. To ensure there is clarification, it is also requested that the Local Board Services Acting Relationship Manager reiterates the objectives, expectations and desired outcomes to be presented to the Papatoetoe Central Main Street Society for confirmation.**

**CARRIED**

**Attachments**

- A Events Funding - Fire Truck Convention
- B Letter from Papatoetoe Central Main Street Society Inc.



**20 Otago-Papatoetoe Local Grants and Quick Response Round One 2016/2017**

Deputy Chair Ross Robertson and Member Lotu Fuli Lee declared an interest in this item and took no part in the discussion or voting on the matter.

Resolution number OP/2016/169

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board:**

- a) **approve the local grant applications 2016/2017 round one, listed in Table One.**

**Table One: Ōtara-Papatoetoe Local Grants round one applications**

<b>Applicant</b>	<b>Project</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
<b>Crosspower Ministries Trust</b>	<b>Towards a second-hand public address system, van, two covered trailers and building refurbishment (plumbing, paint, mirrors) for the “Soar and Hood Beats Dance” programmes at 28 Lovegrove Crescent.</b>	<b>\$43,972.74</b>	<b>\$4,347.00 tagged to PA system</b>
<b>Auckland Regional Migrant Services Trust</b>	<b>Towards staffing and programme costs associated with running the Safari Multicultural Playgroup at 311 Great South Road, Papatoetoe</b>	<b>\$27,289</b>	<b>\$2,000.00</b>
<b>Otago Network Action Committee Charitable Trust</b>	<b>Towards venue hire, catering, entertainment, gifts, security, cleaning, Master of Ceremonies (MC) and administration for the 2016 annual senior citizens Christmas dinner on 8 December 2016.</b>	<b>\$6,500</b>	<b>\$6,500.00 Includes \$300 for town hall venue hire.</b>
<b>Papatoetoe Centre Main Street Society Inc.</b>	<b>Towards catering, entertainment and gifts for the annual Christmas dinner for 120-150 senior citizens' at Papatoetoe on 25 November 2016.</b>	<b>\$6,000</b>	<b>\$6,000.00</b>
<b>Papatoetoe Senior Citizens Club Inc.</b>	<b>Towards annual hire of Papatoetoe Town Hall for weekly meetings from October 2016 to September 2017</b>	<b>\$3,730</b>	<b>\$3,730.00 For weekly venue hire for the Town Hall.</b>
<b>Royal New Zealand Foundation of the Blind</b>	<b>Towards the salary of a recreation and community advisor to work in Otago and Papatoetoe from December 2016 to July 2017.</b>	<b>\$6,720</b>	<b>\$4,000.00</b>
<b>The TYLA Trust</b>	<b>Towards costs (materials, equipment hire, plants) to establish a community garden at Fulton Crescent, Otago.</b>	<b>\$8,200</b>	<b>\$4,000.00</b>
<b>Hindu Heritage Research Foundation (NZ)</b>	<b>Towards printing, venue hire, performers and food for the Papatoetoe Deepavali Festival of</b>	<b>\$9,676</b>	<b>\$3,000.00 Includes \$230 for</b>

	Lights event on 14 October 2016 at Papatoetoe Town Hall.		town hall venue hire
Hindu Heritage Research Foundation (NZ)	Towards the costs (public address system, video, stage hire, toilet hire, printing, food, face painting and vouchers) for the Papatoetoe Family Fun Day at the Alan Brewster Recreation Centre on 19 November 2106.	\$8,747	\$5,780.00 tagged to Sounds/Video/Camera, stage hire, toilets, face paint and printing costs
Karl Tusini-Rex (under Hindu Heritage Research Foundation)	Towards entertainment, sound, barbecue, prizes, t-shirts, volunteer catering and bouncy castle hire for a Christmas event at Fergusson Oakes Reserve on 3 December 2016.	\$8,000	\$8,000.00
Otara Business Association Inc.	Towards local music artist, music system hire, prizes and giveaways for a concert at Otara Town Centre to celebrate May 2017 New Zealand Music Month.	\$3,500	\$3,100.00
Otara Business Association	Towards an Easter event in Otara Town Centre in April 2017.	\$3,500	\$3,300.00 tagged to performers, sound, advert and MC
	<b>Total amount requested</b>	<b>\$135,834.74</b>	<b>\$53,757.00</b>

- b) decline the local grant applications 2016/2017 round one, listed in Table Two.

Table Two: Ōtara-Papatoetoe Local Grants round one applications

Applicant	Project	Amount Requested	Declined
Accelerating Aotearoa Inc.	Towards costs (programme administration; design, activation, delivery; venue, staging; catering; office outgoings and rent) for a series of hands-on digital and youth workshops at Otara Town Centre and Lovegrove Crescent between October 2016 and April 2017.	\$70,000	Funded in previous grants round and therefore a lower priority in the Otara-Papatoetoe Local Board grants programme policy
Accelerating Aotearoa Inc.	Towards operational costs (administration, catering, design and development, marketing and promotion and delivery) for an "Access2Employment" (A2E) programme to be held at Otara Town Centre Library	\$23,000	Funded in previous grants round and therefore a lower priority in the Otara-Papatoetoe Local Board grants programme

	between October 2016 and September 2017.		policy
Auckland Kids Achievement Trust (operating as Graeme Dingle Foundation)	Towards salaries of two Kiwi Can leaders at Papatoetoe West School from October 2016 to September 2017.	\$10,000	Lower priority in the Otago-Papatoetoe Local Board grants programme policy
Resolute Focus Ltd	Towards costs for data analytics, server and back-end development of an application for grant processing.	\$5,000	Lower priority in the Otago-Papatoetoe Local Board grants programme policy
Otago Business Association Inc.	Towards a salary for a crime prevention officer to work in the Otago and Old Papatoetoe business districts from November 2016 to October 2017.	\$31,750	Lower priority in the Otago-Papatoetoe Local Board grants programme policy
Sistema Aotearoa Trust	Towards Otago Music Arts Centre and Te Puke O Tara venue hire costs for 2017.	\$37,926	Funded previously and therefore a lower priority in the Otago-Papatoetoe Local Board grants programme policy
Otago Business Association Inc.	Towards the cost (performers, prizes, public address system hire, printing, advertising) for a Christmas event in Otago Town Centre from 14-24 December 2016.	\$5,000	Lower priority in the Otago-Papatoetoe Local Board grants programme policy
Crosspower Ministries Trust	Towards a portable boxing ring.	\$13,960	Lower priority in the Otago-Papatoetoe Local Board grants programme policy
	<b>Total amount declined</b>	<b>\$196,636</b>	

- c) approve the local grants 2016/2017 round one multi-board applications listed in Table Three.

Table Three: Ōtara-Papatoetoe Local Grants round one multi-board applications

Applicant	Project	Amount Requested	Approved
Manukau Indian Association Inc.	Towards hall hire, equipment hire, light and sound, stage, artist fees, advertisement and printing for the 2016 Diwali, Garbha multi-cultural day to be	\$25,000	\$5,000

	held at the Vodafone Events Centre, Manukau on 29 October 2016.		
Zeal Education Trust	Towards hire costs (stage, audio equipment, staff, driver, artists, equipment) for a series of lunchtime concerts at local secondary schools during terms one and two 2017.	\$8,322	\$4,994, tagged to one school in each ward.
OUTLine New Zealand Inc.	Towards the costs to train volunteers for the specialist lesbian, gay, bisexual, transgender, intersex and queer helpline between October 2016 - 30 September 2017	\$2,000	\$2,000
	<b>Total requested</b>	<b>\$35,322</b>	<b>\$11,994</b>

- d) decline the local grants 2016/2017 round one multi-board applications listed in Table Four.

Table Four: Ōtara-Papatoetoe Local Grants round one multi-board applications

Applicant	Project	Amount Requested	Declined
Life Education Trust South Eastern Auckland (trading as Life Education Counties Manukau)	Towards the cost to deliver the Life Education programme to 10,000 children and youth in Franklin, Mangere-Otahuhu, Manurewa, Otara-Papatoetoe and Papakura between October and December 2016.	\$10,000	Lower priority in the Otara-Papatoetoe Local Board grants programme
Elvis in the Gardens (umbrella group New Zealand Women Ltd)	Towards the cost of the Elvis in the Gardens event at the Manurewa Botanic Gardens on 26 February 2016.	\$2,000	Lower priority in the Otara-Papatoetoe Local Board grants programme
Pakuranga Counselling Centre	Towards the cost to provide community workshops and counselling services between October 2016 - 30 June 2017	\$1,000	Lower priority in the Otara-Papatoetoe Local Board grants programme
Manukau Beautification Charitable Trust	Towards costs for the "Eye on Nature" event	\$10,000	Application not eligible under local board grants

			programme policy.
Hindu Heritage Research Foundation(NZ)	Towards hall decorations and food for the Deepavali Festival of Lights event at Papatoetoe Town Hall on 14 October 2016.	\$8,000	Funded previously and therefore a lower priority in the Otago-Papatoetoe Local Board grants programme policy
OKE Charity	Towards the event delivery cost of the fundraiser “2016 Hubbards Head2Head Walk” for event insurance, promotion, event and traffic management.	\$2,500	Lower priority in the Otago-Papatoetoe Local Board grants programme
The Korean Society of Auckland	Towards hall hire and volunteer costs for the “2017 Korean Day” to be held at the North Shore Events Centre on 1 April 2017	\$400	Lower priority in the Otago-Papatoetoe Local Board grants programme
	<b>Total requested</b>	<b>\$33,900</b>	

- e) approve the Quick response 2016/2017 round one applications listed in Table Five.

Table Five: Ōtara-Papatoetoe Quick response round one applications

Applicant	Project	Amount Requested	Approved
Auckland Young Women's Christian Association (YWCA) Inc.	Towards facilitator fees, project management and administration for two 'Safe for Life' workshops to be delivered for up to 60 women aged between 15 to 30 years in Otago and Papatoetoe between October 2016 and September 2017.	\$1,600	\$1,600
Inner Wheel Club of Howick	Towards wool, materials, toiletries and fleece blankets for making into baby clothes, dolls' 'cots' and bedding, filling of toilet, hygiene kits for mothers and children in Kidz First Middlemore Hospital during 2017.	\$1,000	\$1,000

Otara Business Association Inc.	Towards catering and entertainment for the community safety network lunch party, for up to 75 attendees, to be held at Te Puke Otara on 28 October 2016.	\$2,000	\$1,000
Power Up	Towards a portable sound system for use at weekly physical education classes and talent quests held at Te Tupu Youth Library and Tui Room, Otara.	\$1,994	\$1,994
Papatoetoe Central Main Street Society Inc.	Towards gifts, performers, MC, stage and sound hire for an event to be held at Papatoetoe Town Centre on 22 October 2016.	\$2,000	\$1,000
Willies Boxing Fitness Otara	Towards equipment (boxing gloves, medicine ball, focus pads, skipping ropes) for the boxing gym at Te Puke Otara Community Hall.	\$1,000	\$1,000
	<b>Total requested</b>	<b>\$9,594</b>	<b>\$7,594</b>

- f) decline the Quick response 2016/2017 round one applications listed in Table Six.

Table Six: Ōtara-Papatoetoe Quick response round one applications.

Applicant	Project	Amount Requested	Declined
World Council of Sikh Affairs	Towards venue hire, refreshments for the religious diversity programme across the Auckland region between 03 September- 31 December 2016	\$2,000	Application not eligible under local board grants programme policy.
	<b>Total requested</b>	<b>\$2,000</b>	

**CARRIED**

**21 Allocation of Funding for an Industry Pollution Prevention Programme - Wiri Industrial Area**

Resolution number OP/2016/170

MOVED by Member JR McCracken, seconded by Deputy Chairperson HVR Robertson:

**That the Ōtara-Papatoetoe Local Board receive the Allocation of Funding for an Industry Pollution Prevention Programme - Wiri Industrial Area report as noted and defer consideration until a workshop discussion in the new term in conjunction with the appropriate business associations.**

**CARRIED**

## 22 Community Facilities Maintenance Contracts 2017

Resolution number OP/2016/171

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board:**

- a) provide the following feedback on the proposed service specifications, local outcomes and the overall structure for new Community Facilities maintenance contracts.
- b) A key outcome for the Otara-Papatoetoe Local Board is to improve employment opportunities at a local level for local people whilst recognising the need to be financially prudent and gain the best results. The board supports a community empowerment approach where local businesses, industry and communities are enabled to access employment opportunities as a direct result of the way we procure services. In this way the organisation and communities can benefit together. Spending on locally owned businesses helps create a local multiplier effect generating local economic returns and community ownership.

### *Overall approach*

- c) supports the proposed approach for the 2017 Parks and Building Maintenance Contracts with the proviso that the outcomes reflect local character, not one generic outcome across the region.
- d) supports 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.
- e) 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.

### *Proposed specifications*

- f) 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 and visually pleasing) and replaced with definitive statements.
- g) notes that 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.

### *Geographical clusters and term of contracts*

- h) supports the proposed geographic clusters for the 2017 Parks and Building Maintenance Contracts, noting that staff have tested the market and have provided advice to local boards that the size of the clusters are efficient and will not disadvantage local suppliers.
- 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.



*Procurement principles*

- j) (viii) 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.
- k) 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".
- l) requests that staff, when considering the tenders for the 2017 Parks and Building Maintenance Contracts, give greater weight to tenderers who have included a proportion of local suppliers
- m) requests that staff, as per the 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.
- n) requests that as part of the new Contracts, successful tenders are required to ensure local sub-contractors (community groups and small businesses) are paid a fair and reasonable rate.
- o) requests that the 2017 Parks and Building Maintenance Contracts have a "local impact assessment" as part of the procurement process as per the Council's procurement policy and requests that local boards have input at the strategic level on the development of the "local impact assessment".
- p) 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.
- q) requests that the 2017 Parks and Building Maintenance Contracts be designed with flexibility to allow community empowerment opportunities to be increased on an annual basis .
- r) 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.
- s) requests that the 2017 Parks and Building Maintenance Contracts be designed to enable local boards to use locally driven initiative funding for major increases to levels of service on an annual basis.
- t) requests that staff ensure that increases to levels of service resulting from the planned growth for Auckland are built into the 2018-28 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.
- u) requests that simple and measurable Key Performance Indicators and



penalties for non-performance are included in the 2017 Parks and Building Maintenance Contracts.

- v) 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 2018-28 Long-term Plan.

*Reporting, advice and ongoing support*

- w) notes that staff have confirmed 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.
- x) 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.
- y) 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.
- z) requests confirmation from staff as to how the new contracts will be managed by Community Facilities and how the local boards will be supported by staff, including confirmation that resourcing will be sufficient to provide timely service and advice to local boards, - i.e. which staff will work with locals boards at relevant portfolio, workshop and business meetings.
- aa) 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.

*Delivery model options for Gulf Islands*

- bb) No Comment

*LB Specific resolutions*

- cc) requests that staff confirm how co-governance (Maunga Authority, Pukaki Crater) entities will be managed in the 2017 Parks and Building Maintenance Contracts.
- dd) requests that as part of the 2017 Parks and Building Maintenance Contracts, include training programmes to enhance employee skills to further advance their careers, and focusing on youth and employees from the local area.
- ee) requests that Auckland Council's employment procurement includes the following Smart procurement outcomes to its employment policies in the 2017 Parks and Building Maintenance Contracts as follows:
  - 1. Environmental outcomes
  - 2. Māori responsiveness outcomes
  - 3. Local community outcomes
  - 4. Diversity and inclusion outcomes
- ff) request that key performance indicators are developed and reported against the 2017 Parks and Building Maintenance Contracts Smart procurement outcomes as noted in above in (ee).

**CARRIED**

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

Resolution number OP/2016/172

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board:**

- a) **utilise the board's existing urgent decision-making process to make 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 portfolio holder, from 8 October 2016 until new arrangements are made at the first business meeting in 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**

**24 Regional Facilities Auckland - Fourth Quarter Report 2015-2016**

Resolution number OP/2016/173

MOVED by Chairperson E Collins, seconded by Deputy Chairperson HVR Robertson:

**That the Ōtara-Papatoetoe Local Board:**

- a) **request Regional Facilities Auckland to develop as soon as practical suitable arrangements to put in place the appropriate authority to undertake the ongoing management and control of Colin Dale Park to become Auckland's Regional Motorsport venue.**
- b) **request Regional Facilities Auckland to consult with Parks Sport and Recreation staff on proposals to regionalise the park, and to harmonise arrangements with current users.**
- c) **request Regional Facilities Auckland to produce a current map of Colin Dale Park identifying a likely location of any future speedway facility on Colin Dale Park.**
- d) **note Regional Facilities Auckland acknowledge that the existing user groups have existing plans in place and as such does not object to the installation of fencing on the Main Jet Events Ltd and Counties Manukau Off Road Racing Club sites at Colin Dale Park.**

**CARRIED**

**25 Ōtara-Papatoetoe Local Board Plan – Achievements and Progress Update**

Resolution number OP/2016/174

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board note the Ōtara-Papatoetoe Local Board Plan Achievements and Progress Update.**

**CARRIED**

**26 Update - Community-led response to alcohol licensing**

Resolution number OP/2016/175

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board note the community led response to alcohol licensing update for the six months April to September 2016.**

**CARRIED**

**27 Community-led response to off-licence alcohol signage compliance update**

Resolution number OP/2016/176

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board:**

- a) **note the community-led response to off-licence alcohol signage report.**
- b) **thank the Auckland Council compliance staff for their work to date in reducing the level of non-compliance by off-licence premises, especially the removal of alcohol product brand signage, and request them to continue their good work on this.**
- c) **request advice from compliance staff about whether the widespread boarding over of window glazing complies with relevant council regulations.**
- d) **request advice from compliance staff about whether brightly contrasting colours in signage by off-licence premises is subject to council regulatory controls.**
- e) **thank community groups including Otara Gambling and Alcohol Action Group and others.**

**CARRIED**

**28 Ōtara-Papatoetoe Local Board Dog Access Hearing Panel**

Resolution number OP/2016/177

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board note the decisions of the Ōtara-Papatoetoe Local Board Dog Access Hearing Panel.**

**CARRIED**

**29 Ōtara-Papatoetoe Local Board Achievements Register 2013-2016 Electoral Term**

Resolution number OP/2016/178

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board Achievements Register 2013-2016 Electoral Term update report be noted.**

**CARRIED**

**30 For Information: Reports referred to Ōtara-Papatoetoe Local Board**

Resolution number OP/2016/179

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board note the Parks, Recreation and Sport Committee resolutions PAR/2016/63 and PAR/2016/64 regarding the Parks' Growth Programme – FY15/16 and FY16/17 and Community and School Partnership Project.**

**CARRIED**

**31 Governance Forward Work Calendar**

Resolution number OP/2016/180

MOVED by Chairperson E Collins, seconded by Member MA Gush:

**That the Ōtara-Papatoetoe Local Board note the Ōtara-Papatoetoe Local Board Governance Forward Work Calendar.**

**CARRIED**

**32 Ōtara-Papatoetoe Local Board Workshop Notes**

Resolution number OP/2016/181

MOVED by Chairperson E Collins, seconded by Member LT Fuli:

**That the Ōtara-Papatoetoe Local Board receive the workshop notes for 24 August and 6 September 2016.**

**CARRIED**

Secretarial note: Item 33 was taken after item 13 at 5.41pm.

**33 Chairpersons Announcements**

Resolution number OP/2016/182

MOVED by Member MA Gush, seconded by Deputy Chairperson HVR Robertson:

**That the Chairperson's verbal update and valedictory is received.**

**CARRIED**

**34 Consideration of Extraordinary Items**

There was no consideration of extraordinary items.

7.11 pm

The Chairperson thanked Members for their attendance and attention to business, wished everyone well and closed the meeting with a karakia and waiata.

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 Ōtara-Papatoetoe Local Board, held on Monday, 19 September 2016 prior to the next Auckland Council election.

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**Fa'anānā Efeso Collins Chairperson**

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**Neil Taylor, Acting Relationship Manager**  
(delegate of the chief executive)