



## Upper Harbour Local Board OPEN MINUTES

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Minutes of a meeting of the Upper Harbour Local Board held in the Upper Harbour Local Board Office, 30 Kell Drive, Albany on Tuesday, 13 September 2016 at 9.30am.

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### PRESENT

<b>Chairperson</b>	Lisa Whyte	
<b>Deputy Chairperson</b>	Brian Neeson, JP	[left 10:52am, item 21]
<b>Members</b>	Callum Blair	
	John McLean	
	Margaret Miles, JP	

### ABSENT

Christine Rankin-MacIntyre

### ALSO PRESENT

### IN ATTENDANCE

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**1 Welcome**

**2 Apologies**

Resolution number UH/2016/173

MOVED by Chairperson LM Whyte, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

- a) accept the apology from Member Christine Rankin-McIntyre for absence.
- b) accept the apology from Member Brian Neeson for early departure.

**CARRIED**

**3 Declaration of Interest**

There were no declarations of interest.

**4 Confirmation of Minutes**

Resolution number UH/2016/174

MOVED by Chairperson LM Whyte, seconded by Member C Blair:

**That the Upper Harbour Local Board:**

- a) confirm the ordinary minutes of its meeting, held on Tuesday, 23 August 2016, 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.

**8 Deputations**

There were no deputations.

**9 Public Forum**

There was no public forum.

**10 Extraordinary Business**

**10.1 Extraordinary Business - New road name approval for proposed roads at 227-249 Hobsonville Point Road, Hobsonville**

Resolution number UH/2016/175

MOVED by Member MA Miles, seconded by Deputy Chairperson BK Neeson:

**That the Upper Harbour Local Board:**

- a) consider an extraordinary item regarding 'New road name approval for proposed roads at 227-249 Hobsonville Point Road, Hobsonville' at item 25.1 of this agenda:
- i. the reason the matter was not on the agenda is that this report was not ready by the agenda closing date; and
  - ii. the reason why the discussion of this matter cannot be delayed until a subsequent meeting is not to unduly delay the development.

**CARRIED**

**11 Notices of Motion**

There were no notices of motion.

**12 Meeting Minutes Upper Harbour Local Board, Tuesday, 23 August 2016**

The Upper Harbour Local Board note that the open unconfirmed minutes of the Upper Harbour Local Board meeting held on Tuesday, 23 August 2016 are attached at item 12 of the agenda for the information of the board only, and will be confirmed under item 4 of the agenda.

**13 Upper Harbour Quick Response Round One: 2016/2017**

The Community Grants Advisor was in attendance to support this item.

Resolution number UH/2016/176

MOVED by Chairperson LM Whyte, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

- a) agree to fund, part-fund or decline each application in the Upper Harbour Quick Response round one 2016/2017:

Organisation Name	Project	Total allocated
Parent to Parent Auckland	Support for the annual office fee to the national body	\$1,500
Royal New Zealand Foundation of the Blind	Purchase digital talking books for the Blind Foundation library	\$1,500
Auckland Young Women's Christian Association (YWCA) Incorporated	Safe for Life programme	\$1,000
Badminton North Harbour Incorporated	World Masters Games marque expansion	\$2,000
North Harbour BMX Association Incorporated	First Aid workshop	\$500

The Korean Society of Auckland	2017 Korean Day	\$800
Body Positive	World AIDS Week	\$500
East Coast Bays and District Cricket Club Incorporated.	Match scorer costs	\$1,000
	<b>Total Requested</b>	<b>\$8,800</b>

**CARRIED**

**14 Albany Stadium Pool - operational hours, fees and charges**

The Manager, Aquatics and Recreation Facilities, was in attendance to support this item.

Resolution number UH/2016/177

MOVED by Chairperson LM Whyte, seconded by Member C Blair:

**That the Upper Harbour Local Board:**

- a) approve the minimum operational hours for the Albany Stadium Pool as indicated in the table below, and allows Leisure to increase these hours based on customer demand:

	Aquatics		Fitness	
	Open	Close	Open	Close
Monday to Friday	5:30am	7:00pm	5:30am	9:30pm
Saturday	8:00am	7:00pm	8:00am	9:30pm
Sunday	8:00am	7:00pm	8:00am	7:00pm
Public Holidays	8:00am	7:00pm	8:00am	7:00pm
Good Friday	Closed			
Christmas Day	Closed			

- b) adopt the local fees and charges for the 2016/2017 financial year for Albany Stadium Pool as indicated in the table below:

Aquatics		Single visit	10 visit
Casual entrance	Swim, spa, sauna – adult (17 and over)	\$7.50	\$67.50
	Swim, spa, sauna - concessionary*	\$5.50	\$49.50
	Spectator	\$1.00	\$9.00
	Supervising adult – (in water with child 4 and under)	\$1.00	\$9.00
	Aquarobics - adult	\$8.50	\$76.50
	Aquarobics - concessionary*	\$6.50	\$58.50
	Swim - child (16 and under, excludes spa sauna)	Free	
Term programme	Learn to swim - babies to adults	\$13.50/lesson	
<b>Whole complex (aquatic and fitness centre access)</b>		<b>Adult</b>	<b>Concessionary*</b>
Casual entrance	Fitness center / group exercise / aquatics	\$15.00	\$13.00
Facility membership	Paid in full – 1 year	\$959	\$815
	Direct debit - fortnightly	\$36.90	\$31.35
*Concessionary	Senior (65+ years), student (17+ years), permanent disability, community service card and green prescription holder.		

- c) allow Leisure to discount fees and charges as and when required in consultation with the Chair and Deputy Chair of the Local Board.
- d) allow Leisure to set programme fees and charges in consultation with the Chair and Deputy Chair of the Local Board (excluding learn to swim).

**CARRIED**

**15 Community Facilities Maintenance Contracts 2017**

Resolution number UH/2016/178

MOVED by Deputy Chairperson BK Neeson, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

**Overall approach**

- a) support 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.
- b) 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.
- c) request 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 that local boards do not need to rely solely on the community to monitor performance.

**Proposed specifications**

- d) request 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, regular grooming, and walkability) and replaced with definitive statements.
- e) note 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**

- f) support 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.
- g) request 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**

- h) consider that providing more opportunities for local suppliers for the 2017 Parks and Building Maintenance Contracts will allow for:
  - i. greater economic opportunities for local providers;
  - ii. greater pride and ownership in the work and consequently better standards; and
  - iii. economic development in local areas, including jobs closer to where people live.

- i) request 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".
- j) request 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.
- k) request 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.
- l) request 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.
- m) request 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".
- n) support 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.
- o) request 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).
- p) request 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.
- q) 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, if required.
- r) request 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.
- s) request that simple and measurable Key Performance Indicators and penalties for non-performance are included in the 2017 Parks and Building Maintenance Contracts.
- t) request 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, as this will enable local boards to have better governance oversight of contract delivery and performance.

**Reporting, advice and ongoing support**

- u) note 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 request that should reductions eventuate, that staff provide options to any affected local boards on how to address the reduction of service

- levels within existing asset-based services budgets.
- v) request that staff provide local boards with timely, relevant and high-quality advice which will enable local boards to make informed level of service decisions following consultation with the community as part of the annual planning process.
  - w) request 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.
  - x) request 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.
  - y) request 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.

**LB Specific resolutions**

- z) request that staff, as part of the 2017 Parks and Building Maintenance Contracts tendering process, work to ensure that playground areas, dog exercise areas and high visitor frequency areas are chemical spray free where possible.
- aa) request that staff consider including maintenance (such as lawn mowing) for community-owned assets that provide valuable community services, e.g. community halls, in the 2017 Parks and Building Maintenance Contracts.
- bb) request that staff confirm how co-governance entities will be managed in the 2017 Parks and Building Maintenance Contracts.

**CARRIED**

**16 Licence to occupy Hobsonville Point Residents Society Incorporated, 44-50 Station Street, Hobsonville**

The Community Lease Advisor was in attendance to support this item.

Resolution number UH/2016/179

MOVED by Chairperson LM Whyte, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

- a) grant a licence to occupy under Section 74 (2) (A) of the Reserves Act 1977 to Hobsonville Point Residents Society Incorporated for part of the land at 44-50 Station Street, Hobsonville (refer to Attachment A in the agenda report), subject to the following terms and conditions:
  - i. term – five years commencing 13 September 2016 with one five year right of renewal;
  - ii. rent – \$1.00 plus GST per annum if requested; and
  - iii. a community outcomes plan to be negotiated with Hobsonville Point Residents Society Incorporated and approved by the Chairperson and the Deputy Chair and attached as a schedule to the lease document.
- b) approve all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines July 2012.

**CARRIED**

**17 New road name approval for road created by way of a subdivision at 147 Schnapper Rock Road, Albany**

Resolution number UH/2016/180

MOVED by Chairperson LM Whyte, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

- a) pursuant to section 319(1)(j) of the Local Government Act 1974, approve the proposed road name 'Highway View Lane' for the new private road constructed within the subdivision being undertaken by Golden Horse Land Development Ltd (the applicant) at 147 Schnapper Rock Road, Albany.

**CARRIED**

**18 New road name approval for a road created by way of subdivision at Catalina Precinct, Hobsonville Point**

Resolution number UH/2016/181

MOVED by Chairperson LM Whyte, seconded by Deputy Chairperson BK Neeson:

**That the Upper Harbour Local Board:**

- a) approve the road name 'Plover Road' proposed by the applicant, for the new road to vest created by way of a residential development at Hobsonville in the Catalina Precinct.

**CARRIED**

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

Resolution number UH/2016/182

MOVED by Member C Blair, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

- a) delegate to the Chairperson and Deputy Chairperson the power to make, on behalf of the local board, 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 that new appointments will need to be made by the local board in the new term.

**CARRIED**

**20 Auckland Transport Monthly Update - September 2016**

The Relationship Manager, Auckland Transport, was in attendance to support this item.

Resolution number UH/2016/183

MOVED by Member MA Miles, seconded by Member C Blair:

**That the Upper Harbour Local Board:**

- a) receive the Auckland Transport monthly update for September 2016.
- b) request Auckland Transport undertake a safety audit for traffic and safety movements and road condition for Gills Road, from Living Stream Road to Dairy Flat Highway in Albany, and clarifying the classification of the road for the purpose it serves today.

**CARRIED**

**Secretarial Note: Deputy Chairperson BK Neeson left the meeting at 10.52 am.**

**21 Upper Harbour Local Board Discretionary Funds status for the 2016/2017 financial year**

The Local Board Advisor was in attendance to support this item.

Resolution number UH/2016/184

MOVED by Chairperson LM Whyte, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

- a) receive the status of the Upper Harbour Local Board Discretionary Funds for the 2016/2017 financial year report.

**CARRIED**

**22 Holding Report for decisions relating to the Albany Stadium Pool**

Nothing to report at this time, as matters pertaining to the Albany Stadium Pool were dealt with at item 14.

**23 Holding Report for decisions relating to the Albany Community Hub**

Nothing to report at this time.

**24 Board Members' Reports**

No matters to report at this time.

**25 Consideration of Extraordinary Items**

**25.1 Extraordinary Business - New road name approval for proposed roads at 227-249 Hobsonville Point Road, Hobsonville**

Report entitled 'New road name approval for proposed roads at 227-249 Hobsonville Point Road, Hobsonville' was tabled at the meeting. A copy of the tabled document has been placed on the file copy of the minutes and can be viewed at the Auckland Council website.

Resolution number UH/2016/185

MOVED by Chairperson LM Whyte, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

**a) approve the following road names proposed by the applicant for three roads and eight future roads created by way of a subdivision residential development at Hobsonville Point in the Airfields Precinct:**

- **Glidepath Road;**
- **Waka Moana Drive;**
- **Commanders Avenue;**
- **Kite Road;**
- **Sioux Road;**
- **Vasi Drive;**
- **Vectors Road;**
- **Cavock Road;**
- **Wasp Hangar Road;**
- **Wind Sock Road; and**
- **Desalt Drive.**

**b) approve the use of existing road names for the extension of the following roads:**

- **Wallace Road;**
- **Pheasant Road; and**
- **Bomb Point Drive.**

**c) approve the use of the name Launch Road for the existing private road within the site.**

**CARRIED**

**Attachments**

- A New road name approval for proposed roads at 227-249 Hobsonville Point Road, Hobsonville

**26 Procedural motion to exclude the public**

Resolution number UH/2016/186

MOVED by Chairperson LM Whyte, seconded by Member C Blair:

**That the Upper Harbour Local Board:**

**a) exclude the public from the following part(s) of the proceedings of this meeting.**

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 open space land - Albany**

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>c48(1)(a) 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. In particular, the report identifies land the council seeks to 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>c48(1)(a) 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. In particular, the report identifies land the council seeks to 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>

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

**CARRIED**

11:03 am 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.

11:13 am The public was re-admitted.

### **RESTATEMENTS**

It was resolved while the public was excluded:

#### **C1 Acquisition of open space land - Albany**

Resolution number UH/2016/187

MOVED by Chairperson LM Whyte, seconded by Member MA Miles:

**That the Upper Harbour Local Board:**

- a) confirm there will be no reinstatement of this confidential report, attachments or resolutions in the open minutes of the meeting.**

**CARRIED**

11:14 am

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

In accordance with Clause 3.20.2 of the Auckland Council Local Board Standing Orders, we hereby confirm the correctness of the minutes of the last meeting of the Upper Harbour Local Board held on 13 September 2016 prior to the next Auckland Council election.

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**Lisa Whyte – Chairperson**

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**Eric Perry - Relationship Manager**  
(delegate of the chief executive)

**DATE:.....**