



Waitematā Local Board

OPEN MINUTES

Minutes of a meeting of the Waitematā Local Board held in the Waitemata Local Board Office, 52 Swanson Street, Auckland on Tuesday, 13 September 2016 at 6.00pm.

PRESENT

Chairperson	Shale Chambers
Deputy Chairperson	Pippa Coom
Members	Christopher Dempsey Vernon Tava Rob Thomas Deborah Yates

ABSENT

Member	Greg Moyle
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ALSO PRESENT

Councillor	Mike Lee	Until 6:31pm
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IN ATTENDANCE

1 Welcome

2 Apologies

Resolution number WTM/2016/145

MOVED by Member RAH Thomas, seconded by Chairperson S Chambers:

That the Waitematā Local Board:

- a) **accept the apology from member Greg Moyle for absence.**

CARRIED

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes

Resolution number WTM/2016/146

MOVED by Chairperson S Chambers, seconded by Member VI Tava:

That the Waitematā Local Board:

- a) **confirm the ordinary minutes of its meeting, held on Tuesday, 9 August 2016, and the extraordinary meeting, held on Tuesday 30 August 2016 as a true and correct record.**

CARRIED

5 Leave of Absence

There were no leaves of absence.

6 Acknowledgements

Waitematā Local Board Chair, Shale Chambers, acknowledged the work of member Christopher Dempsey and member Deborah Yates, who are not standing for re-election, on their last Waitematā Local Board Business Meeting.

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 Councillor's Report

Resolution number WTM/2016/147

MOVED by Member VI Tava, seconded by Member DA Yates:

That the Waitematā Local Board:

- a) receive the verbal update from the Waitematā and Gulf Ward Councillor, Mike Lee.
- b) thank Councillor Mike Lee for his attendance.

CARRIED

13 Auckland Transport Update - September 2016

Resolution number WTM/2016/148

MOVED by Deputy Chairperson PJ Coom, seconded by Member CP Dempsey:

That the Waitematā Local Board:

- a) receive the report, Auckland Transport Update – September 2016.
- b) thank Ben Halliwell - Elected Member Relationship Manager, for his attendance.

CARRIED

14 Newmarket Laneways - Teed Street Upgrade

Resolution number WTM/2016/149

MOVED by Deputy Chairperson PJ Coom, seconded by Chairperson S Chambers:

That the Waitematā Local Board:

- a) receive the Newmarket Laneways – Teed Street Upgrade report.
- b) approve the Newmarket Laneways Streetscape Upgrade - Findings and Feasibility Design Report.
- c) approve the Newmarket Laneways Teed Street Upgrade Developed Design report to enable the start of the Detailed Design and consenting phase.
- d) thank Albert Ang – Senior Engineer, and Lisa Spasić – Senior Project Leader, for their attendance.

CARRIED

15 Regional Facilities Auckland Fourth Quarter Report 2015-16 for the Quarter Ended 30 June 2016

Resolution number WTM/2016/150

MOVED by Chairperson S Chambers, seconded by Member CP Dempsey:

That the Waitematā Local Board:

- a) receive the Fourth Quarter Report 2015-16 for the Quarter Ended 30 June 2016 report.
- b) thank Judy Lawley – Manager, Local Board Engagement, for her attendance.

CARRIED

16 Heritage Foreshore Project approval and capex funding

Resolution number WTM/2016/151

MOVED by Member CP Dempsey, seconded by Member VI Tava:

That the Waitematā Local Board:

- a) receive the Heritage Foreshore Project approval and capex funding report.
- b) approve the draft interpretation panels, as set out in Attachments B to F, as amended by the tabled samples and delegate editorial rights to make any subsequent minor changes to the Heritage, Urban Design & Planning Portfolio holders.
- c) approve \$82,000 of Locally Driven Initiatives capital expenditure budget in FY2016-2017 for the manufacture and installation of interpretation panels for the Heritage Foreshore Project.
- d) thank Chris Mallows – Team Leader Cultural Heritage Implementation, for his attendance.

CARRIED

Secretarial note: tabled maps

A copy of the tabled document has been placed on the file copy of the minutes and can be viewed on Auckland Council's website.

Attachments

- A Site 1 Map
- B Site 15ii Map

17 Endorsement of the Final Newton and Eden Terrace Plan for Public Release

Resolution number WTM/2016/152

MOVED by Member CP Dempsey, seconded by Member RAH Thomas:

That the Waitematā Local Board:

- a) receive the Endorsement of the Final Newton and Eden Terrace Plan for Public Release report.
- b) note that the final draft Newton and Eden Terrace Plan has also been considered by the Albert-Eden Local Board at its 7 September 2016 local board meeting for approval and has been approved.
- c) approve the final Newton and Eden Terrace Plan, as set out in Attachment A to the agenda report, for document production prior to public release.

- d) delegate authority to the Waitematā Local Board chair to approve any minor changes to the final production of the document prior to public release in September.

CARRIED

18 Community Facilities Maintenance Contracts 2017

MOVED by Chairperson S Chambers, seconded by Deputy Chairperson PJ Coom:

That the Waitematā Local Board:

- a) receive the Community Facilities Maintenance Contracts 2017 report, including:
- i) Proposed geographical clusters for community facilities maintenance contracts (Attachment A)
 - ii) Proposed service specifications by asset group (Attachment B)
 - iii) Smart procurement principles (Attachment C)

Overall approach

- b) 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.
- c) 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.
- d) 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 local boards do not need to rely solely on the community to monitor performance.
- e) request that the approach should be a 'whole of life' approach to asset maintenance linking with the renewal programme.

Proposed specifications

- f) 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 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' service levels 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 service levels do not reduce.

Geographical clusters and term of contracts

- h) note that staff have tested the market and have provided advice to local boards that the size of the geographic contract areas for the 2017 Parks and Building Maintenance Contracts are efficient and will not disadvantage local suppliers, but does not support the proposed geographic contract areas being called 'clusters', or raising any expectation of co-operation or co-ordination within such diverse geographic contract areas, as the proposed clustering does not accord with any recognisable community of interest; specifically area Wha stretching from Waitematā

to Howick.

- i) 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 individual local boards.

Procurement principles

- j) consider 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) 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".
- l) 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 above a percentage to be agreed.
- m) 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.
- n) 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.
- 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 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 won't lock these groups out for five or more years).

- 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 as this will enable local boards to have better governance oversight of contract delivery and performance.

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.

Waitematā-specific

- 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.
- bb) requests that staff, as part of the 2017 Parks and Building Maintenance Contracts tendering process, work to ensure that playground areas, civic spaces, dog exercise areas, sports fields and paths are spray-free consistent with the Weed Management

Policy.

- cc) requests 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.
- dd) requests that staff confirm how co-governance entities will be managed in the 2017 Parks and Building Maintenance Contracts.
- ee) request that plazas (often on road reserve) be included as a category.

MOVED by Member DA Yates, seconded by Member RAH Thomas:

Member Yates moved an amendment to the original recommendation as a sub clause after o) as follows:

That the Waitematā Local Board:

- p) requests that the 2017 Parks and Building Maintenance Contracts include progressive reduction of chemical pest control on an annual basis.**

The amendment was put and declared.

CARRIED

'Substantive motion as amended was put:

Resolution number WTM/2016/153

MOVED by Chairperson S Chambers, seconded by Deputy Chairperson PJ Coom:

That the Waitematā Local Board:

- a) receive the Community Facilities Maintenance Contracts 2017 report, including:**
 - Proposed geographical clusters for community facilities maintenance contracts (Attachment A)**
 - Proposed service specifications by asset group (Attachment B)**
 - Smart procurement principles (Attachment C)**

Overall approach

- b) 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.**
- c) 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.**
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- e) request that the approach should be a 'whole of life' approach to asset maintenance**

linking with the renewal programme.

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- f) 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 and visually pleasing) and replaced with definitive statements.
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 - iv) greater economic opportunities for these local providers
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- aa) 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.

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- bb) 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.
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- dd) requests 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.
- ee) requests that staff confirm how co-governance entities will be managed in the 2017 Parks and Building Maintenance Contracts.
- ff) request that plazas (often on road reserve) be included as a category.

CARRIED

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

Resolution number WTM/2016/154

MOVED by Chairperson S Chambers, seconded by Member VI Tava:

That the Waitematā Local Board:

- a) receive the Temporary arrangements for urgent decisions and staff delegations during the election period report.
- b) notes that pursuant to resolution WTM/2010/22 during the term of office of the current members, the local board has delegated power to the Chairperson and Deputy Chairperson for urgent decisions.

- c) notes that from the commencement of the term of office of members-elect until the inaugural meeting of the incoming local board, urgent decision-making will be undertaken by the Chief Executive under existing delegations.
- d) approve staff, as a temporary measure, to 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, but in consultation with the new Board Chair from the inauguration meeting as appropriate.
- e) notes 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

20 Chair's Report - September 2016

Resolution number WTM/2016/155

MOVED by Deputy Chairperson PJ Coom, seconded by Member RAH Thomas:

That the Waitematā Local Board receive the Chair's Report.

CARRIED

21 Deputy Chair's monthly report

Resolution number WTM/2016/156

MOVED by Chairperson S Chambers, seconded by Member CP Dempsey:

That the Waitematā Local Board receive the deputy chair's monthly report.

CARRIED

**22 Report to the Local Board of Member Vernon Tava
August 2016**

Resolution number WTM/2016/157

MOVED by Chairperson S Chambers, seconded by Member CP Dempsey:

That the Waitematā Local Board receive the Monthly Report of Member Tava.

CARRIED

23 Final Waitemata Local Board Member Report September 2016 - Deborah Yates

Resolution number WTM/2016/158

MOVED by Deputy Chairperson PJ Coom, seconded by Member RAH Thomas:

That the Waitematā Local Board receive the final Waitemata Local Board Member Report September 2016 – Deborah Yates report.

CARRIED

24 Board Members' verbal reports

Resolution number WTM/2016/159

MOVED by Member DA Yates, seconded by Deputy Chairperson PJ Coom:

That the Waitematā Local Board receive the tabled report from member Christopher Dempsey and the verbal report from member Rob Thomas.

CARRIED

A copy of the tabled document has been placed on the file copy of the minutes and can be viewed on Auckland Council's website.

Attachments

A Member Christopher Dempsey - Board Member Report 2004 2016

25 Governance Forward Work Programme

Resolution number WTM/2016/160

MOVED by Chairperson S Chambers, seconded by Deputy Chairperson PJ Coom:

That the Waitematā Local Board note the governance forward work calendar.

CARRIED

26 Actions Pending - September 2016

Resolution number WTM/2016/161

MOVED by Chairperson S Chambers, seconded by Deputy Chairperson PJ Coom:

That the Waitematā Local Board note the Actions Pending – September 2016 report.

CARRIED

27 Waitemata Local Board Workshop Notes

Resolution number WTM/2016/162

MOVED by Chairperson S Chambers, seconded by Member RAH Thomas:

That the Waitematā Local Board receive the workshop proceeding notes for the meetings held on 2, 11, 16, 23 and 30 August 2016.

CARRIED

28 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

8.42 pm

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 Waitematā Local Board Business Meeting held on Tuesday, 13 September 2016 prior to the next Auckland Council election.

Shale Chambers, Chairperson

Kathryn Martin, Relationship Manager
(delegate of the chief executive)