

## Attachment Two - Local Board Resolutions

September 2016

The following are resolutions and/or feedback provided by this local board to inform the Request for Proposal document.

### Upper Harbour

**UH/2016/178                      Community Facilities Maintenance Contracts 2017**

FILE REF                      CP2016/19356

AGENDA ITEM NO.    15

#### **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