

## Local Board Appointments and Delegations - Howick Local Board

File No.: CP2016/22691

### Purpose

1. To appoint board members to represent the board at groups, meetings and activities relevant to the work of the local board and to confirm the process for local board decision-making and delegations relating to minor landowner approval applications over park land in Howick.

### Executive summary

2. Elected members participate as representatives of the local board on a number of external community and national organisations.
3. The beginning of the new electoral term generates the need for new appointments. This report provides details of the external organisations relevant to the local board and requests that the local board nominates members to represent the board for the 2016-2019 triennium.
4. There are a small number of appointments due to legislation or the terms in a deed are the responsibility of the governing body, but because the relationship between the council and the organisation is local, the governing body has delegated its responsibility to nominate an elected member to the relevant local board.

### Recommendation/s

That the Howick Local Board:

- a) Appoint the following board members to the external community groups and organisations listed below:

External organisation	Lead	Alternate
Howick Village Business Association		
Aircraft Noise Consultative Committee		
Otara Waterways and Lake Community Panel		
Tamaki Estuary Environmental Forum		
Greater East Tamaki Business Association		
Greenmount Landfill Community Liaison Group		
Highbrook Park Trust		

- b) Nominate Board Members(s) to utilise the process outlined in the Combined Chief Executive Delegations Register authority, for minor land owner approvals relating to park land for a period of six months from the date of this resolution.
- c) Review the minor land owner approvals relating to park land process after six months.
- c) Continue to receive all other landowner approval applications relating to park land considered moderate or complex to a full local board workshop and subsequent business meeting for a decision.

## Comments

5. A number of external organisations provide for the formal participation of Auckland Council elected members in their affairs. Elected member appointees will have a variety of duties and liabilities depending on the individual organisation.
6. At the commencement of each triennium, the governing body and local boards recommend appointments to external organisations.
7. As local board representatives, the nominated members represent the board, not in a personal capacity. Board members will provide updates at local board meetings to keep the board regularly informed of discussions and decisions made of their activities unless good reasons exist for confidentiality, these updates are in the form of business meeting reports which maintain public transparency.
8. The reasons for elected member participation in external organisations can be described in a number of ways:
  - a trust deed, that requires Auckland Council to make an appointment to an organisation
  - an organisation of interest to the local board is inviting elected member representation at its meetings
  - associations entered into by the council which provide for elected member representation
  - organisation governance, or project or programme oversight, such as regional or local parks management groups
  - a statutory or regulatory provision (for example a regulation providing for a community liaison committee) or
  - a resource consent requiring the formation of a committee or hearing panel.
9. In making decisions about these appointments, it is suggested that local boards are mindful of;
  - the elected members availability
  - any conflict of interests, including whether the local board provides funding to the entity
  - relevance
  - historical relationship with the organisation and Auckland Council.
10. Members are delegated in their capacity as elected local board members. Should they no longer be a local board member, their nominations would be automatically repealed.
11. Board members may be part of any organisation in their private capacity and personal interests and are encouraged to disclose memberships to external organisations in the conflict of interest register.

## Relevant external organisations

12. The details of the organisations relevant to the local board are detailed below.

## Aircraft Noise Consultative Committee

13. The Aircraft Noise Community Consultative Group was set up to consider, and where appropriate, make recommendations to Auckland International Airport Limited (AIAL), on aircraft noise issues and concerns that arise from the operation and activities at Auckland International Airport. It arose from AIAL's application to designate the second runway at the airport, and concerns about the aircraft noise implications. Six local boards with areas within

the flight path, including Ōtara-Papatoetoe, appoint representatives and alternates to the Group. Further information is here: <https://corporate.aucklandairport.co.nz/corporate-responsibility/managing-aircraft-noise/being-a-good-neighbour/auckland-noise-community-consultative-group>.

14. The group meets three monthly between 2pm to 5pm. The next meeting of the group has not been set.
15. The previous local board representatives were Members Garry Boles and David Collings (alternate).
16. The local board is asked to appoint one member (and an alternate) to the Aircraft Noise Community Consultative Group.

### **Otara Lake and Waterways Panel**

17. In the last term, an interim steering group was supported by the board to promote the Otara Lake and Waterways Vision, and to set up an independent trust. The trust has now been set up to take the vision forward. The board does not have direct representation on the trust.
18. Separate from the trust, there is now Ōtara Lake and Waterways Community Panel. The purpose of this panel is to provide strategic advice, assistance and meaningful contribution to the purpose of the Otara Waterways and Lake Trust. The community panel also has the power to appoint and to reappoint up to two trustees and has the sole power to remove at any time any trustee appointed by the community panel. The community panel exercised this power with the appointment of the two original trustees.
19. The local board is asked to appoint one member (and an alternate) to Ōtara Lake and Waterways Community Panel. The previous local board representative was Member Garry Boles
20. The next meeting of the panel has not been set.

### **Howick Village Business Association**

21. There are 46 Business Improvement District Partnership Programmes operating within the Auckland region. There are two local business associations or Business Improvement Districts (BID) in the Howick Local Board area.
22. The local board has a day-to-day relationship with the business associations as a joint partner in the BID Partnership Programme. The local board will work with the business associations to align the direction for the BID programme and local priorities expressed the Local Board Plan. The local board will receive regular reporting on the BID Partnership Programme and review progress against objectives.
23. The business association may invite the appointed member onto the BID Governance Board or Executive Committee. The discretion on whether this member has voting rights will lie with the business association under the rules of their constitution.
24. It is recommended that the local board appoints a local board member and an alternate on each business association to represent the local board regarding all matters relating to the business association. The previous local board representatives were Members David Collings and Steve Udy.

### **Tamaki Estuary Pollution Steering Group**

25. The previous local board representative was Member David Collings.
26. The next meeting of the group has not been set.
27. The local board is asked to appoint one member (and an alternate) to the Tamaki Estuary Pollution Steering Group.

### **Greater East Tamaki Business Association**

28. The local board has a day-to-day relationship with the business associations as a joint partner in the BID Partnership Programme. The local board will work with the business associations to align the direction for the BID programme and local priorities expressed the Local Board Plan. The local board will receive regular reporting on the BID Partnership Programme and review progress against objectives.
29. The previous local board representatives were members Bob Wichman and Jim Donald (alternate).
30. The next meeting will be held on 14 December 2016.
31. The local board is asked to appoint one member (and an alternate) to GETBA.

### **Highbrook Park Trust**

32. The Highbrook Park Trust (HPT) is a legacy council controlled organisation (CCO) that was established in August 2000 to acquire, establish, and maintain a park on the Waiouru Peninsula, adjacent to the Highbrook Business Park.
33. In August 2015, Auckland Council extended the HPT agreement effectively for another 15 years with 5 yearly reviews. Representatives from the Otara- Papatoetoe Local Board and the Howick Local Board are invited to the Board Meetings.
34. The trust meets quarterly and the previous local board representative was Garry Boles.
35. The next board meeting is scheduled for the 19th December at the Goodman Highbrook offices at 1pm.
36. The local board is asked to appoint one member (and an alternate) to attend the Highbrook Park Trust board meetings.

### **Minor land owner approvals relating to park land**

37. The Parks, Sport and Recreation and Community Facilities Departments receive numerous requests for landowner approval to undertake various activities on council park land.
38. In the previous term, to improve the customer experience with respect to minor landowner approval applications (permanent private and public infrastructure, affected party approvals and developer-led park developments), the local board informally supported following the process set out in the Local Board delegations protocols for utilising the council delegations by enabling the specific board members to either support staff to make the decision under delegation and complete the process, or require that the matter be reported to the full local board for consideration. Criteria were agreed for what is considered a minor application.
39. The board delegated to Board Members John Spiller, David Collings and Garry Boles, the authority for minor land owner approvals relating to park land for a period of six months in August 2016 with a review process after six months.
40. The board is now required to renew this delegation for the 2016-2019 triennium. The board will continue to receive all other land owner approval applications relating to park land considered moderate or complex to a full local aboard workshop and subsequent business meeting for a decision.
41. A copy of the criteria framework agreed for minor applications and the set of principles which form the foundation for how applications are assessed are shown in attachment A.

## Consideration

### Local Board views and implications

42. This report seeks the local board's decision on representatives to external community organisations relevant to the local board area.

### Māori impact statement

43. This report has no specific impact on Māori. It covers appointments of local board members to external organisations and community networks to represent the view of local communities, including Māori communities.

## Implementation

44. There are no implementation issues as a result of the recommendations in this report.

## Attachments

No.	Title	Page
A	Criteria framework and principles	

## Signatories

Authors	Ian Milnes - Senior Local Board Advisor Howick
Authorisers	Karen Lyons - General Manager Local Board Services Sue O'Gorman - Relationship Manager

## Attachment A

### Criteria framework agreed for minor applications

Type of application	Minor application criteria framework
Permanent infrastructure - utilities (private and public)	<ul style="list-style-type: none"> <li>• Upgrade or replacement of existing infrastructure where the location or footprint is largely unchanged</li> <li>• Stormwater disposal not involving infrastructure where the park can sustain the runoff (i.e. current and future park assets/uses are not affected)</li> <li>• Pipelines or cables less than 10 metres in length that are underground or have minimum impact when works are complete and do not affect current or future use and development of the park</li> </ul>
Permanent infrastructure – buildings	<ul style="list-style-type: none"> <li>• Alterations to a building(s) within a lease or licence area not exceeding the existing lease or licence boundary or intended purpose, for example building upgrades and small extensions</li> </ul>
Affected party approvals related to resource consent applications	<ul style="list-style-type: none"> <li>• Yard infringements where the yard is still 75% or more of the allowable distance</li> <li>• Height in relation to boundary infringements where the infringement affects less than 1m vertical height of the building or where the infringement affects less than 10% of the building façade; and the impacts on the park are no more than minor</li> <li>• Any other infringement (e.g. impermeable surface, temporary construction effects) which has a less than a minor effect on the park</li> </ul>
Development of reserves to vest	<ul style="list-style-type: none"> <li>• Specimen tree planting offered at no cost to the council</li> <li>• Pathways/seats/bins around drainage reserves offered at no cost to the council</li> <li>• Pathways/seats/bins around esplanade areas offered at no cost to the council</li> <li>• Pathways in accordance with District Plan or adopted Council Park's plans offered at no cost to the council</li> </ul>

### Application Assessment Principles

Principles forming the foundation on how applications are assessed;

- Protection of intrinsic values and integrity of parks
- Limit the privatisation of public open space
- Promote and demonstrate wise stewardship of the region's environment
- Enable mana whenua to express kaitiakitanga
- Provide a range of experiences and opportunities for use and enjoyment
- Enable safe public use
- Recover costs associated with activities on parks where the benefit to a recipient is greater than the public benefit
- Be a good neighbour and ensure new development does not unduly affect the people living and working in proximity to the park.
- Manage parks in accordance with the legislative framework

## Memo

24<sup>th</sup> November 2016

To: Howick Local Board  
From: Sue O'Gorman, Relationship Manager

**Subject: Local board appointments and Delegations**

Item 16 – Additional information

### **Greenmount Landfill Community Liaison Group**

The Greenmount Landfill Community Liaison Group was set up to ensure liaison and communications over the use as a former landfill site and the proposed development as a park. The group is made up of stakeholders, community groups, council officers and EnviroNZ and is likely to continue over the next few years as progress continues with the development of the site as a park. The Governing Body resolved on 1 November 2016 GP/2016/239/h to confirm the delegation to the Howick Local Board to make appointments on behalf of Auckland Council to the Greenmount Landfill Community Liaison Group

The previous local Board representatives were Members Steve Udy and David Collings

### **Resource Consent Applications**

The Resource Consents Department of council sends resource consent applications to the board for comment. These require a quick turn around with comments sent back to the department within a few days. This cannot be conveniently handled by at a workshop or business meeting, and it is suggested that a board member be delegated the authority to respond on behalf of the board with comments on resource consent applications.

The lead and alternate local board members and PA-Liaisons for each local board will receive a copy of the resource consent applications that meet the local board's triggers. The PA-Liaison will be the resource consents team's first point of contact.

The Resource Consents weekly list will continue to be sent to all elected members for their information.

The Resource Consents Lead can and should discuss resource consents of interest with other local board members; use local board service staff for administrative support; and prepare and provide any feedback in relation to notification considerations.

The previous local Board representatives were Members Steve Udy and David Collings