

I hereby give notice that an ordinary meeting of the Waitākere Ranges Local Board will be held on:

**Date:** Thursday, 11 May 2017  
**Time:** 6.00pm  
**Meeting Room:** Waitākere Ranges Local Board Office  
**Venue:** 39 Glenmall Place  
Glen Eden

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## Waitākere Ranges Local Board OPEN AGENDA

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### MEMBERSHIP

<b>Chairperson</b>	Greg Presland
<b>Deputy Chairperson</b>	Saffron Toms
<b>Members</b>	Sandra Coney, QSO Neil Henderson Steve Tollestrup Denise Yates, JP

(Quorum 3 members)

**Glenn Boyd**  
**(Relationship Manager)**  
Local Board Services (West)

**Tua Viliamu**  
**Democracy Advisor**

**05 May 2017**

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**1 Welcome**

**2 Apologies**

At the close of the agenda no apologies had been received.

**3 Declaration of Interest**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

Specifically members are asked to identify any new interests they have not previously disclosed, an interest that might be considered as a conflict of interest with a matter on the agenda.

The following are declared interests of the Waitakere Ranges Local Board.

<b>Board Member</b>	<b>Organisation / Position</b>
Sandra Coney	<ul style="list-style-type: none"> <li>• Waitemata District Health Board – <i>Elected Member</i></li> <li>• Women’s Health Action Trust – <i>Patron</i></li> <li>• New Zealand Society of Genealogists – <i>Member</i></li> <li>• New Zealand Military Defence Society – <i>Member</i></li> <li>• Cartwright Collective – <i>Member</i></li> <li>• Titirangi RSA – <i>Member</i></li> <li>• Portage Trust – <i>Member</i></li> <li>• West Auckland Trust Services - <i>Director</i></li> </ul>
Neil Henderson	<ul style="list-style-type: none"> <li>• Portage Trust – <i>Elected Member</i></li> <li>• West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i></li> <li>• Whau River Catchment Trust - <i>Employee</i></li> </ul>
Greg Presland	<ul style="list-style-type: none"> <li>• Lopdell House Development Trust – <i>Trustee</i></li> <li>• Titirangi Residents &amp; Ratepayers Group – <i>Committee Member</i></li> <li>• Whau Coastal Walkway Environmental Trust – <i>Trustee</i></li> <li>• Combined Youth Services Trust – <i>Trustee</i></li> <li>• Glen Eden Bid - <i>Member</i></li> </ul>
Steve Tollestrup	<ul style="list-style-type: none"> <li>• Waitakere Licensing Trust – <i>Elected Member</i></li> <li>• Waitakere Task force on Family Violence – <i>Appointee</i></li> </ul>
Saffron Toms	NIL
Denise Yates	<ul style="list-style-type: none"> <li>• Friends of Arataki Incorporated – <i>Committee member</i></li> <li>• EcoMatters Environment Trust – <i>Trustee</i></li> </ul>

### Member appointments

Board members are appointed to the following bodies. In these appointments the board members represent Auckland Council.

Board Member	Organisation / Position
Sandra Coney	<ul style="list-style-type: none"><li>Friends of Arataki Incorporated – <i>Trustee</i></li></ul>
Neil Henderson	<ul style="list-style-type: none"><li>Friends of Arataki Incorporated – <i>Trustee</i></li><li>Rural Advisory Panel - <i>Member</i></li></ul>
Steve Tollestrup	<ul style="list-style-type: none"><li>Glen Eden Business Improvement District</li></ul>
Greg Presland	<ul style="list-style-type: none"><li>Glen Eden Business Improvement District (alternate)</li></ul>
Saffron Toms	<ul style="list-style-type: none"><li>Ark in the Park</li></ul>

### 4 Confirmation of Minutes

That the Waitākere Ranges Local Board:

- a) confirm the ordinary minutes of its meeting, held on Thursday, 4 May 2017, as a true and correct record.

### 5 Leave of Absence

At the close of the agenda no requests for leave of absence had been received.

### 6 Acknowledgements

At the close of the agenda no requests for acknowledgements had been received.

### 7 Update from Ward Councillors

An opportunity is provided for the Waitakere Ward Councillors to update the board on regional issues they have been involved with since the last meeting.

### 8 Deputations

Standing Order 3.20 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Waitākere Ranges Local Board. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

At the close of the agenda no requests for deputations had been received.

### 9 Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.

At the close of the agenda no requests for public forum had been received.

## 10 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
  - (i) The reason why the item is not on the agenda; and
  - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

## 11 Notices of Motion

There were no notices of motion.



## Panuku Development Auckland Local Board Six-Monthly Update 1 October 2016 to 31 March 2017

File No.: CP2016/25258

### Purpose

1. To give the Waitākere Ranges Local Board an overview of Panuku Development Auckland. The report also notes any major issues, projects and activities within the local board area for the six months 1 October 2016 to 31 March 2017.

### Background

2. Panuku Development Auckland was established in September 2015 as a result of the merger of two Council Controlled Organisations – Waterfront Auckland and Auckland Council Property Limited.
3. Panuku helps to rejuvenate parts of Auckland – from small projects that refresh a site or building, to major transformations of town centres or neighbourhoods.
4. Comprised of six Directorates, Panuku manages around \$1.5 billion of council's property portfolio, which we continuously review to find smart ways to generate income for the region, grow the portfolio or release land or property that can be better used by others.
5. Panuku works with government, iwi, not-for-profit and private organisations. We use our skills, knowledge and connections to bring land and resources together to create the best outcome for Aucklanders.

### Recommendation/s

That the Waitākere Ranges Local Board:

- a) receive the Panuku Development Auckland Local Board Update 1 October 2016 to 31 March 2017

### Local Activities

#### Portfolio Management

6. Panuku manages “non-service” property owned by the council and Auckland Transport (AT) that are not currently needed for service or infrastructure purposes. These are properties that are not immediately required for delivery of a council service or infrastructure development but are being held for use in a planned future project such as road construction, the expansion of parks or development of future town centres.
7. The property portfolio comprises 1437 properties containing 1119 leases as at 31 March 2017. The current portfolio includes vacant land, industrial buildings, warehouses, retail shops, cafes, offices, medical centres and a large portfolio of residential rental homes.
8. The return on the property portfolio for the period ending 31 December 2016 was above budget with a net surplus to the Auckland Council (AC) and AT shareholders of \$3.9m ahead of budget.
9. The average monthly tenantable occupancy rate for the 6 month period is more than 98% which is above the SOI target of 95%.

### Properties Managed in the Waitākere Ranges Local Board Area

10. Panuku Development Auckland currently manages 35 commercial and residential properties within the Waitākere Ranges Local Board area.

Commercial Properties	21
Residential Properties	14
<b>Total Properties Managed</b>	<b>35</b>

### Business Interests

11. Panuku also optimises the commercial return from business interests it manages on council's behalf. This comprises two forestry enterprises, two landfills and four quarries.
12. There are currently no managed business interests in the Waitākere Ranges Local Board area.

### Portfolio Strategy

#### Optimisation

13. The 2015-2025 Long-Term Plan reflects a desire of council to materially reduce or slow down expenditure and unlock value from assets no longer required or which are sub-optimal for service purposes. In response to this, prior to the establishment of Panuku, Auckland Council Property Limited (ACPL) developed a new method of dealing with service property, called optimisation.
14. Asset optimisation deals with "service property". It is self-funding, it maximises efficiencies from service assets, and maintains levels of service whilst releasing property for sale or development. A key element of optimisation is that the sale proceeds are locally reinvested to advance approved projects and activities on a cost neutral basis. It does not include the Auckland Transport portfolio. Panuku continues to advance this programme of work. This includes the development of a cross-council project to coordinate and execute asset sales and optimisation.

### Portfolio Review and Rationalisation

#### Overview

15. Panuku is required to undertake ongoing rationalisation of the council's non-service assets. This includes identifying properties from within council's portfolio that may be suitable for potential sale and development if appropriate. Panuku has a particular focus on achieving housing and urban regeneration outcomes. Identifying potential sale properties contributes to the Auckland Plan focus of accommodating the significant growth projected for the region over the coming decades, by providing the council with an efficient use of capital and prioritisation of funds to achieve its activities and projects.

### Performance

16. **July 2016 to June 2017 Target**

UNIT	TARGET	ACHIEVED	COMMENTS
Portfolio Review	\$75m disposal recommendations	\$42.8 million as at 31 March 2017	These recommendations include \$13.25 million of sites that are identified for development projects.

17. Panuku works closely with the council and AT to identify potentially surplus properties to help achieve disposal targets.
18. **July 2017 to June 2018 Target**

UNIT	TARGET	COMMENTS
Portfolio Review	To be determined as part of the statement of intent with Council.	The target will include disposal recommendations and sales for sites that are identified for housing development and urban regeneration projects

### Process

19. Once identified as a potential sale candidate a property is taken through a multi-stage Rationalisation Process. The agreed process includes engagement with: the council, Council Controlled Organisations (CCOs), local board and Mana Whenua. This is followed by Panuku Board approval, engagement with local ward councillors and the Independent Māori Statutory Board and finally a governing body decision.

### Under review

20. Properties currently under review in the Waitākere Ranges Local Board area are listed below. The list includes any properties that may have recently been approved for sale or development and sale by the governing body.

PROPERTY	DETAILS
315A Glengarry Road, Glen Eden	<p>Vacant land that was vested as road reserve upon subdivision of the original parcel of land in 1926.</p> <p>The Waitākere Ranges Local Board does not support the proposed disposal of this site on the basis that it should be retained for recreational purposes.</p> <p>At the board's request, Panuku consulted with Council's Parks Policy team who confirmed that while the local board area was poorly served with quality open space provision, the subject site was not assessed as a priority against council's open space acquisition policy, did not provide linkages to other council reserves and walkways and would have safety issues due to its profile.</p> <p>As such, a report will be submitted to the Finance and Performance Committee's 11 April 2017 meeting for a final decision on the proposed disposal.</p>

### Acquisitions and Disposals

21. Panuku manages the acquisition and disposal of property on behalf of Auckland Council. We buy property for development, roads, infrastructure projects and other service needs. We manage the sale of properties that are surplus to council requirements. These properties may be sold with or without contractual requirements for development.

### Acquisitions

22. 14 properties have been purchased this financial year for open space purposes around the region at a value of \$23.3m, and 3 properties have been purchased for storm water purposes at a value of \$16.2m.

23. One property was purchased in the Waitākere Ranges Local Board area during the reporting period.
24. Panuku undertakes acquisitions for Auckland Council Parks and Healthy Waters under delegation from Council's Chief Executive. Panuku does not unilaterally decide what properties to buy and when but rather follows a directive to manage the commercial transactions following committee approval to purchase a particular property. A prerequisite of the committee resolution is reporting to the Waitākere Ranges Local Board.
25. All land acquisition committee resolutions contain a confidentiality clause due to the commercially sensitive nature of ongoing transactions, and thus cannot be reported on while in process.

### Disposals

26. For the eight months to March 2017 the Panuku disposals team has achieved \$21.5m of unconditional net sales proceeds from the sale of 13 properties against the 2016/17 disposals target of \$20.0m for the year. The disposals target is agreed with council and is reviewed on an annual basis.
27. No properties were sold in the Waitākere Ranges Local Board area.

### Housing for Older People

28. Council owns and operates 1412 units located in 62 villages across Auckland to provide rental housing to older people in Auckland. The Housing for Older People (HfOP) Project is a council initiative that involves procuring a third party provider to partner with council in delivering the rental housing service.
29. Following the approval by the Panuku Board on 8 December 2015, the Auckland Development Committee noted that HfOP would be an Unlock project for Panuku and that Panuku would prepare a High Level Project Plan (HLPP) that provided the foundation for Panuku to develop and reposition the portfolio to better the needs of older people in Auckland.
30. The HLPP was approved by the Panuku Board in August 2016.
31. On 21 December 2015, council announced that The Selwyn Foundation will be its preferred joint venture partner to manage the HfOP portfolio. Panuku has been negotiating a joint venture agreement with Selwyn. The Joint Venture Company (JVCo) will deliver the service and improve the housing portfolio.
32. Community Housing Provider (CHP) Application was submitted to Ministry Business Innovation Employment (MBIE) by the JVCo on 20 December 2016.
33. Auckland Council has delegated Panuku to lead the development programme. A HLPP is being prepared by Panuku to cover the multi-year redevelopment of the network of village sites.
34. The following HfOP villages are located within the Waitākere Ranges Local Board area:

Village	Address	Number of units
Kaurilands Court	18 Kaurilands Road, Titirangi	22
Westview Village	100 West Coast Road, Glen Eden	42

### West Auckland Development activities

35. Panuku is contributing commercial input into approximately 50 region wide council-driven renewal and housing supply initiatives.

36. Panuku works with partners and stakeholders over the life of projects. It also champions best practise project delivery to achieve best value outcomes within defined cost, time and quality parameters.
37. There are currently no development activities within the Waitākere Ranges Local Board area. Developments outlined below are located within the Henderson-Massey Local Board area. Panuku will continue to keep the Waitākere Ranges Local Board updated due to the local relevance of these development projects.
38. 21-33 Henderson Valley Road (ex Wilsher Village) – does not currently form part of the HfOP portfolio, and is considered a standalone project, albeit associated with provision of housing for older people.
39. Panuku will redevelop part of this site for housing for older people units, subject to Public Works Act obligations being worked through the remainder of the site will then be redeveloped for general housing purposes.
40. Housing for Older People Units – Panuku has worked with the Councils planning team on the draft Resource Consent lodged in December. The project was subject to Auckland Urban Design Panel review in February. The Resource Consent has been refreshed to include the feedback obtained and will be resubmitted early April 2017.
41. The Resource Consent application seeks approval to construct 40 housing for older people homes in a four-storey building on part of the Henderson Valley Road site. Upon completion the 40 Units will be managed by the Auckland Council/Selwyn Foundation Joint Venture Company – Haumarū Auckland Limited. Preliminary Design has been completed for the 40 homes and we are working through the detail to ensure the proposed designs work for the people who will live there. The Detail / Develop Design work will commence once the Resource Consent has been approved. We would like to be in a position whereby we obtain Resource Consent by end of June 2017.
42. Remainder of the Site – Panuku is working through what, if any legal obligations apply pursuant to the s40 Public Works Act in respect of the remainder of the site. We anticipate that the balance land will be held for housing development.
43. Panuku will be looking for a development partner to sell the balance of the Henderson Valley Road site to, with a clear requirement in the Development Agreement to deliver housing within an agreed timeframe. It is important that what is developed on the site enhances the community and is considerate to the 40 Housing for Older People homes to be developed, the Development Agreement will specifically address these desired community outcomes.
44. The proceeds of sale will be ring-fenced for re-investment into this site to fund the construction of the 40 HfOP homes. Additional funding has also been outlined in the council's Long-Term Plan. Construction of 40 homes is estimated to start in early 2018 and ready for occupation in early 2019.

#### **Unlock Henderson**

45. A high level update on the Unlock Henderson priority location below. Unlock priority locations are areas where Council is not necessarily the major land holder and have been identified as requiring Panuku to be the facilitator by using our relationships to break down barriers and influencing others including Council family organisations to create development opportunities.
46. Unlock Henderson – Henderson was chosen as an Unlock location as the result of a Council led assessment across the region's urban centres that had development potential, including: scale and impact, key land holdings, commercial viability, partnership opportunities, leveraging off previous investment and proximity to public transport. The Unlock project area is generally aligned to the Metropolitan Centre zoning and is bounded to the north by Tui Glen Reserve, to the west by Waitemata Park, the south by the Film Studios site and to the east by the Waitakere Mega Centre.

47. Panuku has been working on a High level Project Plan (HLPP) for Henderson. A HLPP is a project initiation document used to detail the short, medium and long term goals for the area and seeks to obtain approval for any additional actions in Henderson. This includes site disposal approval and to undertake further detailed project planning, design and analysis to give effect to the HLPP.
48. The Panuku board approved the Henderson HLPP in March. It is now anticipated that the project will go straight into implementation phase. Development planning has already begun for the first two short term projects, which includes the northern car park of the Council Service Centre. Development associated place making and public good initiatives are being initiated.
49. There are 8 council properties identified in the Unlock Henderson HLPP with some development potential, key short and medium sites include:
50. 2-4 Henderson Valley Road (Council Service Centre's Central one building and car park) – Due Diligence is underway to better understand the sites physical constraints. An indicative reference design scheme is to be prepared to establish what is possible on site for developer partner consideration later in the year.
51. Falls and Alderman car parks – These AT managed sites are designated for parking purposes. A study will be initiated to determine the best approach to centre wide parking provision and demand management to understand the development potential present in these two key sites.
52. 6 Henderson Valley Road Council Service Centre – This building currently houses council and AT staff. AT will vacate the site from October 2017. Once AT have vacated the site the council take the opportunity to complete some building services and climate control project before backfilling the building with other council staff. The building will continue to house council staff uses for the foreseeable 5 year+ future. Unlock Henderson will support the AT led project on the south car park to deliver a new train platform and two new rail lines as part of the City Rail Link (CRL) project. This will allow direct services from Henderson to Otahuhu and Onehunga when the CRL is planned to be open in 2023.
53. Public Good Initiatives – The HLPP proposes four supporting initiatives to support the development projects. These including investigating and planning the upgrade of Opanuku Park, this will enhance development amenity on 2-4 Henderson Valley Road and potentially plan for a new link to Corban Estate. The project will investigate options to better connect development sites to amenities and services, this including planning walking and cycling infrastructure where development sites adjoin the Twin Streams pathway.

## Regional Activities

54. Good progress has been made in our priority development areas, with HLPPs being worked on for Onehunga, Papatoetoe, Avondale and Henderson. In Manukau and Northcote, leading on from the council's approval of the HLPP, Framework Plans (which are more detailed plans on the development of the locations, including reference plans for each development site) have been developed.
55. Often it is the smaller projects that can make a huge difference in a community over a relatively short period – the placemaking activities, the development of public space, or the optimisation of council properties. Panuku is identifying these projects, and a key focus will be on delivering more of these projects within the locations that we work.

## Highlights

56. The highlights for the last six months were:

- a) Sir John Wells ended his term as chairperson in November. Sir John has had a long association with the Council family, including being chairperson of ACPL prior to its amalgamation into Panuku. Richard Aitken was appointed chairperson to replace Sir John.
- b) Roger MacDonald was appointed as the Chief Executive of Panuku, and he started in the role in November. Roger originates from the United Kingdom, and has delivered large scale urban redevelopment projects across the world, in Africa, the Middle East and in the UK.
- c) The Panuku Board agreed that Barrowcliffe Place, Manukau is a “pilot project” to form a consortium comprising a Community Housing Provider, with a Mana Whenua partner(s) and other suitable development and funding partner(s), to develop the site. The aim will be to deliver a mix of market and affordable housing where sustainable and accessible design components will be tested.
- d) The first tenants have moved into the Mason Brothers building in the Wynyard Quarter. The building is part of stage one of Precinct Properties’ programme of developing the commercial sites in the Wynyard Quarter. The development of 12 Madden Street, which Auckland Toursim, Events and Economic Development (ATEED) have taken the head lease for the establishment of Grid AKL, will be completed in July 2017.
- e) Stage Two of the Hobsonville Airfields Development was tendered, and a preferred tenderer has been selected after a number of tenderers submitted strong bids. The due diligence process is underway. The 9.9ha site will see 500 homes of mixed typology constructed.
- f) Lot 1, 187 Flat Bush Road was also tendered and a development agreement has been signed. 30 homes will be constructed on the 1.9 hectare site, with construction commencing within a year of the sale.
- g) The ASB Waterfront Theatre was opened on 22 September 2016. Panuku (on behalf of council) provided the site, contributed to the funding and provided design review and oversight for the project. The theatre is a key component of the activation of the Wynyard Quarter.
- h) The Water Edge Symposium was held in November, with invited waterfront experts attending from the USA, Asia, Europe and the Pacific. As well as discussing international case studies, the symposium workshopped ideas about how to develop the Onehunga/Manukau harbour water edge, and this thinking is feeding into the planning for the Onehunga Transform project.
- i) The Silo Park Summer Programme has seen thousands of people visit the waterfront over the summer period, to enjoy the night markets, catch movies at the Silo cinema, and enjoy the various forms of entertainment on offer, cementing the waterfront as the place to be in Auckland over summer.
- j) After an audit of Panuku against ACC’s Workplace Safety Management Practices external accreditation, Panuku attained Tertiary standard, reflecting its commitment to continual improvement in health and safety.

## Future outlook

57. Over the next few months, Panuku will:

- k) Formalise the joint venture between the council and The Selwyn Foundation (JVCo) to manage the Housing for Older People portfolio and tenants with legal agreements being negotiated and Community Housing Provider registration being prepared. JVCo will take over the management of the Housing for Older People portfolio in July 2017.
- l) The lease of the Panuku office accommodations expires in mid-2017. Options are being considered, and it is likely that it will be more cost effective for Panuku to move to a modest-quality building in the Central Business District rather than remaining in its current building.
- m) Tawera Group is marketing residential apartments to gather pre-sales for the redevelopment of the Civic Administration Building, which is part of the Civic Quarter development. This follows on from the signing of the Development Agreement between Panuku and the Tawera Group.
- n) Panuku is working on a refresh of the Waterfront Strategy, which will frame future development within the CBD waterfront area. This work will be reported to the council in March 2017, with draft Framework Plans reported in May 2017.
- o) Panuku has been reviewing how to improve the transparency of its board meetings and interactions with the media. Panuku will hold as many of its monthly board meetings in the open as possible. A public-excluded session will be held at each meeting to discuss confidential matters. Agendas for each meeting will continue to be posted on the Panuku website ([panuku.co.nz](http://panuku.co.nz)) prior to the meeting. Board papers (with confidential information redacted) will also be posted online. Members of the public will be invited (via the Panuku website) to present to the board on issues relevant to Panuku.

All media enquiries will be responded to in a timely fashion and all information is shared with the media unless it is of a confidential nature. Major projects are outlined on our website and all key documents (such as our Annual Report and the project plans for our development locations) are available online.

## Consideration

### Local board views and implications

- 58. This report is for the Waitākere Ranges Local Board's information.
- 59. Panuku requests that all feedback and/or queries you have relating to a property in your local board area be directed in the first instance to [localboard@developmentauckland.co.nz](mailto:localboard@developmentauckland.co.nz)

### Māori impact statement

- 60. Tāmaki Makaurau has the highest Māori population in the world with one in four Māori in Aotearoa living here.
- 61. Māori make up 12% of the region's total population who mainly live in Manurewa, Henderson-Massey, Papakura, Ōtara-Papatoetoe, Māngere-Ōtahuhu and Franklin. Māori have a youthful demographic with 50% of Māori in Tāmaki Makaurau under the age of 25 years. 5% of the Māori population in the region are currently 65 years and over.
- 62. There are 19 Mana Whenua in the region, with 10 having indicated an interest in Panuku lead activities within the local board area.
- 63. Māori make up 11 percent of the local board population, and there is one marae located within the local board area.

64. Panuku work collaboratively with Mana Whenua on a range projects including potential property disposals, development sites in the area and commercial opportunities. Engagement can be on specific individual properties and projects at an operational level with kaitiaki representatives, or with the Panuku Mana Whenua Governance Forum who have a broader mandate.
65. Panuku will continue to partner with Māori on opportunities which enhance Māori social and economic wellbeing.

## Implementation

66. There are no implementation issues.

## Attachments

There are no attachments for this report.

## Signatories

Authors	Sven Mol - Stakeholder Relations Coordinator - Panuku Development Auckland
Authorisers	Toni Giacon - Team Leader Stakeholder and Community Engagement Glenn Boyd - Relationship Manager Henderson-Massey, Waitakere Ranges, Whau



## Waitākere Ranges Community Halls Assistance Fund 2016/2017

File No.: CP2017/05742

### Purpose

1. To approve the allocation of grants totaling \$42,000 to community organisations operating community halls in the Waitākere Ranges Local Board area.

### Executive summary

2. The Waitākere Ranges Local Board has a Community Halls Assistance budget of \$42,000 for the 2016/2017 financial year to support community-operated halls run on a not-for-profit-basis and available for public use.
3. The ten eligible halls and their associated organisations in the local board area are:

No.	Hall	Organisation
1	Glen Eden Community and Recreation Centre War Memorial Hall	Glen Eden Community and Recreation Centre Incorporated
2	Laingholm Village Hall	Laingholm and District Citizens Association (1998) Incorporated
3 & 4	Oratia Settlers Hall Oratia Small Hall	Oratia District Ratepayers and Residents Association Incorporated
5	Waiatarua Hall	Waiatarua Ratepayers and Residents Association Incorporated
6	Waitākere Domain Hall	Waitākere Residents and Ratepayers Association Incorporated
7	Barnett Hall	Piha Community Centre Society Incorporated
8	Huia Hall	Huia Cornwallis Ratepayers and Residents Association Incorporated
9	Waitākere Township Hall	Waitākere Residents and Ratepayers Association Incorporated
10	Paturoa Bay Hall	Paturoa Bay Ratepayers and Residents Association

4. In line with funding allocations over the past three years, staff recommend a weighted distribution of the funds, according to the tenant and owner responsibilities of maintaining and operating each community hall.
5. Staff recommend that grants are allocated for a three-year term from 2017/2018 as this would allow hall operators to plan for the future.

## Recommendation/s

That the Waitākere Ranges Local Board:

- a) approves the allocation of \$42,000 from the Community Halls Assistance budget to support the operation of the ten community halls.
- b) allocates the following amounts, through a one-year funding agreement for the 2016/2017 financial year, to the six council-owned and community-run halls and the four community-owned and operated community halls:

### *Community run/council owned halls*

No.	Hall	Organisation	\$ amount
1	Glen Eden Community and Recreation Centre War Memorial Hall	Glen Eden Community and Recreation Centre Incorporated	\$3,000
2	Laingholm Village Hall	Laingholm and District Citizens Association (1998) Incorporated	\$3,000
3 & 4	Oratia Settlers Hall Oratia Small Hall	Oratia District Ratepayers and Residents Association Incorporated	\$3,000 \$3,000
5	Waiatarua Hall	Waiatarua Ratepayers and Residents Association Incorporated	\$3,000
6	Waitākere Domain Hall	Waitākere Residents and Ratepayers Association Incorporated	\$3,000
		<b>Sub total</b>	<b>\$18,000</b>

### *Community-owned halls*

No.	Hall	Organisation	\$ amount
7	Barnett Hall	Piha Community Centre Society Incorporated	\$6,000
8	Huia Hall	Huia Cornwallis Ratepayers and Residents Association Incorporated	\$6,000
9	Waitākere Township Hall	Waitākere Residents and Ratepayers Association Incorporated	\$6,000
10	Paturoa Bay Hall	Paturoa Bay Ratepayers and Residents Association	\$6,000
		<b>Sub total</b>	<b>\$24,000</b>

- c) approves moving to a three-year funding arrangement with the ten community hall operators from 2017/2018 onwards.

## Comments

6. The purpose of the Community Halls Fund is to support community operated halls in the Waitākere Ranges Local Board area that are run on a not-for-profit basis and which are available for public use.
7. Retrospective payments have been made to community halls at the end of the financial year for the last three years. Three-year funding terms will enable staff to administer funding agreements in the first quarter of the 2017/2018 financial year.
8. The eligibility criteria for the hall fund is as follows:
  - the hall must be open to the general public to use and/or hire
  - the hall must operate within the Waitākere Ranges Local Board boundaries
  - the hall is run on a not-for-profit basis
  - groups must be a locally run and managed
  - the hall is not managed by a single-focused group, e.g. scouts/sports clubs/interest groups.
9. The ten eligible halls for consideration for a term grant for 2016/2017 in Waitākere Ranges Local Board area are:

No.	Hall	Organisation
1	Glen Eden Community and Recreation Centre War Memorial Hall	Glen Eden Community and Recreation Centre Incorporated
2	Laingholm Village Hall	Laingholm and District Citizens Association (1998) Incorporated
3 & 4	Oratia Settlers Hall Oratia Small Hall	Oratia District Ratepayers and Residents Association Incorporated
5	Waiatarua Hall	Waiatarua Ratepayers and Residents Association Incorporated
6	Waitākere Domain Hall	Waitākere Residents and Ratepayers Association Incorporated
7	Barnett Hall	Piha Community Centre Society Incorporated
8	Huia Hall	Huia Cornwallis Ratepayers and Residents Association Incorporated
9	Waitākere Township Hall	Waitākere Residents and Ratepayers Association Incorporated
10	Paturoa Bay Hall	Paturoa Bay Ratepayers and Residents Association

10. The community halls can be separated into three categories due to their occupancy and/or owner responsibilities, as follows:

No.	Council owned building on council land	Group owned building and land	Group owned building on council/government land
1	Glen Eden Community and Recreation Centre War Memorial Hall		
2	Laingholm Village Hall		
3	Oratia Settlers Hall*		
4	Oratia Small Hall*		
5	Waiatarua Hall		
6	Waitākere Domain Hall		
7		Barnett Hall	
8		Huia Hall	
9		Waitākere Township Hall	
10			

11. Attachment A (Profile of the ten community halls) details the operational expenses associated with the different occupational responsibilities of the hall operators.

**Allocating funding to community halls for 2016/2017**

12. Allocation is weighted to support community-owned halls with a maximum grant capped at \$6000 for each hall.

Council-owned and community-operated halls

13. For the six council-owned and community-operated community halls, staff recommend the local board allocates:

- a base level grant of \$3000 to the operators of each community hall.

Community-owned and operated halls

For the four community-owned and operated halls, staff recommend the local board allocates a total of \$6000 for each of the four halls, as follows:

- a base level grant of \$3000 to the operators of each community hall
- a supplementary amount of \$3000 to recognise the additional costs incurred in operating and maintaining the halls.

**Options for funding community halls from 2017/2018 onwards**

14. At a local board workshop on 24 November 2016, the local board discussed moving the ten community halls to a three-year term arrangement.

15. The table below details the two options for the future funding of the halls:

*Options for funding the community halls from 2017/2018 onwards*

	<b>Option one – fund community halls for one year</b>	<b>Option two – award community halls three-year funding agreements</b>
<b>Community halls are able to forward plan</b>	<ul style="list-style-type: none"> <li>Only for one year, provided funds are paid prior to the end of financial year</li> </ul>	<ul style="list-style-type: none"> <li>Yes, enables groups to plan appropriately for three years</li> </ul>
<b>Provides community halls with stability</b>	<ul style="list-style-type: none"> <li>No, as groups are supported for a one year term</li> </ul>	<ul style="list-style-type: none"> <li>Yes, groups are supported over a longer term</li> </ul>
<b>Halls are maintained to a safe standard, available and open for public use</b>	<ul style="list-style-type: none"> <li>Yes, but this is limited to one year only</li> </ul>	<ul style="list-style-type: none"> <li>Yes, operators can maintain halls and ensure they are available for community use for three years</li> </ul>
<b>Effective management of the fund</b>	<ul style="list-style-type: none"> <li>No, possible resource costs could apply as these are volunteer managed groups</li> </ul>	<ul style="list-style-type: none"> <li>Yes, less resource required to administer fund</li> </ul>
<b>Community hall operators can leverage additional external funding</b>	<ul style="list-style-type: none"> <li>No, funders less likely to support groups knowing funds are allocated for one year</li> </ul>	<ul style="list-style-type: none"> <li>Yes, funders are likely to support knowing groups have funding secured for a longer period of time</li> </ul>

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#### 16. Community hall operator deliverables

Each grant recipients is required to provide an annual report on the following:

- the number of times the hall's bookable spaces are hired and the capacity of those booked spaces
- how the grant is used to support the operation of the community halls
- maintenance work carried out on the hall and the costs involved

The grant recipient must also provide:

- a copy of the financial accounts either reviewed or audited in accordance with rules of their umbrella organisation
- the constitution if and when it is updated
- an update of any changes to elected officers.

17. Records indicate that the recipients of this funding have a good track record of meeting the accountabilities associated with it.
18. A three-year term is recommended as it allows for more opportunities for the halls operators to plan and operate for the future and leverage additional external funding.

## Consideration

### Local board views and implications

19. The local board has indicated support for continuing to provide support to community halls through its discretionary funding and is the decision maker on allocating funds.

### Māori impact statement

20. Opportunities for Māori to pursue social, cultural and environmental activities will continue to be available through the ten community halls operated by the community groups in Waitākere Ranges Local Board area.

### Implementation

#### Current year (2016/2017) and future years (2017/2018 and onwards)

21. Once the local board decides how to allocate funding both the current year and future years, staff will distribute these funds via a funding agreement with the operating organisation. If the local board approves moving to a three-year term grant, staff will administer funding agreements with the hall operators in the first quarter of the 2017/2018 financial year.

### Attachments

No.	Title	Page
<a href="#">A</a> 	Profile of the ten community hall providers	25

### Signatories

Authors	Fua Winterstein - Contracts and Relationships Advisor Sarah Zimmerman - Senior Advisor
Authorisers	Graham Bodman - General Manager Arts, Community and Events Glenn Boyd - Relationship Manager Henderson-Massey, Waitakere Ranges, Whau

Responsibilities for the halls can be separated into the following three categories with associated operational expenses:

Council owned building on council land	Group owned building and land	Group owned building on council/government land
<ol style="list-style-type: none"> <li>1. Glen Eden Community and Recreation Centre War Memorial Hall*</li> <li>2. Laingholm Village Hall</li> <li>3. Oratia Settlers Hall</li> <li>4. Oratia Small Hall*</li> <li>5. Waiaatarua Hall</li> <li>6. Waitakere Domain Hall</li> </ol>	<ol style="list-style-type: none"> <li>7. Barnetts Hall</li> <li>8. Huia Hall</li> <li>9. Waitakere Township Hall</li> </ol>	<ol style="list-style-type: none"> <li>10. Paturua Bay Hall</li> </ol>
Community Group responsible as tenant for:	Community Group responsible as owner for:	Community Group responsible as owner for:
<ul style="list-style-type: none"> <li>• Booking administration</li> <li>• Power</li> <li>• Water</li> <li>• Public liability insurance</li> <li>• Contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Booking administration</li> <li>• Power</li> <li>• Water</li> <li>• Public liability insurance</li> <li>• Property and contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Booking administration</li> <li>• Power</li> <li>• Water</li> <li>• Public liability insurance</li> <li>• Property and contents insurance</li> </ul>
<ul style="list-style-type: none"> <li>• N/A</li> <li>• Tenant alarm and security activations</li> <li>• Fire evacuation procedures and health and safety notices to users</li> <li>• Maintenance of fixtures and fittings</li> <li>• Grounds maintenance</li> <li>• Cleaning</li> </ul>	<ul style="list-style-type: none"> <li>• Rates (rebate eligibility)</li> <li>• Tenant alarm and security activations</li> <li>• Fire evacuation procedures and health and safety notices to users</li> <li>• Maintenance of fixtures and fittings</li> <li>• Grounds maintenance</li> <li>• Cleaning</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> <li>• Tenant alarm and security activations</li> <li>• Fire evacuation procedures and health and safety notices to users</li> <li>• Maintenance of fixtures and fittings</li> <li>• Grounds maintenance</li> <li>• Cleaning</li> </ul>
Council responsible for *exception	Group responsible for	Group responsible for building
<ul style="list-style-type: none"> <li>• Property insurance</li> </ul>		
<ul style="list-style-type: none"> <li>• Property maintenance responsive and renewal</li> <li>• Property infrastructure and utilities</li> <li>• Fire systems and compliance with fire and egress codes</li> <li>• Building Warrant of Fitness</li> <li>• Fixtures and fittings replacement</li> </ul>	<ul style="list-style-type: none"> <li>• Property maintenance responsive and renewal</li> <li>• Property infrastructure and utilities</li> <li>• Fire systems and compliance with fire and egress codes</li> <li>• Building Warrant of Fitness</li> <li>• Fixtures and fittings replacement</li> </ul>	<ul style="list-style-type: none"> <li>• Property maintenance responsive and renewal</li> <li>• Property infrastructure and utilities</li> <li>• Fire systems and compliance with fire and egress codes</li> <li>• Building Warrant of Fitness</li> <li>• Fixtures and fittings replacement</li> </ul>

\*Please note an exception: Glen Eden Community and Recreation Centre War Memorial Hall, Oratia Settlers Hall and Small Hall. There are anomalies between requirements stipulated in its lease with Auckland Council and council's responsibilities as building owner.



## Renewal and variation of community lease to Waterhole Swimming Centre Limited, 471-479 West Coast Road, Glen Eden

File No.: CP2017/07428

### Purpose

1. To grant a renewal and variation of community lease to Waterhole Swimming Centre Limited at Parrs Park, 471-479 West Coast Road, Glen Eden.

### Executive summary

2. Waterhole Swimming Centre Limited holds a community lease from the legacy Waitemata City Council for a term of 33 years commencing 1 October 1982. The lease contains one 33-year right of renewal for the period 1 October 2015 until 30 September 2048.
3. Waterhole has agreed to a variation of lease to include the Smokefree Policy clause, a maintenance schedule of works undertaken and proposed, and compliance with national and international pool water quality and heating standards.
4. This report recommends granting a renewal and variation of community lease to the waterhole for a term of 33 years commencing 1 October 2015.

### Recommendation/s

That the Waitākere Ranges Local Board:

- a) grant a renewal of community lease to Waterhole Swimming Centre Limited for a term of 33 years commencing 1 October 2015.
- b) agree that the rent on renewal is not to be increased on the basis that the lease is also varied on renewal to include the following clauses:
  - i) Auckland Council has adopted a Smokefree Policy to apply on all Council land, which policy the Lessee is obligated to abide by during the Term. The Lessee will use its best endeavours to ensure its members, employees, invitees, contractors and agents abide by the policy;
  - ii) from 1 June 2017 Waterhole Swimming Centre Limited shall ensure that New Zealand Recreation Association (NZRA), PoolSafe and NZS5826:2010 Standards and Federation Internationale De Natation (FINA) water temperature guidelines and any subsequent industry standards are followed and compliant at all times;
  - iii) from 21 April 2017 Waterhole Swimming Centre Limited shall submit to Auckland Council, no later than 21 April each year, its scheduled building maintenance for the current financial year, which is to be approved by Auckland Council (acting reasonably). Waterhole Swimming Centre Limited must then undertake such building maintenance in the current financial year. In the same report, Waterhole Swimming Centre Limited must also itemise the building maintenance undertaken over the previous financial year.
- c) Approve all other terms and conditions as contained in the existing community lease dated 21 January 1983 excluding this present right of renewal.

## Comments

### Waterhole Swimming Centre Limited

5. Waterhole wishes to exercise its right of renewal for the period 1 October 2015 until 30 September 2048.
6. Waterhole owns the swim centre located on Parrs Park (Attachment A: aerial photograph showing location and lease area).
7. Waterhole is a limited liability company and not an incorporated society or charitable trust. Despite this, Auckland Council is obligated to renew the community lease for a further term of 33 years.
8. The swim centre complex was designed and built for teaching and coaching and consists of a 10 meter learner's pool and a 25 meter training pool.
9. While Waterhole is primarily a swim teaching facility it does have limited space available for public lane swimming each day. Waterhole offers local students swimming scholarships with 24 taken up in 2016, reduced rates for pupils with special needs, reduced rates for local school and preschools.
10. A Facility Assessment Report was undertaken by Auckland Council in March 2017. The overall condition of the building was assessed as being average and acceptable for the age of the building. Waterhole employs a maintenance worker for 30 hours a week to keep the facility in a good state of cleanliness and repair. Waterhole has agreed to supply the council with a maintenance schedule of works undertaken and proposed each year. This is to ensure the facility will continue to be maintained to a standard acceptable to the council.
11. Located on council land adjacent to Parrs Park are the Hoani Waititi Marae and Te Kura Kaupapa Maori o Hoani Waititi Marae (primary school). Waterhole offers year one to six students 40 lessons per year at a reduced rate along with four scholarships, two for both girls and boys. Waterhole also hosts the year one to six school swimming sports events.

### Parrs Park

12. Waterhole is located on part of Parrs Park being described as Lot 3 on Deposited Plan 328432. Lot 3 is held in fee simple by Auckland Council as a classified recreation reserve under the Reserves Act 1977.
13. Waterhole is contemplated in the Parr's Park (and Sherrybrooke Esplanade) Reserve Management Plan adopted 31 August 2010. The management plan states "...This lease is legal in terms of the Reserves Act 1977 in view that it was granted by the former Waitemata City Council pursuant to section 54(1)(d) of the Reserves Act 1977 with the prior consent of the then Minister of Lands..."

## Consideration

### Local board views and implications

14. Council staff sought input at a local board workshop on 2 March 2017 and no objections were raised.
15. The Waitakere Ranges Local Board is the allocated authority to approve the granting of a renewal and variation of community lease.

### Māori impact statement

16. There are no changes in use or operational activities being conducted on the land.
17. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader legal obligations to Māori.
18. Waterhole offers Te Kura Kaupapa o Hoani Waititi Marae (adjacent primary school) reduced rate swimming lessons to its year one to six students along with four swimming scholarships.

## Implementation

19. There is no cost implication associated with the approval of the renewal and variation of community lease.

## Attachments

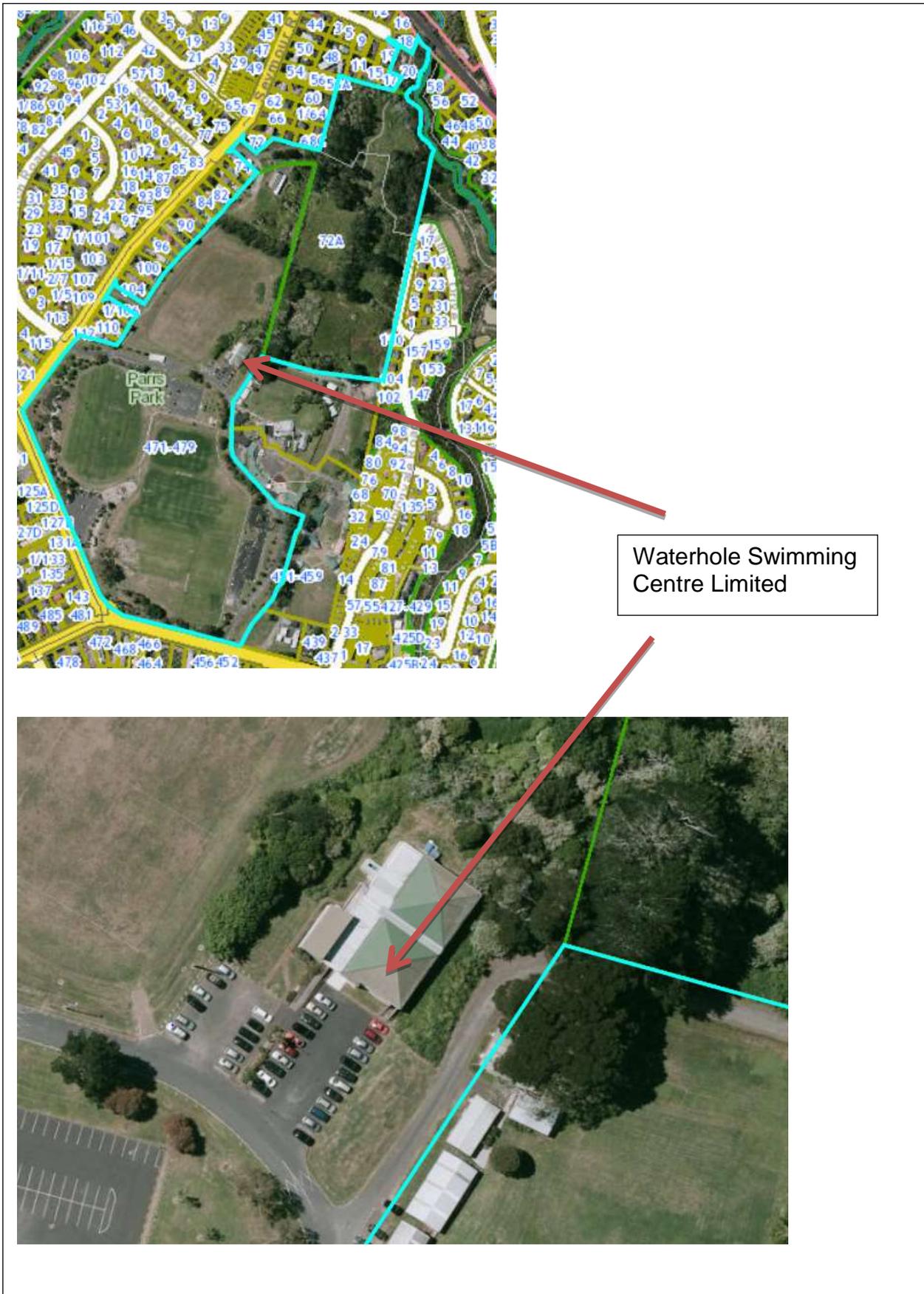
No.	Title	Page
<a href="#">A</a>  	Aerial photograph - Waterhole Swimming Centre Limited, Parrs Park, 471-479 West Coast Road, Glen Eden	31

## Signatories

Authors	Donna Cooper - Lease Advisor
Authorisers	Rod Sheridan - General Manager Community Facilities Glenn Boyd - Relationship Manager Henderson-Massey, Waitakere Ranges, Whau



Attachment A: Aerial photograph – Waterhole Swimming Centre Limited, Parrs Park, 471-479 West Coast Road, Glen Eden.



Item 14

Attachment A