

I hereby give notice that an ordinary meeting of the Manukau Harbour Forum will be held on:

Date: Friday, 18 August 2017
Time: 12:00pm
Meeting Room: Māngere-Otāhuhu Local Board Office
Venue: Shop 17
 93 Bader Drive
 Māngere Town Centre

Manukau Harbour Forum

OPEN AGENDA

MEMBERSHIP

Chairperson	Saffron Toms	<i>Waitakere Ranges Local Board</i>
Deputy Chairperson	David Holm	<i>Puketapapa Local Board</i>
Members	Alan Cole	<i>Franklin Local Board</i>
	Carrol Elliott, JP	<i>Mangere-Otahuhu Local Board</i>
	Joseph Allan	<i>Manurewa Local Board</i>
	Josephine Bartley	<i>Maungakiekie-Tamaki Local Board</i>
	Dawn Trenberth	<i>Otara-Papatoetoe Local Board</i>
	Bill McEntee	<i>Papakura Local Board</i>
	Tracy Mulholland	<i>Whau Local Board</i>
Alternate Members	Sharlene Druyven	<i>Franklin Local Board</i>
	Togiatolu Walter Togiamua	<i>Mangere-Otahuhu Local Board</i>
	Angela Cunningham-Marino	<i>Manurewa Local Board</i>
	Debbie Burrows	<i>Maungakiekie-Tamaki Local Board</i>
	Nerissa Henry	<i>Maungakiekie-Tamaki Local Board</i>
	Chris Makoare	<i>Maungakiekie-Tamaki Local Board</i>
	Apulu Reece Autagavaia	<i>Otara-Papatoetoe Local Board</i>
	Michael Turner	<i>Papakura Local Board</i>
	Julie Fairey	<i>Puketapapa Local Board</i>
	David Whitley	<i>Whau Local Board</i>
	Neil Henderson	<i>Waitakere Ranges Local Board</i>
	Denise Yates, JP	<i>Waitakere Ranges Local Board</i>
	Steve Tollestrup	<i>Waitakere Ranges Local Board</i>

(Quorum 5 members)

Riya Seth
Democracy Advisor

14 August 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.

4 Confirmation of Minutes

That the Manukau Harbour Forum:

- a) confirm the ordinary minutes of its meeting, held on Friday, 16 June 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 Petitions

At the close of the agenda no requests to present petitions had been received.

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 Manukau Harbour Forum. 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.

Approval of Manukau Harbour Forum work programme

File No.: CP2017/13397

Purpose

1. To approve the 2017/2018 work programme for the Manukau Harbour Forum.

Executive summary

2. The Manukau Harbour Forum agreed its vision for the harbour as “the Manukau Harbour is recognised and valued as a significant cultural, social, and economic treasure taonga”. The implementation of that vision has been supported by a specific forum three year work programme, collectively funded by the nine member boards (Franklin, Papakura, Ōtara-Papatoetoe, Manurewa, Māngere-Ōtāhuhu, Puketāpapa, Maungakiekie-Tāmaki, Whau, and Waitākere Ranges). This work programme was completed in the 2016/2017 financial year.
3. While it was initially considered that this report would propose a new three year work programme for approval, staff recommend that the forum only agree a one year work programme at this time. Additional time will allow for inclusion of recommendations arising from formal reviews of forum activities, outcomes of the Manukau Harbour watershed management plan process, and align funding cycles with the long-term plan.
4. The proposed one year work programme includes opportunities to review the past forum work programme, and will provide useful feedback into the development of future forum work programmes. It also suggests continuing funding for a symposium and a communications programme.
5. This report seeks approval of the one year programme, supported with the \$69,000 of funding approved by member boards as part of their 2017/2018 environment work programmes

Recommendations

That the Manukau Harbour Forum:

- a) approve the 2017/2018 Manukau Harbour Forum work programme as noted in the table below:

Objective	Action	2017/2018 Budget
Profile raising - culture, economic, ecological	Symposium – information sharing and networking	\$30,000
	Profile raising and marketing	\$5,000
	Communications and event support plan	\$10,000
	Watershed-Harbour Connectedness - Evaluation of current flagship sites programme	\$10,000
Robust knowledge base	Manukau Harbour modelling - watching brief and advocacy	No budget allocated.
	Other council activities - watching brief and advocacy for integrated approaches	No budget allocated.

Item 12

Champion and advocate for the integrated management of the Manukau Harbour	Integrated Watershed Plans - watching brief and advocacy	No budget allocated.
Forum resourcing supports vision outcomes	Ongoing advocacy as needs arise. Governance review.	\$14,000

- b) note that funding for this work programme was approved by member boards through their annual environment work programmes.

Comments

6. The agreed vision and strategy for the Manukau Harbour Forum, that 'the Manukau Harbour is recognised and valued as a significant cultural, ecological, social and economic treasure/taonga'. The four objectives supporting that vision and strategy are noted below;
- Raise the profile of the Manukau Harbour as a significant cultural, ecological and economic asset
 - Have a robust knowledge base to support integrated management
 - Champion and advocate for the development and implementation of planning frameworks and projects to support integrated management of the Manukau Harbour
 - Ensure there are sufficient resources, including officer input and budget, to support the Forum to deliver on the vision.
7. The vision and strategy, and associated objectives, provide the strategic framework for the development of the proposed 2017/2018 work programme. This work programme proposes continuing key aspects of the previous work programme, such as an annual symposium. It also suggests reviewing some aspects to identify opportunities for refining future work programmes or projects.
8. Table one provides an overview of the proposed work programme, with additional detail in paragraphs 9 to 15 below.

Objective	Action	2017/2018 Budget
Profile raising - culture, economic, ecological	Symposium – information sharing and networking	\$30,000
	Profile raising and marketing	\$5,000
	Communications and event support plan	\$10,000
	Watershed-Harbour Connectedness -Evaluation of current flagship sites programme	\$10,000
Robust knowledge base	Manukau Harbour modelling -watching brief and advocacy	No budget allocated.
	Other council activities - watching brief and advocacy for integrated approaches	No budget allocated.
Champion and advocate for the integrated management of the Manukau Harbour	Integrated Watershed Plans - watching brief and advocacy	No budget allocated.

Objective	Action	2017/2018 Budget
Forum resourcing supports vision outcomes	Ongoing advocacy as needs arise. Governance review.	\$14,000

Table one: Proposed 2017/2018 work programme

Profile raising (\$55,000)

9. Of the \$68,000 approved funding, this work programme recommends allocating \$55,000 to projects aimed at increasing the profile of the Manukau Harbour, and the forum, via the following mechanisms:
- delivery of the Manukau Harbour symposium (which fosters information sharing and ideas exchange) around integrated management of the Manukau Harbour.
 - funding of \$30,000 from the approved 2017/2018 budget will support delivery of the symposium;
 - marketing and brand development to raise the profile of the forum, and the harbour at a cost of \$5,000;
 - development of a communications plan and support for event attendance and other educational outreach projects at a cost of \$10,000; and
 - review the previous flagship sites programme to identify options for improving education programmes on the harbour at a cost of \$10,000

Forum governance and resourcing (\$14,000)

10. At the June 2017 workshop, the forum identified a need to review the current governance arrangements for the forum. A review would address the role of the governing body in supporting the forum, and the involvement of mana whenua. This review could also consider funding resources for the forum. This review would be similar to that conducted for council's advisory panels held at the end of each term. Funding of \$14,000 in year one is required for this review.
11. Council is currently undertaking a wider review of governance arrangements. If staff receive confirmation that this review can include a review of the forum, this funding will be reallocated to a different part of the work programme (subject to forum decision).

Robust knowledge base and integrated management

12. The previous work programme did not include a register of topics and issues that the forum wanted to be kept abreast of. The forum recognises that it is in a position to provide joined up feedback on issues impacting the harbour, for example, the development of a Manukau Harbour watershed management plan, and the East West Link.
13. A register of 'watching brief' and advocacy topics ensures the maintenance of a robust knowledge base, and that integrated management approaches are applied to the Manukau Harbour. This register is a live document, with issues being added to the register as they arise.
14. An indicative 'watching brief' register is illustrated in table two below.

Topic	Purpose
Hydrodynamic modelling	To receive regular updates on the development of the model, noting this project was a key advocacy issue for the forum in its first two terms

Wai Ora Healthy Waterways	To provide input and feedback on the Manukau Harbour watershed management plan
East West Link	To receive regular updates on the project as required
State of the Manukau environment reporting	To receive information on the health of the harbour.
Faecal Source Tracking	To receive information on current projects to address faecal contamination of the harbour
Tiriti o Waitangi settlement	To understand the impact of treaty settlements on future management of the harbour.

Table two: Register of watching brief issues

15. There is no financial allocation associated with this delivery for the 2017/2018 financial year. However, there is no resourcing within Infrastructure and Environmental Services to support the forum in drafting formal submissions on key issues. It is recommended that the forum seek this support through their local board advisory teams. The forum may also consider its role in providing formal feedback through the proposed governance review.

Other options

MAD (Make a Difference) Marine programme

16. Forum members have suggested sponsoring students to attend the annual MAD (Make a Difference) Marine hui. This hui and associated programme supports students to become leaders in their schools and communities through championing local sustainability projects. Funding for the programme has recently been reduced following the withdrawal of support by the Department of Conservation.
17. Forum funding of \$5,000 would support students from each of the nine boards to attend the hui. This would cover both the costs of attending the hui, and equipment costs. If the forum agreed to this funding, it could impose a condition that actions arising from the students' attendance at the hui focus on the Manukau Harbour watershed.
18. However, regional funding to continue this programme remains uncertain. Until there is confirmation that the programme will continue, it is not recommended that the forum include support for MAD Marine in its work programme at this time.

Manukau Harbour Forum Action Plan

19. Action plans provide communities and local boards with guidance on how to improve water quality, as well as outlining priorities for future funding. As planning for the Manukau Harbour watershed management plan is still underway, it is not recommended the forum invest in an action plan at this time. The watershed management plan may similarly identify funding priorities, as well as future opportunities for the forum to take a leadership role in enabling action to improve the harbour.

Regional funding and support

20. This report only discusses the forum's own work programme. A number of regional projects underway also support delivery of the forum's objectives to improve the health of the harbour. This includes \$500,000 to complete the hydrodynamic modelling work by 2019, and the development of an integrated watershed management plan for the Manukau. While there is no specific budget line for Manukau Harbour in council's long-term plan, individual departments contribute to the forum's objectives through various projects, for example, to improve the water quality and amenity of catchment streams, beaches, and reserves adjacent to the harbour.

Consideration

Local board views and implications

21. The establishment of the forum recognised that improving the Manukau Harbour would benefit from joint advocacy of all nine local boards (Franklin, Papakura, Ōtara-Papatoetoe, Manurewa, Māngere-Ōtāhuhu, Maungakiekie-Tāmaki, Puketāpapa, Whau, and Waitākere Ranges) surrounding the harbour.
22. The nine boards agreed to re-constitute the forum in early 2017, with funding approved in June 2017 as part of boards' annual work programmes. Member boards will be asked to ratify this work programme at an upcoming business meeting, subject to the decision of this meeting.
23. Individual boards fund projects impacting on the harbour through their local environment or parks work programmes. Draft local board plans continue to highlight the importance of water quality, and the Manukau Harbour, to local communities.
24. A discussion on this proposed work programme was held with the forum at a workshop in June 2017. Feedback from that workshop is incorporated into the recommendations and commentary in this report.

Māori impact statement

25. Te Mānukanuka o Hoturoa, the Manukau Harbour is highly significant to mana whenua. Feedback from mana whenua received through previous council consultations is strongly supportive of improving water quality in the harbour and its catchment streams. This feedback also notes the importance of the harbour as a source of kai.
26. Recognising mana whenua interest in the harbour, in the last term the Manukau Harbour Forum sought advice on how to appropriately engage with mana whenua around issues impacting on the harbour. Advice was that co-option of mana whenua representatives on to the forum itself was not appropriate, noting that treaty settlement negotiations for the harbour are not yet complete. As such, the forum agreed to host up to three hui per year with mana whenua to discuss the mutual interest in improving the harbour.
27. The proposed governance review will consider future involvement of mana whenua in the forum.

Implementation

28. All member boards will be asked to ratify the three year work programme. Funding approval for implementation will be sought from member boards through the annual work programme process.
29. Any delay in approving this work programme may mean that not all budget allocated to the forum will be delivered in this financial year.
30. Regular reporting on implementation will be through the Infrastructure and Environmental Services contribution to member boards' quarterly performance report, or as required.

Attachments

There are no attachments for this report.

Signatories

Authors	Emma Joyce - Relationship Advisor Libby Caldwell – Senior Healthy Waters Specialist Dr Coral Grant – Principal, Integrated Catchments
Authorisers	Barry Potter - Director Infrastructure and Environmental Services Victoria Villaraza - Relationship Manager

Adoption of business meeting schedule

File No.: CP2017/14630

Purpose

1. To seek the adoption of the Manukau Harbour Forum meeting schedule for the 2016/2019 electoral term.

Executive summary

2. A draft meeting schedule for the 2016/2019 electoral term has been developed and is included below for adoption by the forum.

Recommendations

That the Manukau Harbour Forum:

- a) agree to the meeting schedule outlined below for the 2016/2019 electoral term.

Year	Date	Location
2017	20 October	Mangere-Otahuhu Local board office, Shop 17, 93 Bader Drive, Mangere Town Centre
	15 December	
2018	16 February	Mangere-Otahuhu Local board office, Shop 17, 93 Bader Drive, Mangere Town Centre
	20 April	
	15 June	
	17 August	
	19 October	
14 December		
2019	15 February	Mangere-Otahuhu Local board office, Shop 17, 93 Bader Drive, Mangere Town Centre
	19 April	
	21 June	
	16 August	

- b) agree to commence business meetings at 12.00pm. Public forum and deputations will be scheduled in the early part of the business meeting, to enable the democratic process.

Attachments

There are no attachments for this report.

Signatories

Author	Riya Seth - Democracy Advisor
Authoriser	Victoria Villaraza - Relationship Manager