

Meeting Date	Resolution	Item	Issues	Resolution / Description	Timeframe	Comment
9-Jun-16	MR/2016/118	31	Report Template Update	<p>That the Manurewa Local Board:</p> <p>b) request that "Health and Safety" heading be added into the standard report template. Template – Health and Safety</p>		<p>The Quality Advice Programme Lead advises the report template is currently being reviewed. At the moment the draft template has a place for a Health and Safety comment. Several people from across the organisation are currently testing the draft template. The information from this exercise, plus soon to be obtained input from the quality advice steering group and the Mayor's office will be used to finalise the template.</p> <p><u>December 2017</u></p> <p>The Auckland Council has developed and implemented a new report writing template that aligns with the Quality Advice Standards and presents information in a way that helps elected and appointed members in their decision-making. The new report writing template will come into effect from 1 January 2018. The new report template does not include a separate / mandatory heading for Health and Safety. However if there is a significant health and safety risk of the proposed decision there is an expectation that the Risks section would include a Health and Safety sub-heading with a summary of the health and safety risks and the related mitigations.</p>
16-Feb-17	MR/2017/19	15	Open Space Acquisition & Divestment Policy & Open Space Levels of Provision Policy Review	<p>That the Manurewa Local Board:</p> <p>a) receive the verbal report from the Manurewa Local Board Chairperson regarding:</p> <p>i) request the Governing Body to review the Open Space Acquisition and Divestment Policy and the Open Space Levels of Provision Targets Policy as a matter of urgency to ensure adequate open space provision in light of the High Court Judgement decision on the Unitary Plan "out of scope" zone areas now being able to intensify.</p>		<p><u>December 2017</u></p> <p>Please refer to the December 2017 business meeting report 'Decision-making allocation update'.</p>