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

**Date:** Thursday, 15 February 2018  
**Time:** 9.30AM  
**Meeting Room:** Upper Harbour Local Board Office  
**Venue:** 30 Kell Drive  
Albany

### Upper Harbour Local Board

**OPEN AGENDA**

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#### MEMBERSHIP

- **Chairperson:** Lisa Whyte  
- **Deputy Chairperson:** Margaret Miles, JP, QSM  
- **Members:**  
  - Uzra Casuri Balouch, JP  
  - Nicholas Mayne  
  - John McLean  
  - Brian Neeson, JP

(Quorum 3 members)

---

**Cindy Lynch**  
**Democracy Advisor**

9 February 2018

Contact Telephone: (09) 4142684  
Email: Cindy.Lynch@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

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**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
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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.

The Auckland Council Code of Conduct for Elected Members (the Code) requires elected members to fully acquaint themselves with, and strictly adhere to, the provisions of Auckland Council’s Conflicts of Interest Policy. The policy covers two classes of conflict of interest:

i) A financial conflict of interest, which is one where a decision or act of the local board could reasonably give rise to an expectation of financial gain or loss to an elected member; and

ii) A non-financial conflict interest, which does not have a direct personal financial component. It may arise, for example, from a personal relationship, or involvement with a non-profit organisation, or from conduct that indicates prejudice or predetermination.

The Office of the Auditor General has produced guidelines to help elected members understand the requirements of the Local Authority (Member’s Interest) Act 1968. The guidelines discuss both types of conflicts in more detail, and provide elected members with practical examples and advice around when they may (or may not) have a conflict of interest.

Copies of both the Auckland Council Code of Conduct for Elected Members and the Office of the Auditor General guidelines are available for inspection by members upon request.

Any questions relating to the Code or the guidelines may be directed to the Relationship Manager in the first instance.

4 Confirmation of Minutes

That the Upper Harbour Local Board:

a) confirm the ordinary minutes of its meeting, held on Thursday, 14 December 2017, including the confidential section, 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 Upper Harbour 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.

8.1 Harbour Sport update

Te take mō te pūrongo / Purpose of the report
1. To address the Upper Harbour Local Board and provide an update on the activities of Harbour Sport.

Whakarāpopotanga matua / Executive summary
2. Toni-Maree Carnie, Chief Executive of Harbour Sport, will be in attendance to give the Upper Harbour Local Board an update on the activities and challenges their organisation has faced over the last 12 months.

Ngā tūtohunga / Recommendation/s
That the Upper Harbour Local Board:

a) receive the deputation from Toni-Maree Carnie from Harbour Sport, and thank her for her attendance and presentation.

Attachments
A Harbour Sport presentation................................................................. 325

8.2 Greenhithe Community Trust update

Te take mō te pūrongo / Purpose of the report
1. To seek guidance from the board regarding the Oruamo/Hellyers Escarpment Pest Control Project.

Whakarāpopotanga matua / Executive summary
2. Amanda Mitchell, Chair of the Greenhithe Community Trust, will be in attendance to update the board on plans for the use of recent private grants towards pest control in the Upper Harbour Local Board area. The Trust is seeking feedback and guidance on their proposals and would also like to introduce the facilitator for the Oruamo/Hellyers Escarpment Pest Control Project, Richard Chambers, who also works with Gecko Trust.

Ngā tūtohunga / Recommendation/s
That the Upper Harbour Local Board:

a) thank Amanda Mitchell, Chair of the Greenhithe Community Trust, and Richard Chambers, facilitator for the Oruamo/Hellyers Escarpment Pest Control Project, for their attendance and presentation.
8.3 Albany United Football Club resourcing challenges

Te take mō te pūrongo / Purpose of the report
1. To address the Upper Harbour Local Board to highlight the challenges the club is facing with regard to insufficient training space and resources for their growing membership.

Whakarāpopototanga matua / Executive summary
2. Andrea Harold, Operations Manager, and Kieron Henare, Club President, from Albany United Football Club, will be in attendance to discuss issues raised with Auckland Council’s sports fields booking department.

Ngā tūtohunga / Recommendation/s
That the Upper Harbour Local Board:
a) receive the deputation from Andrea Harold and Kieron Henare from Albany United Football Club, and thank them for their attendance and presentation.

Attachments
A Albany United Football Club photos ............................................................. 355

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:

Attachments
A Oruamo/Hellyers Escarpment Pest Control project - background information .......................................................................................................................... 343
B Greenhithe Community Trust presentation .......................................................... 345
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.
Te take mō te pūrongo / Purpose of the report
1. The open unconfirmed minutes and minute attachments of the Upper Harbour Local Board ordinary meeting held on Thursday, 14 December 2017, are attached at item 12 of the agenda for the information of the board only.

Ngā tūtohunga / Recommendation/s
That the Upper Harbour Local Board:

a) note that the open unconfirmed minutes and minute attachments of the Upper Harbour Local Board meeting held on Thursday, 14 December 2017, are attached at item 12 of the agenda for the information of the board only, and will be confirmed under item 4 of the agenda.

Ngā tāpirihanga / Attachments

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<table>
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</table>
Upper Harbour Local Board

MINUTES

Minutes of a meeting of the Upper Harbour Local Board held in the Orewa Service Centre, Council Chamber, 50 Centreway Road, Orewa, on Thursday, 14 December 2017 at 9.31am

PRESENT

Chairperson
Lisa Whyte

Deputy Chairperson
Margaret Miles, JP

Members
Uzra Casuri Balouch, JP
Nicholas Mayne
John McLean
Brian Neeson, JP

Until 2.30pm [Item 25]
Attachment A

Item 12
1 Welcome

2 Apologies

There were no apologies.

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes

Resolution number UH/2017/190

MOVED by Chairperson L Whyte, seconded by Member B Neeson:

That the Upper Harbour Local Board:

a) confirm the ordinary minutes of its meeting, held on Thursday, 16 November 2017, as a true and correct record.

CARRIED

5 Leave of Absence

There were no leaves of absence.

6 Acknowledgements

There were no acknowledgements.

7 Petitions

There were no petitions.

8 Deputations

8.1 Greenhithe Residents and Ratepayers Association - to address Item 15, Auckland Transport monthly update

A document was provided at the meeting. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number UH/2017/191

MOVED by Chairperson L Whyte, seconded by Deputy Chairperson M Miles:

That the Upper Harbour Local Board:

a) receive the delegation from Brian Carran, Chair of the Greenhithe Residents and Ratepayers Association, and thank him for his attendance and presentation.

CARRIED

Attachments

A Submission from Greenhithe Residents and Ratepayers Association
8.2 Nga Maunga Whakahii o Kaipara Development Trust - to address Item 16, Approval for five new road names

A document was provided at the meeting. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number UH/2017/192

MOVED by Member N Mayne, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) receive the deputation from Daniel Clay, Tumuaki (Chief Executive Officer) of Nga Maunga Whakahii o Kaipara Whenua Hoko Holdings Limited, and Pani Gleeson, Kairahia Taiao (Resource Consents Co-ordinator) of Nga Maunga Whakahii o Kaipara Development Trust, and thank them for their attendance and presentation.

CARRIED

Attachments

A Te Uru road naming rationale

9 Public Forum

9.1 June Kearney - Notice of Motion, Hobsonville Marina

Resolution number UH/2017/193

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) thank June Kearney for her attendance.

CARRIED

10 Extraordinary Business

There was no extraordinary business.

11 Notices of Motion

Under Standing Order 2.5.1 (LBS 3.11.1) or Standing Order 1.9.1 (LBS 3.10.17) (revoke or alter a previous resolution) Notices of Motion have been received from Members N Mayne and B Neeson for consideration under items 13 and 14 respectively.

12 Minutes of the Upper Harbour Local Board meeting held, Thursday 16 November 2017

That the Upper Harbour Local Board note that the open unconfirmed minutes and minute attachments of the Upper Harbour Local Board meeting held on Thursday, 16 November 2017, are attached at item 12 of the agenda for the information of the board only, and will be confirmed under item 4 of the agenda.
13 Notice of Motion - Te Wharau Creek

Resolution number UH/2017/194

MOVED by Member N Mayne, seconded by Chairperson L Whyte:

Motion

That the Upper Harbour Local Board:

a) request advice from the relevant council staff regarding the most appropriate and effective tools and methods to protect the freshwater ecology of Te Wharau Creek, including:

i. the present understanding of the local and regional biodiversity significance of Te Wharau Creek

ii. the extent of land owner control Auckland Council has over the tributaries of Te Wharau Creek

iii. the legal status of land controlled by Auckland Council within the tributaries of Te Wharau Creek, including whether the land is owned as fee simple land held according to the Local Government Act, or as a reserve held according to the Reserves Act 1977

iv. what policy or plans apply to the protection of the freshwater ecology of Te Wharau Creek, including any Reserve Management Plan associated with the catchment

v. the possibility of a bylaw, or amendment to current bylaws, to establish a strict no-take rule with regard to native plants and animals within any of the freshwater tributaries of Te Wharau Creek (both those on public and private land), with exceptions agreed by mana whenua, or approved by the local board for research or ecological stewardship purposes

vi. the possibility of enhancing planning provisions, such as the Unitary Plan and/or TP90, so as to minimise disturbance and pollution within the catchment of Te Wharau Creek from development

vii. any other mechanisms that may be effective in protecting the freshwater ecology of Te Wharau Creek.

b) that any proposed solutions for the protection of the freshwater ecology of Te Wharau Creek, provides a process for additional freshwater ecosystems of significance to achieve the same protection, by way of a resolution of the relevant local board.

CARRIED
14 Notice of Motion - Hobsonville Marina (West Park)

A document was tabled by Member N Mayne at the meeting. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

June Kearney was given leave to address the board for three minutes on this topic. A division was called for, voting on which was as follows:

Resolution number UH/2017/195

MOVED by Member B Neeson, seconded by Member U Balouch:

Motion
That the Upper Harbour Local Board:

a) oppose the sale of any and all parts of Hobsonville Marina (West Park) and that the said area remain in Auckland Council ownership.

For                                  Against                                  Abstained
Member U Balouch                     Member N Mayne                          
Member J McLean                      
Deputy Chairperson M Miles           
Member B Neeson                      
Chairperson L Whyte

The motion was declared CARRIED by 5 votes to 1.

CARRIED

Resolution number UH/2017/196

MOVED by Member B Neeson, seconded by Member U Balouch:

That the Upper Harbour Local Board:

b) does not support the development plan proposed by Panuku Development and does not consider the proposed plan to be in the public interest or in the interest of the West Harbour community.

A division was called for, voting on which was as follows:

For                                  Against                                  Abstained
Member U Balouch                     Member N Mayne                          Deputy Chairperson M Miles
Member J McLean                      Chairperson L Whyte
Member B Neeson

The motion was declared CARRIED by 3 votes to 1.

CARRIED

Attachments

A Memo from Panuku Development Auckland regarding West Park Marina

Procedural Motion

Resolution number UH/2017/197

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) move back into public forum to provide June Kearney with the opportunity to address the meeting in relation to item 14.

CARRIED
Adjournment of Meeting
Resolution number UH/2017/198
MOVED by Deputy Chairperson M Miles, seconded by Chairperson L Whyte:
That the Upper Harbour Local Board:
b) agree to adjourn the meeting until 10:30am.
CARRIED
The meeting adjourned at 10:27am and reconvened at 10:30am, all members were present.

15 Auckland Transport monthly report - December 2017
Resolution number UH/2017/199
MOVED by Chairperson L Whyte, seconded by Member J McLean:
That the Upper Harbour Local Board:
a) receive the Auckland Transport update for December 2017.
b) approve a budget allocation based on a Rough Order of Costs of $740,000 from the Upper Harbour Local Board Transport Capital Fund, to implement the upgrade of an S-bend on Greenhithe Road to 15 Rame Road, and an S-bend on Windfall Grove to 81 Rame Road.
c) request Auckland Transport investigate the Rough Order of Costs to extend the project from 81 Rame Road to 99 Rame Road, for the local board’s consideration.
d) delegate permission to the Chair and Deputy Chair to approve the financial expenditure relating to part c) above, once majority support has been sought from the entire local board.
e) approve the sum of $45,000 to consult with schools and implement the installation of ‘School’s Stay-put’ signs, in seven schools in the Upper Harbour Local Board Area.
f) approve the Rough Order of Costs of $56,000 to implement a new shared path at 8 Chester Avenue to 170 Albany Highway.
CARRIED

16 Approval for five new road names within the subdivisions at 2-68 Hobsonville Point Road, Hobsonville Point

Two documents were tabled by Member N Mayne at the meeting. Copies have been placed on the official minutes and are available on the Auckland Council website as minutes attachments.
Resolution number UH/2017/200
MOVED by Member B Neeson, seconded by Member J McLean:
That the Upper Harbour Local Board:
a) approve the road name ‘Te Aho Mātuia Road’ for the new public road ‘Road 1’ within the subdivision development at 2-68 Hobsonville Point Road, Hobsonville Point.
b) approve the road name ‘Piko Lane’ for the new private accessway ‘Accessway 1’ within the subdivision development at 2-68 Hobsonville Point Road,
Item 12

Hobsonville Point.

c) approve the road name ‘Whatu Lane’ for the new private accessway ‘Accessway 2’ within the subdivision development at 2-68 Hobsonville Point Road, Hobsonville Point.

d) approve the road name ‘Raranga Lane’ for the new private accessway ‘Accessway 4’ within the subdivision development at 2-68 Hobsonville Point Road, Hobsonville Point.

e) approve the road name ‘Whiri Lane’ for the new private accessway ‘Accessway 5’ within the subdivision development at 2-68 Hobsonville Point Road, Hobsonville Point.

CARRIED

Attachments

A. Copies of e-mail correspondence tabled by Member Mayne

17 Approval for four new road names within the subdivisions at 102-130 Clark Road and 194-220 Buckley Avenue, Hobsonville Point

Resolution number UH/2017/201

MOVED by Chairperson L Whyte, seconded by Member U Balouch:

That the Upper Harbour Local Board:

a) approve the road name ‘Contact Lane’ for the new private road ‘Lot 100’ within the subdivision development at 102-130 Clark Road, Hobsonville Point.

b) approve the road name ‘Chichester Cottage Lane’ for the new public road ‘SB4’ within the subdivision development at 194-220 Buckley Avenue, Hobsonville Point.

c) approve the road name ‘Cutty Sark Road’ for the new public road ‘SB7-10’ within the subdivision development at 194-220 Buckley Avenue, Hobsonville Point.

d) approve the road name ‘Cinema Road’ for the new public road ‘SB5’ within the subdivision development at 194-220 Buckley Avenue, Hobsonville Point.

CARRIED

18 Approval for one new road name within the subdivision at 102-130 Clark Road, Hobsonville Point

Resolution number UH/2017/202

MOVED by Member J McLean, seconded by Member B Neeson:

That the Upper Harbour Local Board:

a) approve the name ‘Danga Lane’ for the new private road ‘New Road’ within the subdivision development at 102-130 Clark Road, Hobsonville Point.

CARRIED

Adjournment of Meeting

Resolution number UH/2017/203

MOVED by Chairperson L Whyte, seconded by Deputy Chairperson M Miles:

That the Upper Harbour Local Board:
c) agree to adjourn the meeting until 11:00am.  

The meeting adjourned at 10:51am and reconvened at 11:01am, Member McLean was not present.  

Member J McLean left the meeting at 10:51 am.

19 Disposals recommendation report

The Senior Advisor Portfolio Review was in attendance to support the item.

A map was tabled at the meeting. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number UH/2017/204

MOVED by Chairperson L Whyte, seconded by Deputy Chairperson M Miles:

That the Upper Harbour Local Board:

a) do not endorse Panuku Development Auckland’s recommendation to the Finance and Performance Committee to dispose of Proposed Lot 14, 61-117 Clark Road, Hobsonville, for urban renewal purposes, due to the extensive development of the area and the necessity for the retention of open space.

b) endorse the Chair and Deputy Chair to speak at the Finance and Performance Committee meeting when the matter comes onto the agenda for discussion.

CARRIED

Attachments

A Scott Point consultation map

20 Application for a licence for dining and cafe at Hobsonville Landing

This report was withdrawn at the request of the author and will be resubmitted for consideration by the local board in early 2018.

Member J McLean returned to the meeting at 11:13am.

21 10-year Budget 2018-2028 consultation

The Advisor and the Senior Advisor were in attendance to support the item.

A document was tabled at the meeting. A copy has been placed on the official minutes and is available to view on the Auckland Council website as a minutes attachment.

Resolution number UH/2017/205

MOVED by Chairperson L Whyte, seconded by Member N Mayno:

That the Upper Harbour Local Board:

a) agree, subject to approval by the Governing Body, to hold the following spoken interaction events during the consultation period:

i. existing event – Saturday 3 March 2018 at 7pm, Movies in Parks at Rosedale Park

ii. drop-in session – Thursday 8 March 2018 at 6.30pm, Community Forum at Upper Harbour Local Board office

iii. drop-in session – Thursday 22 March 2018, after workshop/business
b) delegate to the following elected members and staff the power and responsibility to hear from the public through ‘spoken/NZ sign language interaction’ in relation to the local board agreement at the council’s public engagement events during the consultation period for the 10-year Budget 2018-2028:
   i. Local Board Members and Chairperson
   ii. General Manager Local Board Services, Local Board Relationship Manager, Local Board Senior Advisor, Local Board Advisor
   iii. any additional staff approved by the General Manager Local Board Services or the Chief Financial Officer.

c) adopt Attachment A to this agenda report, local content for consultation and Attachment B to this agenda report, local supporting information for consultation, including the key advocacy project.

d) delegate authority to the Chairperson to approve any final minor changes required following review by council’s legal team and/or Audit New Zealand, of the local consultation content for the 10-year Budget 2018-2028 prior to publication, including online consultation content, and should any changes be made they are to be reported to the next business meeting.

CARRIED

Attachments
A Upper Harbour Local Board draft consultation document
B Upper Harbour Local Board supporting information

22 Auckland Council’s Quarterly Performance Report: Upper Harbour Local Board for quarter one, 1 July - 30 September 2017

The Senior Advisor was in attendance to support the item.

Resolution number UH/2017/206

MOVED by Chairperson L Whyte, seconded by Member J McLean:
That the Upper Harbour Local Board:
   a) receive the performance report for the financial quarter ending 30 September 2017.

CARRIED

Member B Neeson left the meeting at 11:55am.
Member B Neeson returned to the meeting at 11:56am.

23 Report from Hearings Panel - Recommendations regarding proposal to issue new leases on Rosedale Park, Wainoni Park, Hooton Reserve and Oteha Valley Road

The General Manager Parks, Sports and Recreation, the Programme Interface Manager, the Hearings Panel Chairperson, two Senior Solicitors from Legal Services, the Leasing Advisor, and the Land Use Advisor were in attendance to support the item.

Resolution number UH/2017/207

MOVED by Chairperson L Whyte, seconded by Member J McLean:
That the Upper Harbour Local Board:
   a) receive the report from the Hearings Panel containing recommendations on a
notified application under the Reserves Act 1977 and the Local Government Act 2002, in respect of the proposal to issue leases to:

i. Harbour Hockey Charitable Trust for Pt Allot 133 Parish of Paremoremo, Pt Allot 653 Parish of Paremoremo and Pt Sect 4 SO 444 7999, Rosedale Park, Albany.

A division was called for, voting on which was as follows:

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<tr>
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<td>Member U Balouch</td>
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<td>Deputy Chairperson M Miles</td>
<td>Member N Mayne</td>
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<td>Member B Neeson</td>
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<td>Chairperson L Whyte</td>
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The motion was declared CARRIED by 4 votes to 2.

CARRIED

Resolution number UH/2017/208

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

b) receive the report from the Hearings Panel containing recommendations on a notified application under the Reserves Act 1977 and the Local Government Act 2002, in respect of the proposal to issue leases to:

i. North Harbour BMX Association Incorporated for Pt Lot 2 DP 24754 and Pt Lot 1 DP 198079, Hooton Reserve, Oteha Valley Road, Albany.

A division was called for, voting on which was as follows:

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<td>Chairperson L Whyte</td>
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The motion was declared CARRIED by 4 votes to 2.

CARRIED

Resolution number UH/2017/209

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

c) receive the report from the Hearings Panel containing recommendations on a notified application under the Reserves Act 1977 and the Local Government Act 2002, in respect of the proposal to issue leases to:

i. the Tennis Charitable Trust for Pt Lot 2 DP 24754, Oteha Valley Road, Albany.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 4 votes to 2.

CARRIED

Resolution number UH/2017/210

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:
d) receive the report from the Hearings Panel containing recommendations on a notified application under the Reserves Act 1977 and the Local Government Act 2002, in respect of the proposal to issue leases to:

i. a new legal entity or entities to be formed to occupy Pt Allot 18 Parish of Paremoremo, Pt Lot 3 Deeds 34, Pt Lot DP 53735, Pt Lots 4, 5, and 6 DP 10508, Wainoni Park, Greenhithe, for the purposes of equestrian activities.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 4 votes to 2.

Resolution number UH/2017/211

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

e) note the finding of the Hearings Panel that, as the decision-making body in respect of the intention to grant the proposed leases on Rosedale Park, Wainoni Park, Hooton Reserve and Oteha Valley Road, Auckland Council has complied with the procedures and requirements of the Reserves Act 1977 and the Local Government Act 2002, applicable to the granting of each of the four leases, and that the correct procedures in respect of the statutory requirements outlined in these Acts have been followed.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 4 votes to 1.

Resolution number UH/2017/212

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

f) note that, in terms of the issues raised and the findings contained within the Hearings Panel’s report, the four leases in the proposal meet the statutory tests and criteria of the relevant legislation and may be granted for a period of 10 years, with two rights of renewal each for a period of 10 years, as proposed during the public notification process.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 3 votes to 2.

Resolution number UH/2017/213

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:
g) agree with the independent hearings panel’s recommendation to consider the benefits to the council, its lessees, and the community, of reviewing the management plans for Rosedale Park and Wainoni Park in 2018, as resource allows.

A division was called for, voting on which was as follows:

For: Member N Mayne, Member J McLean, Deputy Chairperson M Miles, Member B Neeson, Chairperson L Whyte

Against: Member U Balouch

The motion was declared CARRIED by 5 votes to 1.

Resolution number UH/2017/214

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

h) note and support the independent hearings panel’s advocacy for council freehold land on Oteha Valley Road, intended to be included in the BMX lease, to be declared a reserve.

A division was called for, voting on which was as follows:

For: Member N Mayne, Member J McLean, Deputy Chairperson M Miles, Member B Neeson, Chairperson L Whyte

Against: Member U Balouch

The motion was declared CARRIED by 5 votes to 0.

Resolution number UH/2017/215

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

i) support the independent hearings panel’s advocacy and requests council to actively pursue the addition of the Pond 2 site to its public open space network, with its significant potential for active and passive recreation.

A division was called for, voting on which was as follows:

For: Member N Mayne, Member J McLean, Deputy Chairperson M Miles, Member B Neeson, Chairperson L Whyte

Against: Member U Balouch

The motion was declared CARRIED by 5 votes to 0.

24 The Northern Corridor Improvements project - Granting of community leases and landowner approvals

The General Manager Parks, Sports and Recreation, the Programme Interface Manager, the Hearings Panel Chairperson, two Senior Solicitors from Legal Services, the Leasing
Advisor, and the Land Use Advisor were in attendance to support the item.

Two letters were tabled at the meeting. Copies of these have been placed on the official minutes and are available to view at the Auckland Council website as minutes attachments.

Member M Miles moved a motion by way of an addition:

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) request that council staff pursue the following, subject to Auckland Council becoming the owner of the land at Brigham Creek Road:

i. the necessary process to enable a long-term lease to be considered for Rosedale Pony Club or any new entity formed by the amalgamation of the current pony club groups and Riding for the Disabled, which are proposed to be located at Wainoni Park at the Brigham Creek Road site, and which became available to council as noted on 18 May 2017

ii. that the area be equivalent to the land lost at Rosedale West, plus any land lost due to the fencing off of any streams on the Wainoni Park or the Brigham Creek Road land

iii. that the term of the lease be 10 years, with the right of renewal of two periods of 10 years

iv. that the lease and proposed conditions be brought back to the Upper Harbour Local Board for consideration.

Chairperson L Whyte moved an amendment to the original recommendation by way of a replacement of a) i., as follows:

Resolution number UH/2017/216

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) request that council staff pursue the following, subject to Auckland Council becoming the owner of the land at Brigham Creek Road:

i. the necessary process to enable a lease to be considered for Rosedale Pony Club or any new entity formed by the amalgamation of the current pony club groups and Riding for the Disabled, which are proposed to be located at Wainoni Park at the Brigham Creek Road site, and which became available to council as noted on 18 May 2017.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 4 votes to 1.

CARRIED

With leave of the seconder, Member M Miles amended clause a) iii. as part of the substantive motion.

Resolution number UH/2017/217

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) request that council staff pursue the following, subject to Auckland Council
Item 12

becoming the owner of the land at Brigham Creek Road:

i. the necessary process to enable a lease to be considered for Rosedale Pony Club or any new entity formed by the amalgamation of the current pony club groups and Riding for the Disabled, which are proposed to be located at Wainoni Park at the Brigham Creek Road site, and which became available to council as noted on 18 May 2017.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 6 votes to 0.

CARRIED

Resolution number UH/2017/218

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) request that council staff pursue the following, subject to Auckland Council becoming the owner of the land at Brigham Creek Road:

ii. that the area be equivalent to the land lost at Rosedale West, plus any land lost due to the fencing off of any streams on the Wainoni Park or the Brigham Creek Road land.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 6 votes to 0.

CARRIED

Resolution number UH/2017/219

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) request that council staff pursue the following, subject to Auckland Council becoming the owner of the land at Brigham Creek Road:

iii. that the term of the lease be five years, with the right of renewal of two periods of five years.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 4 votes to 2.

CARRIED
Resolution number UH/2017/220

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) request that council staff pursue the following, subject to Auckland Council becoming the owner of the land at Brigham Creek Road:

iv. that the lease and proposed conditions be brought back to the Upper Harbour Local Board for consideration.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 6 votes to 0.

Adjourn item of business

Resolution number UH/2017/221

MOVED by Chairperson L Whyte, seconded by Deputy Chairperson M Miles:

That the Upper Harbour Local Board:

d) agree that Item 24: The Northern Corridor improvements project – Granting of community leases and landowner approvals, be adjourned from 1:43pm to 1:53pm to allow for the relocation of the meeting to an alternative meeting room. All members were present at the re-convening of the meeting.

CARRIED

Resolution number UH/2017/222

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

b) grant a community lease to:

i. the Harbour Hockey Charitable Trust to occupy Pt Allot 133 Parish of Paremoremo, Part Allot 653 Parish of Paremoremo and Pt Section 4 SO 444 7995 on Rosedale Park, Bush Road, Albany:

a. proposed term: 10 years commencing from the date of the final approval by the Minister of Conservation (or her delegate) with two rights of renewal for a further 10 years

b. rent: $1.00 plus GST per annum if requested

c. provision in the head lease document to enter into a sub-lease with North Harbour Hockey Association Incorporated, that will continue to manage the facility.

A division was called for, voting on which was as follows:

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Member B Neeson
Chairperson L Whyte

Member N Mayne
Deputy Chairperson M Miles

The motion was declared **EQUAL**.
The chair exercised her casting vote **FOR** so the motion was **CARRIED**.

**Attachment A**

**Item 12**

Resolution number UH/2017/223

MOVED by Chairperson L Whyte, seconded by Member J McLean:

**That the Upper Harbour Local Board:**

c) **grant a community lease to:**

   i. North Harbour BMX Association Incorporated to occupy Pt Lot 2 DP 24754
      and Pt Lot 1 DP 198079, Hooton Reserve, Oteha Valley Road, Albany:

      a. **proposed term:** 10 years commencing from the date of the final
         approval by the Minister of Conservation (or her delegate) with two
         rights of renewal for a further 10 years

      b. **rent:** $1.00 plus GST per annum if requested.

   A division was called for, voting on which was as follows:

   For          Against          Abstained
   Member J McLean    Member U Balouch
   Deputy Chairperson M Miles    Member N Mayne
   Member B Neeson
    Chairperson L Whyte

   The motion was declared **CARRIED** by 4 votes to 2.

Resolution number UH/2017/224

MOVED by Chairperson L Whyte, seconded by Member J McLean:

**That the Upper Harbour Local Board:**

d) **grant a community lease to:**

   i. the Tennis Charitable Trust to occupy Pt Lot 2 DP 24754, Oteha Valley
      Road, Albany:

      a. **proposed term:** 10 years commencing from the date of the final
         approval together with two further rights of renewal for a further 10
         years

      b. **rent:** $1.00 plus GST per annum if requested

      c. **provision in the head lease document to enter into a sub-lease with**
         Tennis Northern Region Incorporated, that will continue to manage the
         facility and further sub-letting or sub-licensing arrangements
         required to manage and document the activities at the site. All sub-
         lease/sub-lease arrangements will require the approval of the Upper
         Harbour Local Board, and accord with the terms of the head lease

      d. **note** that the Tennis Charitable Trust will formally surrender that area
         of its lease required to accommodate the proposed BMX facility,
         together with the existing car park and the stormwater area to the rear
         of the site

      e. **if a formal surrender cannot be signed in the required timeframe,**
         the Upper Harbour Local Board approve giving notice to the Tennis
         Charitable Trust to take back the land required to be leased to North
         Harbour BMX Association, and terminate the Tennis Charitable Trust’s
         lease in respect of this part only.
A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 4 votes to 2.

Resolution number UH/2017/225

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

e) grant a community lease to:

i. the entity or entities to be formed that will occupy and use the equestrian facilities at Wainoni Park, described as Pt Allot 18 Parish of Paremoremo, Pt Lot 3 Deeds 34, Pt Lot 1 DP 53735, Pt Lots 4, 5 and 6 DP 10508 Wainoni Park, Greenhilite:

   a. proposed term: 10 years commencing from the date of the final approval by the Minister of Conservation (or her delegate) with two rights of renewal for a further 10 years

   b. rent: $1.00 plus GST per annum if requested.

A division was called for, voting on which was as follows:

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The motion was declared CARRIED by 3 votes to 2.

Resolution number UH/2017/226

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

f) approve the landowner application from the Harbour Hockey Charitable Trust, for the construction of the North Harbour Hockey Stadium at Rosedale Park West, Rosedale.

A division was called for, voting on which was as follows:

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The motion was declared EQUAL.

The chair exercised her casting vote FOR so the motion was CARRIED.

Resolution number UH/2017/227

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

g) approve the landowner application from the New Zealand Transport Agency, for the construction of the North Harbour BMX Association Incorporated facility at Hooton Reserve and 259 R Oteha Valley Road, Albany.
A division was called for, voting on which was as follows:

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The motion was declared **CARRIED** by 4 votes to 2.

Resolution number UH/2017/228

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

h) approve the landowner application from the New Zealand Transport Agency, for the construction of the Equestrian Development at Wainoni Park, Greenhilshe.

A division was called for, voting on which was as follows:

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The motion was declared **CARRIED** by 4 votes to 2.

Resolution number UH/2017/229

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

i) approve the early access application for the Harbour Hockey Charitable Trust site at Rosedale Park West, which allows early construction works prior to a formal lease agreement, subject to agreement from the current lessee.

A division was called for, voting on which was as follows:

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The motion was declared **CARRIED** by 4 votes to 2.

Resolution number UH/2017/230

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

j) approve the early access application for both Wainoni Park and the BMX site at Hooton Reserve and 258 R Oteha Valley Road, which allows early construction works prior to a formal lease agreement.

A division was called for, voting on which was as follows:

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The motion was declared **CARRIED** by 4 votes to 2.
Resolution number UH/2017/231

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:
k) approve that the assets, as agreed, will be left on the current North Harbour Hockey Stadium site, at Rosedale Park South, until the future of the area is established.

A division was called for, voting on which was as follows:

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<td>Chairperson L Whyte</td>
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The motion was declared CARRIED by 6 votes to 0.

Resolution number UH/2017/232

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:

l) approve the landowner application for the associated operational requirements set by council during the resource consent process.

A division was called for, voting on which was as follows:

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<td>Member J McLean</td>
<td>Member U Balouch</td>
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<td>Member B Neeson</td>
<td>Member N Mayne</td>
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<td>Chairperson L Whyte</td>
<td>Deputy Chairperson M Miles</td>
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The motion was declared EQUAL.
The chair exercised her casting vote FOR so the motion was CARRIED.

CARRIED

Secretarial note: The operational requirements for constructing a facility such as the Harbour Hockey Stadium, will not only be limited to the resource consent conditions, but need to consider the additional requirements of the management of the whole reserve, particularly the protection of the natural environment.

Resolution number UH/2017/233

MOVED by Chairperson L Whyte, seconded by Member J McLean:

That the Upper Harbour Local Board:
m) approve the landowner application for any associated works required in the resource consent process for land that falls outside of the three proposed leased areas, such as mitigation planting and noise cancelling structures, on the condition that the mitigation planting plan comes back to the local board separately for approval.

A division was called for, voting on which was as follows:

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<tr>
<td>Member N Mayne</td>
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Item 12

25 Local board feedback on rates remission and postponement policy review

The Relationship Manager was in attendance to support the item.

Resolution number UH/2017/234

MOVED by Chairperson L Whyte, seconded by Member B Neeson:

That the Upper Harbour Local Board:

a) does not support the recommended option one, to integrate with the contestable grants scheme due to the following concerns:
   i. there is no assurance to local boards that the funding provided to local boards through the grant scheme will be increased in line with rates increases so that the proportion of rates relief available to eligible parties also increases and is commensurate.
   ii. the current remission scheme is inequitable because not all former legacy council areas had such a scheme in place and integrating this with the contestable grants scheme does not address this inequity.

b) considers that the recommended option one does not address outstanding equity issues because:
   i. where community halls and other facilities are owned and maintained by local communities they provide a service to the community without cost to council
   ii. the current remissions policy goes a small way to address the differential between community operated facilities and those facilities that are fully council funded in other areas, by providing rates relief to communities who would otherwise receive no funding; this is fair given the service the community operated facilities provide
   iii. adjusting the remissions policy to require that groups apply for an annual grant is inequitable in light of the funding available in other areas, and worsens the situation instead of improving it by removing the certainty for communities and making their funding subject to annual decision making
   iv. if the equity issues are to be properly addressed, all community halls and other facilities which rely on rates remissions should be fully funded on
Item 12

CARRIED

26 Decision making allocation

The Relationship Manager was in attendance to support the item.

Resolution number UH/2017/235

MOVED by Member B Neeson, seconded by Member U Balouch:

That the Upper Harbour Local Board:

a) receive the proposed allocation of non-regulatory decision-making as attached to this report.
27 Governance forward work calendar - January to December 2018
Resolution number UH/2017/236
MOVED by Member B Neeson, seconded by Deputy Chairperson M Miles:
That the Upper Harbour Local Board:
a) receive the Upper Harbour Local Board governance forward work calendar for the period January to December 2018, as set out in Attachment A to this agenda report.

CARRIED

28 Record of the Upper Harbour Local Board workshops held on Thursday 9 November, 23 November, and 30 November 2017
Resolution number UH/2017/237
MOVED by Chairperson L Whyte, seconded by Member N Mayne:
That the Upper Harbour Local Board:
a) receive the record of the Upper Harbour Local Board workshops held on Thursday 9 November, 23 November, and 30 November 2017 (refer to Attachments A, B, and C to this agenda report).

CARRIED

29 Board Members’ reports - December 2017
Resolution number UH/2017/238
MOVED by Chairperson L Whyte, seconded by Member N Mayne:
That the Upper Harbour Local Board:
a) request that Panuku Development Auckland investigate the impact of the Unitary Plan on the land leased to Hobsonville Marina Limited, and report its findings back to the board.
b) receive the verbal board members’ reports.

CARRIED

30 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

Public Excluded
Resolution number UH/2017/239
MOVED by Deputy Chairperson M Miles, seconded by Chairperson L Whyte:
That the Upper Harbour Local Board:
a) exclude the public from the following part of the proceedings of this meeting.
The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

<table>
<thead>
<tr>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Particular interest(s) protected (where applicable)</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
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<td>In particular, the report contains information about areas, remissions, or postponed rates that are not available for public inspection in accordance with the Local Government Rating Act 2002 Section 38(1)(e).</td>
<td>N/A</td>
<td>s48(1)(d) The public conduct of the part of the meeting would be likely to result in the disclosure of information which would be contrary to a specified enactment or constitute contempt of court or contempt of the House of Representatives.</td>
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The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

CARRIED

RESTATEMENTS

It was resolved while the public was excluded:

25 Local board feedback on rates remission and postponement policy review

The Relationship Manager was in attendance to support the item.

Resolution number UH/2017/240

MOVED by Deputy Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) agree to note and retain the confidential status of attachment D to Item 25.

CARRIED

3.01 pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE UPPER HARBOUR LOCAL BOARD HELD ON

DATE: .................................................................

CHAIRPERSON: ..................................................
## OPEN MINUTE ITEM ATTACHMENTS

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<td>25</td>
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<td></td>
<td>B. Letter of support received from Ngaati Whanaunga</td>
<td>29</td>
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</table>

**Note:** The attachments contained within this document are for consideration and should not be construed as Council policy unless and until adopted. Should Councillors require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
Submission to: Upper Harbour Local Board
From: Greenhithe Residents Assn
Presented by: Chairman, Brian Carran
Re Agenda Item 15; Auckland Transport Monthly Report
Subject: Recommendation (b)

‘To approve the allocating budget based on Rough Order of Cost of $740,000 from the Upper Harbour Local Board Transport Capital Fund, to implement an up-grade of a S bend on Rame Road from Greenhithe Road Intersection to 15 Rame Road and also to a S bend from Windfall Grove to 81 Rame Road.’

Submission background: The upgrade of Rame Road has long been a priority for the Greenhithe Residents Assn and the Association is very grateful that a large sum ($740,000) has been recommended for expenditure on this vital road which is the road to a favoured water access point to the upper harbour for the North Shore.

The 2 projects proposed are absolutely supported by the Assn.

The S bend from Greenhithe Road intersection to 15 Rame Road is unsightly and dangerous and services a large number of homes on Rame Rd, Traffic Road, Rahui Road, Almond Grove, Windfall Grove, and Oratu Place where there are 170 properties that commute through this section of underdeveloped road daily. It deserves its position as a priority road for upgrading.

The S bend from Windfall to 81 Rame Road makes sense if it is stage one of an upgrade all the way to 99 Rame Road. It addresses another piece of unfinished road which needs to be sorted and again the Assn is grateful for Auckland Transport, and the Local Board’s recognition that it needs to be addressed.

The issue that the Residents Assn has is that the congestion on this section of Rame Road actually builds from the bottom not from the top. There are only 25 homes from number 81 to 99 Rame Road. It could be argued that an upgrade of the final 100 meters of road is hard to justify for 25 residents!'
However, the main users for this road are not the Residents but rather the workforce at Salthouse Marine, the North Shore Rowing fraternity, the fishing/skiing/recreational power boat community and the general public who enjoy swimming, fishing and picnicking at this water access point.

The concern is that at high tide on a normal summer’s day there are on average 20 car boat trailer combinations parked up Rame Road all the way to Windfall (10 on one side from Salthouse to Oratua and from Oratua to Windfall 5 on each side). An extreme number has been recorded at 35 cars with trailers parked all the way to Almond Grove.

The width of this section of road is approx 7.5m. Cars with trailers take up enough space to make this 100m stretch a one way road.

This is where the problem lies! A car coming up with a boat or empty trailer (looking for/praying for a park) will meet an oncoming car and boat coming down and they are unable to pass. This means someone is backing up or down, but in extreme situations another vehicle behind prevents this and we have a road block.

Residents Association Submit;

1. That the Rame Road upgrade should extend from the proposed 81 to 99 Rame Road with a 1.5m widening of the road and if appropriate curbing and channelling.
2. That parking be restricted to one side but be marked as double parks signalling a car-trailer park option.
3. That if funding is not available these improvements be carried out in two stages with 81 to 99 Rame Road being completed from the following years budget.

Supplementary points to consider;

1. When Salthouse was forced to fence off its property for Health and Safety reasons they effectively eliminated 5 to 6 car-boat parking spaces exacerbating the parking/access problems.
2. When a car driver is also the boat skipper they drop their boat at the ramp and takes their car for a 100m to 200m journey to find a car park and walks back to their boat which in the meantime has been
impeding the next boats entry to the harbour. The same happens on their return.

3. Auckland Transport has considered ferry services from Greenhithe and we believe a further review is scheduled. The improvement of Rame Road and its parking capability (during the week when other users are not using the area) would be imperative for this to be considered. The Residents Assn would support a ferry service in the future!

4. The users of the water access point at the bottom of Rame Road are from all across the North Shore (particularly Rowing) and are not only Greenhithe or Upper Harbour residents. The Association submits that the funding for the final stage, giving appropriate water access, should be seen as an Auckland priority not a local issue and be funded from Auckland’s’ wider road budget.

5. When considering upgrading the final 100m please add traffic calming devices to the plan as this is already a preferred drag strip much to the horror of the residents. A better road could lead to an increased problem.

The Residents Assn is happy to meet with Auckland Transport and/or the Local Board to discuss extending this project to achieve the maximum result at any convenient time. Again we are thankful for your recommendation of an initial budget of $740,000 for Rame Road improvements.

Brian Carran
Chairman
Greenhithe Residents Assn
021 372 514
bcarran@xtra.co.nz
Te Uru Stage 1 & 2 Naming

NGA MAUNGA WHAKAHIHII O KAI PARA (NGATI WHATUA O KAI PARA)

Re: Naming of Stages 1 and 2 Te Uru Hobsonville

Kia ora koutou

This is to address the names submitted by Nga Maunga Whakaihii o Kai para for the development of Te Uru Stage 1 & 2.

There seems to be a misunderstanding and misinterpretation of the names submitted.

Ngati Whatua o Kai para kaumatua, do not take naming of streets lightly. Naming of roads, streets access ways for maori is a taonga gifted to us from our ancestors.

In pre-literate Maori culture, there was a huge dependence on memory and the careful transmission of history from generation to generation. The names in the landscape were like survey pegs of memory, marking the events that happened in a particular place, recording some aspect or feature of the traditions and history of a tribe. If the name was remembered it could release whole parcels of history to a tribal narrator and those listening. The daily use of such place names meant that the history was always present, always available.

Ngati Whatua o Kai para kaumatua have expressed the reason behind giving only 1 option.

The Te Uru blocks are owned by Ngati Whatua o Kai para. The names submitted are one off due to the korekore(narrative/words) encompassing the whole plant of Pa Harakeke(whole Te Uru block). Having 2 to 3 options, for kaumatua would take away the mana of the names. Mana is defined in English as authority, control, influence, prestige or power, it is also honour.

For maori, there are 3 kinds of traditional mana.

1. The mana a person is born with
2. The mana that the people give you
3. Group mana – given to a group from their marae, hapu, iwi

Therefore, the following names were proposed.

The narrative is based on Pa Harakeke (Flax). Harakeke is traditionally used to weave.

The harakeke (flax bush) is a living whakapapa and represents a whanau, hapu and iwi. The rite (centre blade) is the baby. It is surrounded by its parents, siblings, cousins, aunts, and uncles, and they are surrounded by grandparents.

Te Uru Stage 1 - The korekore for Stage 1 is linked to Pa Harakeke from Te Uru Stage 2, based on raranga (weaving) into stage 2. The following names offered:

- [Name 1]
- [Name 2]
- [Name 3]
Road 1

Te Aho Matua – In weaving the Aho Matua is the anchor thread

Access 1
Piko – to bend/as in weaving – line/direction

Access 2
Whatu – The Whatu is the weaving of fibre.

Access 3
Taro – To lay out flat/to straighten
Due to this access being a laneway, MMWOK would still like it to be named.

Access 4
Rimenga – to weave

Access 5
Whiri – combination of all fibres when weaving

Te Uru Stage 2 - The korero for Stage 2 is based on Pa Harakeke (Flax) – Whanaungatanga, where the role of the parents and grandparents (outer leaves of the the harakeke, protect the children, inner younger leaves of harakeke) – the future generations.

Te Rito – Middle strand of the harakeke (This is considered the baby, and surrounded by parents & grandparents in order to protect it. The lends itself to the term Pa Harakeke (Reference to family)

Puku – Belly

Rings mato – Right Hand (Please Note: where the sign is placed according to the left and right for the street from the main road)

Rings maui – Left Hand (Please Note: As above)
9. Lanes:

Matimati – Fingers – Dexterity of fingers was crucial in the creation of woven treasures

Uma – Chest – The place where the heart beats and can be felt

Ko Tohu – to point out, show, indicate, point at, gesticulate.

Ko Nui – thumb – Without the thumb, weaving would be impossible

Mopere – Middle digit or toe

Ko Iki – Littlest digit

Without all of these in place, the creation of weaving/art would be impossible and points to the interconnectedness or all elements in the weaving of a taonga (treasure).
**Memorandum**

**SUBJECT**
Westpark Marina

**DATE**
12 December 2017

**TO**
The Upper Harbour Local Board

**FROM**
Latitia Edwards – Team Leader Portfolio Review  
John Carter – Senior Project Planning Leader  
Carlos Rahman – Senior Engagement Advisor

**Purpose**
1. To respond to the questions raised by the Upper Harbour Local Board at its October 2017 business meeting about Westpark Marina and to detail the proposed scoping document (High Level Project Plan) and associated engagement regarding the marina.

**Background**
2. The council-owned sites at 8, 10, 12, 13, 13A, 16, 17, 18, 19, and 20 Clearwater Cove, West Harbour form Westpark Marina, with parts of lots 18 and 19 forming the breakwater.
4. The council-owned lots which comprise Westpark Marina are subject to 10 long-term ground leases to Hobsonville Marina Limited (HML), of which two are perpetually renewable and eight terminate in 67 years. The marina operations include berths for vessels, hard-stand and haul-out facilities, car and trailer parking, a boat ramp, and retail and industrial units.
5. The underlying Auckland Unitary Plan zoning of land within the Hobsonville Marina Precinct is coastal marina.
6. HML approached Auckland Council Property Limited (now Panuku) in 2013 seeking to acquire the freehold of all of Westpark Marina. Consultation with council departments, CCOs, and the Upper Harbour Local Board about the future of the Hobsonville Marina was subsequently undertaken.
7. Following this internal and local board consultation, Panuku proposed entering into a development agreement with HML to provide for the following at Westpark Marina:
Item 12

Attachment A

Attachment B

- the retention in public ownership of the freehold of a minimum of 1.5 hectares ‘marina’ land together with a more restrictive use clause protecting the boat hardstand;
- the retention in public ownership of the freehold of the seawalls and ideally the surrender of these ground leases to improve council control over maintenance;
- no reduction in berth parking;
- HML surrendering some ground leases to Panuku (on behalf of Auckland Council) to secure improved public access to the marina and waterfront;
- HML surrendering ground lease(s) to allow Auckland Transport to form additional public car parks and a bus turning circle;
- the ferry landing fee currently charged to Auckland Transport being capped;
- improving public amenities including the construction of a boardwalk; and
- the disposal of lots 6 and 10, and part of lots 11, 13 and 20, Clearwater Cove, West Harbour to HML for residential development.

Views and Questions of the Upper Harbour Local Board

8. On 19 October 2017 the Upper Harbour Local Board resolved that it could not endorse Panuku’s proposal for Westpark Marina given the information available, and that any decision on the proposed disposal by the Finance and Performance Committee be deferred pending receipt of further information about council’s obligations to preserve public access to the site, including the Waitakere City Council (West Harbour) Empowering Act 1979 (the West Harbour Act).

8. The Upper Harbour Local Board requested Panuku provide further information on the following:
- Background and overview of the Hobsonville Marina Precinct;
- What activities the marina operator can undertake, as of right, on the landward part of West Park Marina under the Auckland Unitary Plan;
- The activity status and considerations which apply to a residential development at West Park Marina under the Auckland Unitary Plan;
- If the Waitakere City Council (West Harbour) Empowering Act 1979 restricts the proposed residential development of the land;
- What HML can build as of right at the Hobsonville Marina;
- If HML can force through residential development without reference to council as the owner of the freehold;
- If Panuku can follow Watukere Properties Limited lead from 1999 and sell the freehold land for residential development purposes without regarding the Act;
- If Panuku can lawfully sell the freehold land to HML for a residential development if it is restricted by the West Harbour Act.
How public access to the marina can be protected; and
- If the treehold land at Hobsonville Marina needs to be retained with the seabed licences.

10. Panuku will formally respond to the above via a report at the Upper Harbour Local Board’s February 2018 business meeting. In the interests of openness and transparency, we intend to provide as much information as possible on the open agenda. To this end, we are currently seeking advice from our legal counsel Buddle Findlay and working with HTML to understand what information we cannot make publicly available due to issues relating to legal privilege, commercial negotiations, commercial activities and third party information supplied in confidence.

11. The Upper Harbour Local Board also sought information about if council’s Significance and Engagement Policy requires public consultation to occur regarding the proposed disposal of part of Westpark Marina. Panuku have worked with council’s Finance team on this. When assessed against the Significance and Engagement Policy, the proposed disposal of part of Westpark Marina is not deemed to be significant, as the operational impact is below the quantitative thresholds for significance and the proposed disposal enables the council to continue to deliver on the wellbeing of the local area and region. Furthermore, the proposed disposal does not negatively impact service levels. However, a decision to dispose of the subject lots is likely to be of high public interest under the materiality bright line test and ‘targeted consultation bright line test’ in the Significance and Engagement Policy.

12. Based on the analysis undertaken regarding the Significance and Engagement Policy and advice from council’s Finance team, public consultation regarding Westpark Marina is not required under the Significance and Engagement Policy.

13. Following the Upper Harbour Local Board’s 19 October 2017 business meeting, Panuku has reviewed its planned approach to Westpark Marina given the complexity of the site and the level of public interest. Panuku now recommends that an additional scoping exercise (High Level Project Plan) be undertaken to assist in testing and documenting the issues at Westpark Marina. Public engagement is proposed as part of the preparation of the High Level Project Plan. This will facilitate informed engagement with key stakeholders about the potential changes and proposed outcomes for the area.

High Level Project Plan

14. The High Level Project Plan for Westpark Marina is intended to be a scoping document that will look at key outcomes for the marina and potential actions to achieve these outcomes. Part of the purpose of this document will be to test and document the issues previously proposed to be addressed within a development agreement (see paragraph 7). The creation of a High Level Project Plan will facilitate an informed discussion with key stakeholders about the opportunities and constraints at Westpark Marina as well as consideration of the proposed changes, potential outcomes and the wider future of the area, including details of what the proposals may look like. This will enable the best outcomes for Westpark Marina and the surrounding community to be achieved.

15. Following concerns raised by the Hobsonville/West Harbour Residents and Ratepayers Group and the Upper Harbour Local Board about the lack of public engagement ahead of a decision being made regarding the future of Westpark Marina, Panuku staff have reviewed our planned engagement processes. While Panuku initially intended to seek a mandate from the Finance and Performance Committee prior to undertaking public consultation, in light of the concerns raised by the Upper Harbour Local Board, the Hobsonville/West Harbour Residents and Ratepayers’ Association, other local residents and users of the marina, we now intend to undertake public engagement on the
proposed changes and potential outcomes for the marina as part of the preparation of a High Level Project Plan for Westpark Marina, prior to obtaining any decision from the Finance and Performance Committee.

16. The proposed public engagement will inform the High Level Project Plan. As a starting point, Panuku propose undertaking public engagement on the following potential outcomes at Westpark Marina:

- Transport, including potential improvements to public transport, increased public parking and/or a park and ride facility;
- Marina, including boat hardstanding, berth parking and public access to the marina;
- Public realm/amenity including improved public facilities, improving public access to the waterfront and the potential creation of a boardwalk; and
- Potential residential development at Westpark Marina.

17. Panuku consider the key stakeholders to target during the public engagement are:

- Hobsonville Marina Limited;
- Hobsonville West Harbour Residents and Ratepayers Group;
- Local residents who live near Westpark Marina;
- Neighbouring residents who may be frequent visitors to or users of the marina;
- Berth holders;
- Public transport users;
- Westpark Marina business owners;
- Mātauranga, and
- Visitors to Westpark Marina.

Next Steps

18. Panuku will attend a workshop with the Upper Harbour Local Board on 6 February 2018 to discuss the High Level Project Plan and planned engagement regarding Westpark Marina including timeframes and proposed key dates.

19. We welcome any feedback from the Upper Harbour Local Board ahead of the 8 February 2018 workshop about the nature and direction of the public consultation we propose.

20. Panuku will provide a formal response to the Upper Harbour Local Board’s resolution dated 19 October 2017 at its 15 February 2018 business meeting.
attachment B

Item 12

Nick Mayne

From: Nicholas Mayne (Upper Harbour Local Board) <nicholas.mayne@aucklandcouncil.govt.nz>
Sent: Tuesday, 12 December 2017 3:03 p.m.
To: Nick Mayne
Subject: RI: Urgent names approval (a resubmission)

From: Scott Lomas [mailto:scott.lomas@tekawerai.iwi.nz]
Sent: Tuesday, November 28, 2017 12:42 PM
To: ‘Kathleen Waldock’; ‘kathleen.waldock@hlc.co.nz’; Brian Neeson (Upper Harbour Local Board)
Brian.Neeson@aucklandcouncil.govt.nz; George Tava <George.Tava@tekawerai.iwi.nz>; Nicholas Mayne (Upper Harbour Local Board) nicholas.mayne@aucklandcouncil.govt.nz; Rhys Freeman <rhys@gregorybailey.co.nz>
‘Errol Haarhoff’; errolhaarhoff@auckland.ac.nz
Cc: pani@ngatiwhataurokei.com
Subject: RE: Urgent names approval (a resubmission)

Kia ora Kathleen,

Te Kawerau a Māti support Ngāti Whatua o Kaipara’s right to name their own development. Te Kawerau understand that the naming ties in to a cultural design approach that is of importance to Ngāti Whatua o Kaipara.

It is disappointing to see such a response by the local Board.

Nga mahi,

Scott Lomas (MSc)
Heritage and Environment Manager
Te Kawerau Iwi Tribal Authority & Settlement Trust
2/3 Airpark Drive, Airport Oaks, Auckland | PO Box 59-243, Mangere Bridge, Auckland
Email: scott.lomas@tekawerai.iwi.nz | Website: www.tekawerai.iwi.nz

Kia ora

In October I circulated names seeking your support which then went to the Local Board meeting in November. These were for Te Uru Stage 1 and 2 (see original email below). The developer had submitted one preferred name and 2 alternatives. The approach taken by Nga Maunga Whakahihō o Kaipara (Ngāti Whatua o Kaipara) was because the ‘preferred names’ all relate to each other, and follow a specific korekore (narrative/words) encompassing the whole plant of ‘Pa Hanukake’ (whole Te Uru block). Ngāti Whatua o Kaipara kaumatua advise that providing ‘2 alternative names’ to the preferred would take away the mana of the names’.

The Local Board moved that the report was deferred until “alternate names, with relevant justification, are provided and that consideration be given to the use of names that have historical significance to the area”.

Nga Maunga Whakahihō o Kaipara are resubmitting the report to make this December’s meeting, and the deadline for submissions is today.
Nick Mayne

From: Nicholas Mayne (Upper Harbour Local Board)
<nikolas.mayne@aucklandcouncil.govt.nz>
Sent: Tuesday, 12 December 2017 3:05 p.m.
To: Nick Mayne
Subject: IW: Urgent names approval (a resubmission)

From: Errol Haarhoff <errol.haarhoff@auckland.ac.nz>
Sent: Tuesday, November 28, 2017 10:37 AM
To: Kathleen Waldock <kathleen.waldock@hc.co.nz>, Brian Neeson (Upper Harbour Local Board)
<nicholas.mayne@aucklandcouncil.govt.nz>, 'George Tua' <George.Tua@tekaweraru.iwi.nz>, Nicholas Mayne
(Upper Harbour Local Board) <nicholas.mayne@aucklandcouncil.govt.nz>, 'Rhys Freeman'
<rhy@frrcgregoryharry.co.nz>, 'Scott Lomas' <Scott.Lomas@tekaweraru.iwi.nz>
Cc: Daniel Gerrard <daniel_gerrard73@hotmail.com>
Subject: RE: Urgent names approval (a resubmission)

Hi Kathleen

Road names: Te Uru superblock

I note you deadline of 1pm today for responses, that as the HPRS representative has not allowed for any wider consultation with the Society. This is of course also coming to me as a new one for the first time, but have looked at the issues set out in your messages.

I am strongly persuaded by the logic of naming proposed by Nga Maung Whakahii o Kaipara, in finding names that relate to the place and its cultural significance to Maor (and in this proposal), the harakeke. Finding a set of names that then are related seems logical and consistent.

As pointed out, although Nga Maung Whakahii o Kaipara have an understandable issue with providing two options for names (as sought by the UH Local Board) because it conflicts with the overall purpose of the names put forward, they are now including an 'alternative' that still supports the initial names and aligns with the purpose.

Noting the above, I support the proposal for the 'preferred' and 'alternative' names as proposed by Nga Maung Whakahii o Kaipara, and set out in your message below for roads and laneways, that still aligns with the original purpose.

Regards,

Errol Haarhoff
Chair: HPRS.

From: Kathleen Waldock <kathleen.waldock@hc.co.nz>
Sent: Tuesday, 28 November 2017 9:24 AM
To: Brian Neeson <brian.neeson@aucklandcouncil.govt.nz>, 'George Tua' <George.Tua@tekaweraru.iwi.nz>,
'Nicholas Mayne@aucklandcouncil.govt.nz', <nicholas.mayne@aucklandcouncil.govt.nz>, 'Rhys Freeman'
<rhy@frrcgregoryharry.co.nz>, 'Scott Lomas' <Scott.Lomas@tekaweraru.iwi.nz>, Errol Haarhoff
<errol.haarhoff@auckland.ac.nz>
Consultation document
Local board priorities

This section sets out the key local priorities, including the key advocacy project\(^1\), for each local board area for 2018/2019. We are seeking your feedback on whether we have got these priorities right.

For more information about the priorities for your local area, please see section XX of the supporting information for this consultation document. For more information about activities delivered in your local area, see section XX of the supporting information of this consultation document.

<table>
<thead>
<tr>
<th>Local Board</th>
<th>Key priorities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper Harbour</td>
<td>- Advocating to the Governing Body to allocate funding in the 10-year</td>
</tr>
<tr>
<td></td>
<td>Budget for the provision of a sub-regional, multi-use, multi-sport</td>
</tr>
<tr>
<td></td>
<td>indoor court facility for the north-west</td>
</tr>
<tr>
<td></td>
<td>- Connecting our local parks and reserves through “street to street”</td>
</tr>
<tr>
<td></td>
<td>cycling and pedestrian crossings to improve accessibility and user</td>
</tr>
<tr>
<td></td>
<td>experience</td>
</tr>
<tr>
<td></td>
<td>- Constructing a coastal walkway between Limesburners Reserve and</td>
</tr>
<tr>
<td></td>
<td>Marina View Drive</td>
</tr>
<tr>
<td></td>
<td>- Protecting and conserving Upper Harbour reserves through methods</td>
</tr>
<tr>
<td></td>
<td>such as restoration planting</td>
</tr>
</tbody>
</table>

\(^1\) Local boards advocate to the Governing Body for funding for projects that cannot currently be accommodated in local budgets. A key advocacy project has been identified by each local board as its highest priority for consideration in the 10-year budget.

Auckland Councils 10-year Budget 2018-2028
Upper Harbour Local Board supporting information

Each year we plan the projects and initiatives we will deliver in your local board area. These are based on our 2017 Local Board Plan, which sets our three-year direction for the local board. We are seeking your input on our proposals for the 2019/2019 financial year.

3.1 Upper Harbour Local Board

Message from the Chair

Upper Harbour is a diverse and vibrant area, expected to be the fastest growing area in the country over the next ten years, in both absolute and percentage population terms, which brings both challenges and opportunity for us.

Our regional consultation, through the 10-year Budget, asks some tough questions of our residents. Without additional targeted spending, there are key areas in the environment and water quality space that will regress. However, the proposed fuel tax means that the interim transport levy per household will be removed.

Our top priority is to secure funding for an indoor, multi-use, multi-sport facility to provide for the daily increasing demand and needs for facilities that we currently struggle to meet.

In addition to this, we are working to provide enduring library services, better public transport options and supporting the development of a marine recreation facility at Hobsonville Point. We will also have a stronger focus on supporting our fantastic volunteers to do what they do so well in the community, environment and sporting areas.

My thanks to you, on behalf of the local board. We truly value your time and effort in responding. Our place is beautiful and we are proud of the facilities we host, but the people we serve, are at the heart of our decision making.

Lisa Whyte
Upper Harbour Local Board Chair
Local board priorities 2017

What we propose in your local board area in 2018/2019

In 2018/2019 we plan to invest $4.6 million to renew and develop assets in our local board area and $14.5 million to maintain and operate these assets, as well as prioritise other local initiatives.

Through consultation on our local board plan 2017, you told us to increase open space provision, provide more indoor court facilities, and how valuable our greenways and native fauna are. To that end, beyond the maintenance and operation of existing assets in your local board area, we plan to deliver the following local initiatives:

- Connecting our local parks and reserves through “street to street” cycling and pedestrian crossings to improve accessibility and user experience
- Constructing a coastal walkway between Limeburners Reserve and Marina View Drive
- Protecting and conserving Upper Harbour reserves through methods such as restoration planting.

Our key advocacy project

Our key advocacy project is seeking funding for the construction of a sub-regional, multi-use, multi-sport indoor facility for the north-west, which could potentially be located in Whenuapai.

Consultation for the local board plan 2017 revealed that of the 274 responses, the areas that received the most feedback were related to parks, sports and recreation. Among the various initiatives listed in the local board plan 2017, the investigation and provision of an indoor multi-sport and multi-use sports and recreation facility in Upper Harbour received the greatest amount of support. A significant number of comments in the submissions mentioned the need for such a facility to cater to the growing developments in Hobsonville and Whenuapai.

A multi-use multi-sport indoor facility will alleviate the local board area’s current shortfall in indoor courts, and meet future demand from new developments and growing communities.

However, such a facility does not come without challenges. The two biggest challenges are identifying and acquiring a suitable location with sufficient capacity for users that is both accessible and convenient, and securing the significant amount of funding that will be required.

While we are aware of the pressing need for such a facility, we would appreciate your feedback on the best location for this facility in order to meet the demand in our local board area.

What do you think?

Have we got our priorities right?

1. Do you support locating the sub-regional multi-use, multi-sport indoor facility in Whenuapai to cater to the North West, as opposed to Albany for the North Shore?
2. Are there any areas you think the Upper Harbour Local Board should invest in to improve “street to street” cycling and pedestrian connections through our local parks and reserves?

3. Do you support construction of a coastal walkway between Limeburners Reserve and Marina View Drive?

4. Do you support a focus on restoration planting to protect Upper Harbour reserves? If so, which areas do you think are of higher priority?
Lisa Whyte  
Upper Harbour Board  
Auckland City Council  

12 December 2017  

Dear Board Members  

We understand that the Upper Harbour Board will be asked to give their final approval to the grant of the new leases to enable the development of North Harbour Hockey on Rosedale Road in their Board Meeting on 14 December 2017. This will require the relocation of Rosedale Pony Club to Wainoni Park in Greenhithe. The proposed facility will accommodate Greenhithe, Whenuspa and Rosedale Pony Clubs & RDA.  

As you will be aware, all of the equestrian clubs involved in the Wainoni Park proposal have worked tirelessly together to reach the point where a design is now at a stage where work can soon commence. Enormous efforts have been made by everyone involved, all providing their time on a volunteer basis. There is still work to do on the detail & governance structure of the new club but we continue to make progress so it is anticipated that these matters can be agreed.  

The high quality equestrian hub discussed at the outset has had to be severely compromised due to a lack of space. Unfortunately, the net result will be a significant loss of grazing opportunities to our community. This is however something the NZTA team and Council Members have acknowledged and been keen to address with the offer of off-site grazing, in three separate locations, as part of the Wainoni Project. Whilst the respective pony clubs who would have the benefit of this land appreciate the efforts being made, remote grazing comes with significant challenges. Importantly all locations would need some basic essential facilities - secure fencing, automatically filling water troughs, toilets, parking, shelter, secure gates & storage etc. There is also the management of the land and horses as well as health & safety issues that would mean regular inspection & maintenance costs.
Recently the land at Brigham Creek Road was brought to our attention and we understand that this will now be vested with Council in compensation for the loss of land at Constellation Drive. We have only had an initial look but potentially it would offer a very good solution for the loss of grazing and we understand it is more or less equivalent in size to the other sites on offer, is currently used as grazing land and is an accessible site close (circa 5 minutes) to Wainoni Park. In this instance facilities would be required on only one site not several, and regular inspection and maintenance would be far easier. In addition the provision of one identifiable space for off-site grazing greatly enhances the development of one cohesive equestrian community which we are all working hard to achieve. The fragmented off-site grazing currently in the plan will make this a lot more difficult, however these separate smaller plots will be useful for other purposes within the community.

Bearing in mind the urgency to progress the new roading system we do not want this request to hamper the great progress we have made to bring the new club together. However, although it is late in the day, this is the only time we have the opportunity to secure the best future we can for young riders in our community. We would ask you to support our request that, rather than ad-hoc short-term sites, the Brigham Creek Rd site be provided for the use of Wainoni Equestrian Park on the same tenure as the new Wainoni facility with the basic essential facilities provided that are not there currently.

To ensure that these matters don’t slip through the net or become “lost” in communication we’d like to record, as part of the items for discussion at the Upper Harbour meeting on 14 December 2017, that the subject land on Brigham Creek Road be offered as equivalent land for the loss of grazing to the equestrian community as a result of the NCI works. This would be instead of the current various sites on offer for off-site grazing and should include the basic essential facilities outlined above on lease terms co-terminus with the new lease to be granted at Wainoni.

We make this request without prejudice to our existing leases.
Kind regards

Greenhithe Pony Club

Whenuapai Pony Club

Rosedale Pony Club

Greenhithe RDA
Mike Baker
Ngati Whanaunga Incorporated Society
PO Box 160
Coromandel 3543
29 November 2017
Karen Marais
Senior Advisor
Upper Harbour Local Board
Auckland Council

RE: Lease Agreement for Hockey

Teemua koe e Karen

Ngati Whanaunga would like to state our support for Harbour Hockey and their plans to establish an international facility and further develop the capability of this sport’s code, as well as the new facilities proposed for BMX and the pony clubs at Wainoni Park.

Part of our responsibility as Mana Whenua is manaakitanga, which is looking after the people across the region. We believe that this is one of those times for us to show our manaaki.

Through our involvement on the NZ Transport Agency’s Integrated Iwi Group (IIG), we have been involved as a project partner and have been fully informed of the process by NZTA to date.

We decided to remain neutral on locations, primarily due to our original preferred option of Pond Two being the best environmental option to locate the new facilities. Given we advocated for that option, we felt that by remaining neutral, that would not impede the pending approval of a new lease agreement for Hockey and the other user groups and would not compromise our original thinking.

We understand that the independent commissioners, overseeing the lease hearing and considering the three new facilities under the requirements of the Reserve Act, have recommended that the local board grant the leases.

As a result of the commissioners’ decision, we are happy to move forward and engage with the Northern Corridor Improvements Alliance and the sports clubs to continue to develop the three facilities.

We are also happy to continue to provide advice on resource consents and to ensure great cultural and environmental outcomes are gained at Rosedale Park, Hooton Reserve and Wainoni Park.

Ngaa mihi
Item 12

Mike Baker
RMA Manager
Landowner approvals: Northern Corridor Improvements project

File No.: CP2017/26284

Purpose

1. To seek the Upper Harbour Local Board’s view on the divestment of areas of reserve land associated with the New Zealand Transport Agency’s Northern Corridor Improvements project.

2. To obtain the Upper Harbour Local Board’s direction on the allocation of compensation funds anticipated from the proposed land divestment activity.

3. To seek landowner approval and delegation from the Upper Harbour Local Board for the temporary occupation of the reserve land associated with the New Zealand Transport Agency’s Northern Corridor Improvements project.

Executive summary

4. The New Zealand Transport Agency (NZTA) submitted several Notices of Requirement (NOR) and resource consents to the Environmental Protection Agency for the Northern Corridor Improvements project (NCI), a project of national significance, in December 2016. Following a formal hearing process, a final Board of Inquiry (BOI) decision has been published. The final report and decision confirms and grants the NZTA’s NOR and resource consents applications, subject to a number of conditions.

5. The NCI project contemplates NZTA permanently acquiring and/or temporarily occupying portions of council owned reserve land for construction purposes for the duration of the works (up to approximately 36 months).

6. Areas of reserve land to be permanently acquired are located at Rosedale Landfill, Tawa, Arrenway, Centorian, Meadowood, Alexandra Stream, Rook Omega and Bluebird Reserves. Land at Constellation Reserve is also permanently required. The statutory approval to divest this land was granted and delegated by the Finance and Performance Committee in July 2017. Other related matters pertaining to Constellation Reserve will be presented to the board in separate reports.

7. The areas of reserve to be temporarily occupied by NCI will be made inaccessible to the public during construction and upon completion of the works, the reserves will be reinstated by NZTA.

8. Mitigation works required as part of the BOI process include:
   - re-landscaping and development of a shared user path (SUP) alongside areas of the state highway that has connection points from several of the reserves
   - redevelopment of Rook Reserve, to include active recreation areas, boardwalks and footpaths
   - reinstatement of exercise equipment on Barbados Reserve.
**Recommendation/s**

That the Upper Harbour Local Board:

a) support the divestment of approximately 3.8ha of reserve land (being portions of land at Rosedale Landfill, Tawa, Arrenway, Centorian, Meadowood, Alexandra Stream, Rook, Omega and Bluebird Reserves) to the New Zealand Transport Agency, for motorway improvements at Upper Harbour, by transfer pursuant to Sections 50 and 52 of the Public Works Act 1981.

b) request that the Finance and Performance Committee direct the net receipts of sale towards an agreed local board work programme, which delivers local park improvements in the Upper Harbour Local Board area.

c) grant landowner approval for the temporary occupation of reserve land for construction and mitigation purposes, to the New Zealand Transport Agency (and their contractors) for up to 36 months within (and around) the reserve areas affected by the project, subject to:

i. the staged, detailed design and maintenance arrangements of shared user path, vegetation removal, re-vegetation, retaining walls, landscaping and concept plans, and other mitigation requirements being approved by the General Manager Parks

ii. the final terms and conditions of all temporary occupation arrangements being approved by the General Manager Community Facilities, as part of the compensation agreement for reserve land.

**Comments**

9. NZTA lodged applications for six NOR and 25 resource consents with the Environmental Protection Authority (EPA) in December 2016 to accommodate the NCI project.

10. The NCI project is part of the accelerated Auckland programme, funded by central government. It provides the final motorway connection for the NZTA Western Ring Route, which is a project of national significance.

11. The project will deliver direct motorway interchange connections between State Highway 1 (SH1) and State Highway 18 (SH18), and highway improvements on SH1 between Constellation Drive and Oteha Valley Road, and on SH18 between SH1 and Albany Highway.

12. The project is multi-modal and includes:
   - extension of the northern busway from Constellation bus station to Albany bus station
   - upgrade to Constellation bus station
   - a new bus bridge into Albany bus station
   - construction of 5km shared walking and cycling path (similar to the north-western cycle-way) alongside SH1 and SH18, to encourage an increased uptake of active
modes and to better connect the community with public transport, employment, schools and shopping areas.

13. The NCI project anticipates NZTA acquiring reserve land, as well as temporarily using areas of reserve for construction and mitigation purposes for the duration of the works. The table below sets out the affected reserves. **Attachment B** illustrates the permanent and temporary areas affected by the designation on each reserve. The full term of construction is expected to be three and a half years, with substantive works commencing in May 2018.

<table>
<thead>
<tr>
<th>Reserve Name</th>
<th>Current area (m²)</th>
<th>Area of permanent requirement (m²)</th>
<th>Area of temporary occupation (m²)</th>
<th>Area required for construction (m²)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rosedale landfill: three parcels</td>
<td>221,147</td>
<td>17,209</td>
<td></td>
<td>17,209</td>
</tr>
<tr>
<td>Tawa Reserve: three parcels</td>
<td>12,910</td>
<td>6,151</td>
<td>2,046</td>
<td>8,197</td>
</tr>
<tr>
<td>Arrenway Reserve: three parcels *</td>
<td>14,568</td>
<td>6,596</td>
<td>3,922</td>
<td>10,518</td>
</tr>
<tr>
<td>Centorian Reserve</td>
<td>665</td>
<td>345</td>
<td></td>
<td>345</td>
</tr>
<tr>
<td>Meadowood Reserve *</td>
<td>9,885</td>
<td>120</td>
<td></td>
<td>120</td>
</tr>
<tr>
<td>Alexandra Stream Reserve</td>
<td>6,144</td>
<td>166</td>
<td>1,321</td>
<td>1,487</td>
</tr>
<tr>
<td>Rook Reserve *</td>
<td>14,860</td>
<td>5,919</td>
<td>6,989</td>
<td>12,908</td>
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<tr>
<td>Omega Reserve</td>
<td>8,978</td>
<td></td>
<td>1,467</td>
<td>1,467</td>
</tr>
<tr>
<td>Bluebird Reserve: two parcels</td>
<td>24,120</td>
<td>1,294</td>
<td>135</td>
<td>1,429</td>
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<tr>
<td><strong>TOTALS</strong></td>
<td><strong>300,367</strong></td>
<td><strong>37,800</strong></td>
<td><strong>15,880</strong></td>
<td><strong>53,680</strong></td>
</tr>
</tbody>
</table>

14. NZTA submitted an Urban Design and Landscaping Framework document (UDLF) as part of the NOR to inform the detailed design phase of the project. The UDLF sets out the key principles, outcomes, objectives and proposed methodologies for detailed design during construction, for permanent landscape mitigation works, and in relation to ongoing maintenance requirements. NZTA awarded the design component of the project as part of an Alliance Agreement in July 2017. Detailed design plans are currently being developed.

15. The draft designation conditions require NZTA to submit Urban Design Landscape Plan(s) (UDLP) to council’s Urban Design Advisory Panel for comment as part of the consenting, or ‘outline plan of works’, process. The UDLP(s) will give effect to the UDLF and may be staged or site specific, as agreed between NZTA and council.

16. The UDLP(s) will include the details and staging of proposed mitigation and enhancement planting in relation to the NZTA construction programme. As a condition of the landowner approvals, a schedule of works will be requested to detail the timeframes when each of the reserves will be closed. NZTA will be required to maintain and monitor the mitigation and enhancement planting for a minimum of four years, following the planting being undertaken.

17. The UDLP(s) will also include Reserve Reinstatement Plans, specifically for Rook, Bluebird, Arrenway and Meadowood Reserves (or parts thereof) directly affected by the construction works. The Reserve Reinstatement Plans are being prepared in consultation with Auckland Council’s Parks Department and will include (as appropriate):
Item 13

- removal of structures, plant and materials associated with construction
- replacement of boundary fences to the same or similar type to that removed
- reinstatement of grassed areas to a similar condition as existed prior to construction
- replacement of trees and other planting removed for construction on a one-for-one basis (or as otherwise agreed with Auckland Council’s Parks Department)
- details of way-finding interpretation signage within and adjacent to the reserve.

18. Rook Reserve has specific mitigation requirements as a condition of the designation and will be redeveloped to include a 30x30 kick-around space, a basketball half-court, boardwalks, footpaths and planting as mitigation for the adverse effects of the loss of passive open space to the storm water wetland and the temporary occupation of Rook Reserve. Mitigation works for all reserves are further detailed in Attachment A.

19. Other mitigation works required include the re-landscaping and development of a shared user path alongside SH18 and SH1 that has connection points from several of the reserves along the way, including Spencer Ridge Reserve, Arrenway, Centorian, Alexandra Stream Reserve and Rook Reserve. Construction activities at Rosedale Reserve will be managed by way of a Construction Environment Management Plan, in addition to a suite of minimum requirements that will be developed in consultation with council’s Closed Landfill Team.

20. Omega Reserve and Alexandra Stream Reserve will have permanent infrastructure associated with the development of the SUP (including stairs and concrete paths). While the BOI process did not require specific Reserve Reinstatement Plans for these works, it is recommended that NZTA be required to supply these plans to these reserves as a condition of the landowner approval (LOA) process.

21. The project also affects parkland within other areas of the Upper Harbour Local Board, such as land at Constellation Reserve. However, approval to divest this land was granted by the Finance and Performance Committee in July 2017. Other related matters pertaining to Constellation Reserve (such as tenancy relocations etc.) will be presented to the board in a separate report. As such, this report deals only with the works within reserves listed in the above table.

Reserve divestment and temporary occupation

22. As noted above, NZTA proposes to permanently acquire approximately 3.8ha of reserve land (not including Constellation Reserve) to accommodate the NCI project (refer Attachment B). With the exception of Rook Reserve (and Constellation), the majority of the land permanently required by NZTA consists of narrow grassed strips located adjacent to the motorway. The construction of the SUP using these strips will provide increased connections between council’s reserve network. The SUP will activate Arrenway Reserve and provide a connection to the Spencer Ridge Reserve, where a SUP bridge crossing is being provided as part of another project. The SUP will also increase connectivity from the wider local area to reserves such as Rook Reserve and the wider Albany Cycleway.

23. In addition to the permanent land requirements, NZTA also require the temporary occupation of approximately 1.6ha of reserve land for construction activity to enable the NCI project.
The nature of works, required access, and mitigation proposed within each reserve is outlined in Attachment A.

24. Independent valuations to assess the compensation due for the permanent land takes and temporary occupation areas are underway. While compensation values may be negotiated and agreed between the council and NZTA (pursuant to the Public Works Act) this calendar year, the final settlement of compensation due will not be known until the project is completed and the final areas of land are legalised.

25. It is recommended that, as part of the approval process for the divestment of reserves, the local board requests the Finance and Performance Committee to allocate the net receipts of sales towards an agreed local board work programme that delivers on local park improvements in the Upper Harbour Local Board area.

26. Closure of walkways at intermittent stages of the works period may be necessary. As part of the conditions of landowner approval (in addition to consent requirements), it is recommended that NZTA be required to inform residents of park closures well in advance and to install appropriate information and pedestrian diversion signage.

27. Overall, parks staff consider that the temporary and permanent impacts of the proposals are manageable and can be mitigated. It is requested that authority be delegated to the General Manager Parks to review and approve the detailed plans, and to provide landowner conditions to manage the staged construction and remediation works.

Consideration

Local board views and implications

28. The decisions recommended in this report are not considered significant in terms of council's Significance and Engagement Policy.

29. NZTA initiated engagement with key stakeholders in 2014 and commenced community consultation from May to July 2016, to inform the social/environmental assessments and preliminary design work. Groups contributing to this consultation were:

- the Project Reference Group, a stakeholder group including Auckland Transport, Auckland Council, the local board, Watercare and iwi
- a group of 85 key stakeholders, including North Harbour Hockey, Transpower, Vector, Bike Auckland, Walk Auckland, Massey University and QBE Stadium
- one hundred and thirty interests on 52 properties
- neighbours and the wider community (with a focus on Unsworth Heights).

30. The outcomes of the engagement process fed into the identification of NZTA options, the options assessment, and the refinement of the preliminary design. The BOI decision requires NZTA to continue to liaise with the relevant stakeholders and the community during detailed design process and throughout construction.

31. The NCI project team has met several times with the Upper Harbour Local Board since 2014 to update them on the overall progress of the project and to seek feedback on a variety of matters during the concept stages of the project.
32. The project contributes directly to Outcome 2 of the draft 2017 Upper Harbour Local Board Plan, “efficient and effective transport links”, by enabling a well-connected and accessible network that provides a variety of transport options. The Upper Harbour Local Board has publicly voiced its support for the NCI project, including positive feedback about the NCI project's investment in the Albany area in their newsletters, and attendance at one of the project business consultation breakfasts.

33. The local board has provided additional guidance and feedback on related project matters concerning Constellation Reserve and has been integrally involved in the design of the works proposed in relation to other various reserves. NZTA advises that no specific issues have been raised regarding the works proposed in these reserves and that the board supports NZTA’s mitigation proposal to re-landscape and improve the walkway within the reserves, recognising the improvements as a key benefit for the local community.

**Māori impact statement**

34. Cultural values assessments have been commissioned as part of the broader NCI project. Mana whenua engagement has involved the creation of an NZTA Iwi Integration Group and NZTA has hosted two site visits and numerous hui.

35. Within the project footprint, there are no identified or scheduled heritage or archaeological sites, or any identified sites of cultural significance to iwi. However, there are waterways and ecological areas important to iwi, particularly the culturally significant areas of Oteha Valley, Rosedale Creek, and Lucas Creek, that are part of the wider context of the project and that iwi seek to protect and enhance.

36. Through the BOI process, NZTA presented evidence that iwi have provided feedback on environmental matters, enhancing biodiversity, the built environment, pedestrian and cycle connectivity and public transport initiatives. Iwi is also recognised through the incorporation of Te Aranga design principles into the UDLF, which includes a forward process to acknowledge cultural kaitiakitanga and mana whenua values. With regard to council reserves, the development of the UDLPs (referenced above in paragraph 16) will be prepared in partnership with the NZTA Iwi Integration Group.

**Implementation**

**Delegations**

37. The table below explains the decision-making responsibilities and delegations pertaining to the key processes described in this report.

<table>
<thead>
<tr>
<th>Decision-maker</th>
<th>Decision-making responsibilities</th>
<th>Pertinent process</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper Harbour Local Board</td>
<td>• Activities on local parks within its local board area, including leases and licences</td>
<td>• Approve the temporary occupation of land by NZTA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Delegate authority to the General Manager Parks, to negotiate and approve final</td>
</tr>
</tbody>
</table>
Process and timing

38. The NOR and consents went through a BOI hearing process in late July 2017. After the hearing process, the board for the requiring authority provided a draft decision and recommended conditions on 9 October 2017. The final report and decision that was published by the EPA on 22 November 2017 confirms and grants NZTA’s NOR and resource consents applications, subject to a number of conditions. This process protects the space subject to the designation. However, NZTA must acquire the permanently required land and obtain landowner approval for the temporary occupation of land for construction purposes where located within parks and reserves.

39. NZTA’s investigatory work commenced in October 2017. Preliminary enabling works are scheduled to start in January 2018 on the first stage of the project, situated at the easternmost part of Constellation Drive. Substantive construction works are anticipated to commence in May 2018.

40. To minimise risk and disruption to the project, NZTA is keen to sign a compensation agreement for the temporary occupation and permanent land acquisition as soon as possible. The processes for the proposed land transfer are expected to comprise the following key components set out in the table below.

<table>
<thead>
<tr>
<th>Process/decision</th>
<th>Target date</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Upper Harbour Local Board considers mitigation, the temporary occupation of land, and provides a view concerning the divestment of land and the treatment of funds</td>
<td>December 2017</td>
</tr>
<tr>
<td>Auckland Council’s Finance and Performance Committee considers the divestment of land and treatment of funds</td>
<td>February 2018</td>
</tr>
<tr>
<td>If approved, parties enter into an appropriate legal agreement to compensate the council and transfer the required land areas to NZTA (permanent and temporary)</td>
<td>February 2018</td>
</tr>
<tr>
<td>Possession of the required land is transferred to NZTA</td>
<td>February 2018</td>
</tr>
<tr>
<td>Staged construction commences – Auckland Council (as affected party) monitors construction impact on affected reserves</td>
<td>February 2018</td>
</tr>
<tr>
<td>Construction concludes – Auckland Council (as affected party) monitors reinstatement activity</td>
<td>Early 2021</td>
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### Process/decision

<table>
<thead>
<tr>
<th>Process/decision</th>
<th>Target date</th>
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</thead>
<tbody>
<tr>
<td>NZTA commences the return of temporary occupation areas and asset handovers commence</td>
<td>Various, up until mid to late 2021</td>
</tr>
<tr>
<td>NZTA undertake final legalisation survey</td>
<td>Early to mid-2021</td>
</tr>
<tr>
<td>NZTA formalise ongoing access requirements</td>
<td></td>
</tr>
<tr>
<td>NZTA legalise the land and settle all agreements</td>
<td></td>
</tr>
<tr>
<td>NZTA undertake ongoing maintenance requirements</td>
<td>Up until 2025</td>
</tr>
<tr>
<td>Asset handover from NZTA to council concludes</td>
<td>2025</td>
</tr>
</tbody>
</table>

41. Given the length and complexity of the land transfer processes under the Public Works Act, together with the ongoing interdependencies with consenting matters, staff anticipate it could take up to a year for parties to settle and agree final compensation values. As a result, the council and NZTA have agreed to enter into an ‘advance compensation agreement’ and a prescribed time-bound valuation process, in order to allow for the project to commence physical works while providing adequate time for parties to assess and agree appropriate compensation values.

42. The final land survey (post construction) will determine the final land requirement areas and will consequently inform a final settlement and compensation reconciliation.

### Costs

43. All costs incurred to facilitate agreement will be recovered from NZTA under provisions of the Public Works Act 1981.

### Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A</td>
<td>Mitigation works for affected reserves</td>
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<tr>
<td>B</td>
<td>Reserves impacted by the Northern Corridor Improvements Project</td>
<td>77</td>
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### Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Natasha Fredericksen - Development Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Kim O’Neill - Head of Stakeholder and Land Advisory</td>
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</table>
Item 13

Address:
R 15 Tawa Drive Albany 0632

Ownership:
Auckland Council

Legal Description:
Lot 153 DP 139731, CT: NA134D/16

APPROVED
Date:

Signature:

Kevin Reid
Senior Manager Operations Policy, Planning and Performance
NZ Transport Agency

PROPERTY INFORMATION

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Dimensions and area subject to survey
Reported up to nearest whole number.
Item 13

Upper Harbour Local Board
15 February 2018

Attachment B

Landowner approvals: Northern Corridor Improvements project

Address:
R 33 Ciemow's Lane Albany 0632

Ownership:
Auckland Council

Legal Description:
Lot 151 DP 139732, CT: Not Applicable

APPROVED
Date: __________________________
Signature: ______________________
Kevin Reid
Senior Manager Operational Policy, Planning and Performance
NZ Transport Agency

PROPERTY INFORMATION

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Dimensions and areas subject to survey. Recorded up to required area number.
Attachment B

Item 13

Landowner approvals: Northern Corridor Improvements project
Upper Harbour Local Board
15 February 2018

Landowner approvals: Northern Corridor Improvements project

Attachment B

Item 13

Address:
R 12 Rook Place Unsworth Heights 0632

Ownership:
Auckland Council

Legal Description:
Lot 302 DP 152329, CT Not Applicable

APPROVED
Date: __________________________
Signature: ______________________

Kevin Reid
Senior Manager Operations Policy, Planning and Performance
NZ Transport Agency

PROPERTY INFORMATION

<table>
<thead>
<tr>
<th>Description</th>
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Dimensions and areas subject to survey. Rounded up to nearest whole number.
Landowner approvals: Northern Corridor Improvements project
Application for a licence for dining and cafe at Hobsonville Landing

File No.: CP2017/25703

Purpose

1. To seek approval to:
   a. Publicly notify, pursuant to section 54 of the Reserves Act 1977, a commercial licence for Catalina Bay Holdings Limited Partnership, and its tenant, to occupy part of the deck constructed over a strip of reserve (to be vested) at The Landing, Hobsonville, by Homes Land Community (2017) Limited (formerly Hobsonville Land Company Limited). The proposed term of the licence is 10 years and the purpose is for outdoor dining.
   b. Grant the licence on terms and conditions to be approved by the head of Stakeholder and Land Advisory, Community Facilities, provided there are no significant objections.

Executive summary

2. Homes Land Community (2017) Limited (HLC), as part of its development of the former Hobsonville Airbase on behalf of the Crown, is soon to complete the subdivision of The Landing, also known as Catalina Bay.

3. The Landing has largely been sold to Catalina Bay Holdings Limited Partnership (CBH), a company owned by the Willis Bond Group.

4. The north end of the Fabric Bay Building in the north-western end of The Landing is currently being improved as a café/restaurant and adjoins the deck that HLC has constructed partly over a small strip of reserve (Lot 10), to be vested on subdivision of The Landing (see Attachment A) and partly in the Coastal Marine Area (CMA).

5. The intention of HLC and CBH was that the latter would be granted a licence to occupy approximately half of the deck (see Attachment B).

6. The deck is held by HLC under a coastal permit (resource consent for items in the CMA). As it is envisaged by HLC that the coastal permit for the deck will be transferred to Auckland Council in due course, CBH has approached the council for a licence.

7. Due to the deck being constructed over a reserve, Legal Services has advised that the proposed licence must be notified under section 54 of the Reserves Act 1977.

8. Where the local board supports the application to publicly notify, it is also recommended that the board grants approval for the licence to be granted on terms and conditions to be approved by the head of Stakeholder and Land Advisory, Community Facilities, provided there are no significant objections.

Recommendation/s

That the Upper Harbour Local Board:

a) approve the public notification of a licence for Catalina Bay Holdings Limited Partnership, and its tenant to occupy part of the deck constructed over a strip of reserve (to be vested on subdivision) and partly in the Coastal Marine Area at The Landing, Hobsonville, by Homes Land Community (2017) Limited (formerly Hobsonville Land Company Limited), for a term of 10 years for outdoor dining.
b) approve granting of the licence on terms and conditions to be approved by the head of Stakeholder and Land Advisory, Community Facilities, if there are no objections, or no objections of significance to the granting of the licence, or no objections that cannot be resolved with the submitter.

c) approve occupation of the deck, commencing under an agreement to grant a licence, prior to the public notification period due to the previous arrangements made between Hobsonville Land Company Limited and the proposed licensee, but with termination or suspension provisions if notification results in an adverse reaction from the public, and otherwise on terms and conditions to be approved by the head of Stakeholder and Land Advisory, Community Facilities.

Comments

9. The proposed licence will contain conditions requiring strict adherence to any bylaws and any consents or regulatory licences, required for the operation of the café/restaurant.

10. The Reserves Act 1977 provides for licences to be granted for up to 40 days without notification. An agreement to grant a licence and occupation ahead of notification would have the same effect as a 40-day licence.

11. In addition to the deck, a boardwalk for public access extends to the west, and a five-metre-wide esplanade reserve will be vested by HLC to the east along the top of the seawall. Staff consider that the proposed operation on the deck will leave ample room for the general public to enjoy the coastal walkway unhindered.

12. The recreation reserve to be vested, and over which the deck has been constructed, is inaccessible because of the structure.

13. As this report is being drafted, a valuation is being prepared by the council’s valuer for determination of the commercial licence fee payable by CBH.

Background

14. HLC is in the process of subdividing The Landing at Hobsonville and has sold a substantial part of the site to the Willis Bond Group.

15. HLC’s consent application to subdivide The Landing (which was heard and granted by a commissioner) presumed the licence would be granted and the strip of land beneath the deck (Lot 10) approved to be vested as recreation reserve, rather than esplanade reserve, to facilitate the proposed commercial operation. An extract from the decision follows:

A 7m-wide esplanade reserve is also to be created along the majority of the existing 315m long seawall. 5m of this extends from the inner face of the seawall to the landward boundary. However, between the Fabric Bay building and Mean High Water Springs (MHWS), it is proposed to waive the requirement for an esplanade reserve and instead form a recreation reserve to be vested to Auckland Council (Lot 10). This is to enable a licence to occupy to be placed over the area for outdoor dining purposes.

16. The council will receive a five metre esplanade reserve on The Landing, between Launch Road and the ferry wharf. The esplanade reserve is to be vested on subdivision.

17. HLC holds a separate coastal permit (the name given to a resource consent in the Coastal Marine Area) for the deck that has been constructed on the north side and adjoining the Fabric Bay Building.

18. HLC has indicated that it wishes to transfer the coastal permit to Auckland Council in due course.
19. A Willis Bond company, Catalina Bay Holdings Ltd (CBH), is currently improving the northern end of the Fabric Bay Building for operation as a restaurant/café, and has entered into an agreement to lease with an operator, which relies on use of part of the deck constructed by HLC at the north end of the building.

20. Another part of the deck on the western side is on land acquired by Willis Bond (refer Attachment B).

21. Willis Bond has requested that council confirms the licensing of part of the deck to CBH as landowner of the Fabric Bay Building, but with provision for occupation by its tenant.

Assessment of licence application

22. The following table provides an assessment of the application for the proposed licence:

<table>
<thead>
<tr>
<th>a) Pros</th>
<th>b) Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Provides an opportunity for the public to make the most of the surroundings while seated on the deck, with a northerly aspect, facing the upper harbour</td>
<td>• The operation, as a commercial activity, could create a sense of privatisation of public space, which may be perceived negatively by some members of the public</td>
</tr>
<tr>
<td>• Activates the area around the ferry wharf</td>
<td>• Patrons at the café/restaurant may create noise</td>
</tr>
<tr>
<td>• Provides non-rates revenue by way of a commercial licence fee, in accordance with council’s strategic imperative</td>
<td></td>
</tr>
<tr>
<td>• Cost of maintenance of the deck, under the terms of the licence, is to be shared with the licensee (which is also part-owner of the deck)</td>
<td></td>
</tr>
</tbody>
</table>

23. Overall, staff support the granting of the proposed licence.

Reserves Act requirements and options

24. The small strip of land (shown as Lot 10 on Attachment A) over which the deck is constructed, is to be vested as recreation reserve by HLC.

25. The Reserves Act 1977 allows for commercial activities on reserves, only after notification.

26. It is noteworthy that the deck completely covers the reserve to be vested, leaving the reserve inaccessible. However, the deck provides better access and is wider at that point on the waterfront than the reserve itself, even with part taken up with tables and chairs.

Option to refuse

27. In considering the application, the local board has an option not to proceed with the application. However, it needs to be considered that no other operator could use the position on the deck as effectively. Further, agreements have been made (between HLC and Willis Bond, and Willis Bond and the café operator) on the assumption that the deck will be used for outdoor dining. In effect, the council is inheriting this arrangement.

Option to consult

28. Where the local board considers the application, the board would then approve the public notification as required by section 54 (2) of the Reserves Act 1977, and iwi consultation as required by section 4 of the Conservation Act 1987.

29. The process requires that:
   • public notice is published in a local paper which is in circulation in the area directly neighbouring the reserve
   • a submission period of not less than one month be offered, noting that public notice
given after 10 December requires extension of that period to 10 February

- full consideration be given to all objections and submissions through the board, a committee, or person(s) as appointed by the board
- either the committee or appointed person(s) make a recommendation back to the board for a decision, or the committee or board make the final decision.

30. CBH is eager to have its application considered as soon as possible, so that its tenant can operate this summer, if the licence is approved.

31. Given the timing of this report, the earliest public notification that could take place is mid-January. The one-month submission period would mean a hearing, if required, could take place in late February or early March 2018.

32. Staff recommend that the board also approves the operation commencing in mid-January under the agreement to grant a licence, or on a separate temporary 40-day licence. This will be subject to the licence being terminated upon overwhelmingly unfavourable feedback from the notification. Such temporary licences do not require notification.

33. This decision is not considered to be significant under the criteria set out in council’s Significance and Engagement Policy. The land is not a strategic asset and a proposal to grant a licence to operate on a reserve is not an activity that exceeds the threshold on activities set out in the policy.

34. However, the proposed public engagement, which is required under the Reserves Act 1977, and iwi consultation to be undertaken in accordance with the Conservation Act 1987, are of an equivalent level of consultation that would be required under the council’s Significance and Engagement Policy, if the decision was of medium significance.

Consideration

Local board views and implications

35. The local board has allocated decision-making to approve activities undertaken on parks and open space in its area.

Māori impact statement

36. Should the board approve public notification, iwi will also be consulted and invited to make submissions on the proposal.

Implementation

37. If approval is given by the local board, the council will enter into an agreement to grant a licence to enable the proposed café operator to commence the interior fit-out of the café/restaurant. Once complete, the proposed café operator will be able to commence operation on the deck, pending a final decision for the permanent licence after the public consultation process.

38. Should the board approve public notification, the council’s Community Facilities department will carry out public notification and consultation with iwi in late January 2018. Costs involved with the public notification and hearings process (if any) will be met by the applicant.

39. Upon the submission period closing, staff will report back to the local board on details of a hearing if necessary, or to seek a final decision regarding the granting of the licence.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
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<tr>
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Application for a licence for dining and cafe at Hobsonville Landing
Upper Harbour Local Board
15 February 2018

Item 14

<table>
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<th>Description</th>
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<tr>
<td>B</td>
<td>2017-11-29 licence area plan updated</td>
<td>101</td>
</tr>
<tr>
<td>C</td>
<td>Fabric Building licensed area plan</td>
<td>103</td>
</tr>
<tr>
<td>D</td>
<td>Artist view of the deck from northern aspect</td>
<td>105</td>
</tr>
<tr>
<td>E</td>
<td>Deck details</td>
<td>107</td>
</tr>
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<td>F</td>
<td>Overall plan of The Landing</td>
<td>109</td>
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</table>

Signatories

| Authors                        | Allan Walton - Principal Property Advisor               |
| Authorisers                    | Kim O’Neill - Head of Stakeholder and Land Advisory  |
|                               | Eric Perry - Relationship Manager                      |

Application for a licence for dining and cafe at Hobsonville Landing
Application for a licence for dining and cafe at Hobsonville Landing
Access & Function

The Public Deck has been designed to maximise the flexibility of movement and access between the deck levels and alongside the edge of the Fabric Bay Building.

The layout of the lower deck maintains the 3.6m minimum width of the Boardwalk along the front edge of the deck, opening out into a more generous area at the eastern end, to facilitate movement at the arrival point to the deck from the Landing, and standing/sitting at the edge.

Circulation has also been maintained along the building edge. A ‘seam’ detail (referencing the seawall below) subtly demotes the change from ‘seating area’ to circulation space.

Similarly, the alignment of the timber seat batters perpendicular to the typical decking direction visually indicates the change in level and function along this transition edge.

Materiality & Maintenance

Pine decking boards are proposed for the lower deck, as a materially consistent continuation of the Coastal Boardwalk.

Hardwood timber is proposed for the upper deck areas and seating, as a resilient and hard wearing material suitable for the marine conditions and likely high pedestrian traffic and furniture movement the cafe deck will experience.

The steel plate framing required for the seating elements and balustrade is proposed to be hot-dip galvanised, with a matte painted finish. More detail regarding these structures is provided later in this document.

Modular design principles have been used for ease of construction, maintenance and any necessary replacement of fixings or timber members over the lifespan of the deck.
Scott Point Sustainable Sports Park

File No.: CP2018/00504

Te take mō te pūrongo / Purpose of the report
1. To adopt the Scott Point Sustainable Sports Park Master Plan December 2017.

Whakarāpopototanga matua / Executive summary
2. Hobsonville Point is one of a number of Special Housing Areas designed to cater for Auckland’s rapidly growing population. The Scott Point Sustainable Sports Park development will be a significant area of open space, and a primary area providing for the active recreation needs of the growing community.

3. Waitakere City Council purchased land at Scott Point for the development of a sports park to serve the local and wider community of Hobsonville and Scott Point. An initial open space structure plan was produced in 2015 for the planning work at Scott Point. The residential development of Scott Point is underway, and this park is now required to provide for the recreational needs of the growing community.

4. Based on the initial structure plan, a master plan was produced in 2017 in conjunction with the local iwi, community, clubs, schools, environmental groups and the local board. The plan identifies three main zones across the site with the provision of active, passive and environmental areas. A strategic assessment study for the sporting needs has been undertaken and the master plan produced to accommodate these needs.

Ngā tūtohunga / Recommendation/s
That the Upper Harbour Local Board:

a) adopt the Scott Point Sustainable Sports Park Master Plan December 2017.

b) support the allocation of funds to the development of the Scott Point Sustainable Sports Park.

c) request that detailed design works commence to allow physical works to start on Scott Point Sustainable Sports Park in November 2019.

d) note that further budget allocation is required to deliver the full Scott Point Sustainable Sports Park Master Plan December 2017, and implementation may need to be staged as resources allow.

Horopaki / Context
Opportunity
5. Structure Planning for Scott Point Park and the surrounding area was undertaken in 2015.

6. This set the foundation for the development of the Scott Point Sustainable Sports Park Master Plan which commenced in early 2017.

7. The opportunity to develop a greenfields site to create a totally new sports park does not happen too often.

8. In the planning phase, it was identified that this was an opportunity to incorporate sustainable principles from the beginning of the project, and include these principles into the design of Scott Point. This was workshopped with the Upper Harbour Local Board on several occasions and received their support.
9. The objective of the project is to create a leading edge, sustainable park at Scott Point that the community is proud of.

Sustainability

10. The Infrastructure Sustainability Council of Australia (ISCA) rating tool is being applied to the design and development stage of the project. The tool evaluates the sustainability (including environmental, social, economic and governance aspects) of infrastructure projects and assets.

11. The IS rating scheme is Australia's only comprehensive rating scheme for evaluating sustainability across design, construction and operation of infrastructure.

12. The principles are to plan, design and build a new park at Scott Point that:
   - is a model and flagship of sustainability in design and operation, and creates an exemplar ‘sustainable park’ at Scott Point
   - meets local board, community and key stakeholder needs for active and passive recreational outcomes, including provision for organised sport, play, and local paths
   - is developed in collaboration with relevant iwi to reflect mana whenua views and aspirations
   - to use the Infrastructure Sustainability Council of Australia (ISCA) IS rating tool to incorporate sustainability principles across the design and construction of the park.

13. One of the main features of the design is the incorporation of the sustainable principles that were established at the beginning of the project. This reflects the direction of the council in its goals for waste reduction, energy reduction, greenhouse gases reduction and water management.

Decision making authority

14. The Upper Harbour Local Board has the authority to adopt the master plan under delegations in the Local Government Act 2002 Amendment Act 2014.

Tātaritanga me ngā tohutohu / Analysis and advice

Options considered

15. An internal project team of various council specialists overviewed the design process. Several workshops were held with the local board. There were initially three options developed by the internal design project team.

16. The three options were presented at a workshop with the local board. Option three was identified as the preferred option, except for some modifications to the central passive zone and the location of the court area. Following the workshop, two further options were produced as a modification of option three.

17. These two further options, four and five, were presented to the local board and they identified option five as the preferred design.

18. The pros and cons of the various designs were discussed at the workshops.

Preferred option

19. Following several workshops with the local board, a final draft concept plan was identified as their preferred design (refer Attachment A). This concept enabled provision of the required fields for summer and winter play, protection of the environmental areas, and accommodates passive recreation areas, provision for six courts, with the possible option of covering several of the courts and connecting pathways to the neighbouring properties.

Auckland Council group views

20. The project design team included a wide range of representatives from relevant departments including the Sustainability Office, Community Facilities Investigation and Design – Sports,
Project Delivery and Operations, Environmental Services Biodiversity, Park Services Planning, Sports Parks, Parks and Places. Several CCO teams were also involved when required, including Auckland Transport and Panuku.

21. There have been several workshops with Panuku around the interface with the commercial land to the north east, and with Auckland Transport regarding the roading network and the design of the road that will bisect the park. These discussions are still on going.

Stakeholder views

Consultation

22. A communication and consultation plan was produced to ensure that all stakeholders’ views were heard (‘Iwi, Stakeholder and Community Engagement and Communications Plan, May 2017, Opus Ltd’).

23. An interactive workshop with key stakeholders was held on 11 April 2017. The purpose of the workshop was to canvas issues and opportunities for the development of the park, and to integrate stakeholder aspirations where practicable. Facilitated by Opus, and involving the project design team, the workshop was attended by approximately 40 people including representatives of sports clubs, resident associations, schools, environmental advocates, adjacent developers, the local board, iwi, and council staff. Almost 400 comments were received, collated and summarised to inform the concept design.

24. The draft concept plan was communicated back to stakeholders in a follow up presentation on 11 December 2017. The design received unanimous support. The following key matters were identified as needing further resolution through the detailed design stage:

- consider providing more carparking in the active recreation area. It was noted that there is an issue with non-park users taking the spaces. It was also explained that the 99 spaces shown more than meet the AUPOIIP standards for parking provision in parks
- the one-way entry and exit into the western car park may cause congestion. Further transport planning advice will be sought
- confirm operating hours of public toilets
- concern was also raised about the effect of light and noise on the neighbouring THAB zone on the park’s southwest boundary. A 15m buffer zone will help mitigate light spill effects
- concern regarding poor passive surveillance due to there being no road along the southwest boundary. CPTED measures will be employed in the detailed design phase to optimise safety throughout the entire park.

25. Representatives of several sporting groups identified their requirements for sports facilities. The master plan takes the approach of providing multi-use facilities, whether grass fields, hard courts or ancillary amenities, rather than providing dedicated facilities for particular clubs and codes. This enables flexibility to cater for the greatest number of users.

26. Cricket will not be catered for as there is not enough flat space for a full oval. There was a request for increased clay diamond peripheries by the Auckland Baseball Association. This would however, clash with the turf playing area of other codes.

27. A separate design workshop was held with Hobsonville Point Secondary School student focus group, ‘Epi-Lovers’, on 9 June 2017. This group is involved in conservation initiatives for the protection of the critically endangered epilobium hirtigerum plant species. The students and their project leader supported the concept presented on 11 December 2017 and have subsequently provided further design input for consideration through the detailed design stage.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views

28. On 2 March 2017, a team of Hobsonville Point Secondary School and Unitec students, supported by council’s biosecurity and biodiversity officers, presented at the community forum meeting of the Upper Harbour Local Board. The group spoke about the efforts they are making to help protect the nationally critically endangered plant species, epilobium, which is present at Scott Point Park.

29. On 24 July 2017, a presentation was made to the Upper Harbour Local Board. The purpose of this meeting was to provide an update on progress, present concept ideas and seek feedback and guidance from the local board.

30. On 14 September 2017, a workshop was held with the Upper Harbour Local Board. The purpose of this meeting was to present two alternative location options for the possible provision of covered courts at the park and to canvas the benefits and disadvantages of each option; to discuss the appropriateness and function of covered courts in this location and whether they will fulfil a multi-use purpose, and to discuss the possible sustainable features of the proposed park.

31. Provision of covered courts is a focus for the local board. A recommendation was made to locate the covered courts near the multiuse hub and open-air courts in the western part of the park.

Tauākī whakaaweawe Māori / Māori impact statement

Process

32. Iwi involvement commenced at the inception of the project when Te Kawerau a Maki Tribal Authority and Nga Maunga Whakahii o Kaipara identified mana whenua interest in Scott Point. Representatives of both iwi were appointed and have provided input into the design throughout the master planning process.

33. The process began with a hikoi on 24 February 2017 where iwi representatives and members of the project team walked over the site and experienced its physical nature and wider setting.

34. Following the hikoi, a presentation was made to the Rewiti Marae Trust Board hui on 14 May 2017 to discuss the project and seek input from the trust. The project was positively received by members of the trust.

35. The project design team and iwi representatives undertook an interactive design hui on 31 August and 21 September 2017. This was followed by a presentation to the North West hui on 4 October 2017 to update the forum on progress.

36. A cultural impact assessment (CIA) was prepared by Te Kawerau Tribal Authority and a cultural values assessment (CVA) was prepared by Nga Maunga Whakahii o Kaipara. Both statements provided valuable information to inform the master plan and embed Māori values in the design and ongoing park management.

37. Both iwi representatives have been greatly involved in the design work and have reviewed the final draft document.

38. They have been extremely supportive of the inclusion of the sustainability principles in the project as these link very strongly to Māori beliefs and principles.

Outcomes

39. Te Aranga Māori design principles have been used as the framework to guide both the physical design of the park and the process for ongoing iwi involvement as the project moves through subsequent phases of design, construction and management.
Ngā ritenga ā-pūtea / Financial implications

40. The table below shows the current budget allocated across the next five financial years in the forward work programme. There is currently $4.603m allocated to develop and implement the Scott Point Sustainable Sports Park Master Plan. These budgets will be re-phased during the development of the next three-year local board work programme and will be signed off by local boards in July 2018. The budgets will be re-phased to align with the physical works being undertaken, most likely in 2019/2020.

41. The budget allocated to the project is currently not sufficient to implement the full master plan. Any additional funding to be allocated to this project will need to come from within the growth funding budget envelope, as determined by the Governing Body. The sports infrastructure development (SID) fund has a prioritisation process that is followed when determining how money is allocated, and the order in which projects are delivered. Scott Point is an area of significant growth and as such, scores highly in this prioritisation process. However, the funding is distributed on a regional basis, and there are significant shortfalls in sports field capacity across the region that need to be addressed. This will determine when funding will become available.

Ngā raru tūpono / Risks

42. An indicative budget to implement the master plan is shown on the second line of the table below. These are the approximate budget amounts that will be requested from the SID fund in each of the financial years.

<table>
<thead>
<tr>
<th></th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
<th>FY21</th>
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<td>134,000</td>
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<tr>
<td>Indicative required budget</td>
<td>120,000</td>
<td>329,000</td>
<td>3,000,000</td>
<td>3,000,000</td>
<td>3,000,000</td>
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43. There are proposed to be 99 on-site car spaces with minimal on road parking.

44. The community has expressed concerns that there will be parking issues for the users of the park as there are already parking issues in the wider Hobsonville area, due to the surrounding medium density housing and the lack of off-street parking. There is concern that residents will use the park’s car park or any on-road parking.

45. The community have requested additional parking be provided on-site to also cater for the high number of users that will drive to the park to use the facilities.

46. The provision of housing next to sports fields has created issues in some areas of Auckland, due to the glare of lights and the noise from the users on the fields.

47. New technology using asymmetrical LED lights has essentially removed the issue of glare on neighbouring properties.

48. The edge of the fields has been positioned at least 15m from the boundary to provide a buffer zone from the housing. It is expected at this distance that the noise levels will not exceed the allowable levels in the unitary plan.

Ngā koringa ā-muri / Next steps

49. A procurement process is underway to engage a suitable consultant to work on the detailed design and contract documents to procure the services to undertake the construction.

50. The project will be staged over several years, with physical works construction planned to commence in November 2019.
Ngā tāpirihanga / Attachments

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<th>No.</th>
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<tr>
<td>A</td>
<td>Scott Point Masterplan</td>
<td>117</td>
</tr>
</tbody>
</table>

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Grant Jennings – Principal Sports Parks Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Mace Ward - General Manager Parks, Sports and Recreation</td>
</tr>
<tr>
<td></td>
<td>Eric Perry - Relationship Manager</td>
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</tbody>
</table>
SCOTT POINT SUSTAINABLE PARK:
DRAFT MASTER PLAN REPORT

Prepared for: Auckland Council
Prepared by: Opus International Consultants Ltd.
The Westhaven,
100 Beaumont Street,
Auckland 1010,
New Zealand

In collaboration with: Ngā Mauaré Whakahī o Koipara
Te Kawerau iwi Tribal Authority

With contribution from: Aktive Auckland Sport & Recreation
Auckland Cricket Association
Auckland Council Climate Resilience and Sustainability
Auckland Rugby League
Auckland Transport
Hobsonville Community Trust
Hobsonville Land Company

Date: 20 December 2017
Status: DRAFT
Project Reference: 1-C151460

DRAFT FOR DISCUSSION PURPOSES ONLY - NOT FOR EXTERNAL DISTRIBUTION

Page 3
Mihi

Nga Maunga Whakahihii o Kaipara and Te Kawerau a Maki Tribal Authority are collaborating with Council to deliver design for Scott Point Sustainable Park. The following kioro is offered by each iwi as a pepeha/introduction which links them and the project to their respective ancestors.

Nga Maunga Whakahihii o Kaipara

Ko te mana o Apiaha Te Kauwai i noho tana, ma runga te whenua.

My thoughts turn to those who have gone, and the example they left. Ngati Whatua, famous for hospitality to all, whoever they were from, whoever they were.

The mana of Apiaha Te Kauwai still dwells in the land.

Therefore those that have departed, we complete our debt to remember.

Those who remain, we greet you all as the living voices of our ancestors.

Te Kawerau a Maki Tribal Authority

Te Kawerau a Maki were one of the earliest tribes to settle within the wider Tamaki Makaurau/Auckland region. Our origins arise from the first inhabitants of this land – the Tewhiti, to the arrival of the Tuhua, Aeta, Teke Marua, Kaitiheke and Whakapapa canoes in the 14th Century, and the Ngati Awa, Ngahoe, and Ngatihere people who occupied the wider area prior to 1600.

Through the centuries, Te Kawerau maintained kenga on the western shores of the Upper Waitemata Harbour. The people of Te Kawerau a Maki are intricately linked through ancestral rights and ali kia to the Hobsonville region. Te To Kawerau a Maki, this region is a cultural landscape that is reflected through the numerous place names, landmarks, and recorded archaeological sites that dominate the wider area.

In 2015, Te Kawerau a Maki settled their Treaty claims which resulted in a section of land at Te Onekakitea/Point being returned to Te Kawerau ownership for cultural access. This land is intended to be developed into a Mauae where Te Kawerau peoples can gather and celebrate their cultural identity. Development that occurs in the surrounding area, such as the Scott Point Sustainable Park, will have direct and indirect effects on the proposed mauae site.
EXECUTIVE STATEMENT
Upper Harbour Local Board

Over the next few years, 20,000 new residents are expected to call Scott Point and neighbouring Hobsonville home. At the heart of the new Scott Point development will be Scott Point Sustainable Sports Park (SPSSP), an Auckland Council initiative to build Aotearoa/New Zealand’s first fully sustainable sports park.

We’re proud to support the development of SPSSP and the benefits it offers to current and future generations of Aucklanders and New Zealanders. It supports both the community and visitors in their enjoyment of a wide range of sports and recreation activities, while restoring the park to the natural ecosystems that once thrived there.

Additionally, the fully sustainable park will not only be a flagship for the future of sustainable provision of parks in Auckland and wider New Zealand, it will also be a living park that ‘we’ the positive the surrounding community will cherish and make their own.

The imagining of SPSSP couldn’t have happened without engagement with key and key stakeholders in the community. This has informed a design that embodies Māori cultural values and aspirations, and ongoing involvement of stakeholders is critical to SPSSP’s success.

To us, SPSSP truly embodies the realisation of Auckland Council’s vision of an Auckland that celebrates our diversity and cultural richness, enhances and cares for our outstanding environment, and leverages our innovative nature.

Lisa Whyte
Upper Harbour Local Board Chair
PART A  | INTRODUCTION
AT A GLANCE

Scott Point Sustainable Park is part of Auckland Council’s commitment to a sustainable future. The park will be the first fully sustainable sports park in Aotearoa/New Zealand and will provide a flagship and pilot for the future design of parks and public open space.

The overall vision for the park is to develop a leading edge, fully sustainable park that the community is proud of.

Today, cities around the world are at the forefront of a global transformation to a sustainable, energy resilient, low carbon future. Auckland Council is joining this shift.

The ISACS Infrastructure Sustainability Council of Australia, Infrastructure Sustainability Tool is being used to guide and measure sustainability throughout the design and delivery of the park. Key principles of the tool include consideration of resource reuse and consumption efficiencies, minimising waste, innovation, maintenance and governance and people and place – which includes stakeholder participation.

Collaboration with Ngā Maungah Whakahi o Kipara and Te Kawerau a Hei Tribal Authority has been integral in the concept development to ensure that Māori values and principles are embedded in the project. Involving the community and other key stakeholders has ensured the needs, desires and aspirations of those who will grow to use and love this place are considered in the design outcomes.

Auckland Council’s Service Principles have also informed the master plan. These include Resource sustainability; Community equity and belonging; Revitalising; Team and Co-design, and Standards and outcomes.

The park will comprise three main areas: an area for sports and active recreation; an informal recreation area; and areas of ecological restoration and conservation. Each of the areas is defined by the geography of the site. Natural landforms are retained and earthworks minimised. A brief synopsis of the three areas are as follows:

ECOLOGICAL RESTORATION - 46% (7.6ha):
A large proportion of the site will be restored to the natural ecosystem that once existed here with its abundant wildlife and diverse plant habitats. Most of the restored ecosystem will occupy the conservation area at the eastern end of the park.

SPORTS AND RECREATION 27% (4.4ha):
Natural and artificial turf playing fields, open-air handpots (and possibly covered courts), offering a wide range of facilities for multiple sports.

INFORMAL RECREATION - 27% (4.4ha):
An integrated network of informal recreation spaces, pathways and gathering points.
Once completed, the park will become a living landscape, the highly treasured heart of the community and a place for future generations to enjoy...

Scott Point Sustainable Park (SPSP) is a 16.8ha area of land in the northwest of Auckland that is about to be transformed from a rural landscape to a public park to meet the needs of a brand new community.

Development of this new park is no ordinary feat. Scott Point is set to become the first fully sustainable park in Aotearoa/New Zealand. Auckland Council is embarking on this project as a model and flagship for the future sustainable provision of parks. It will help steer the future course of design, development, management and governance of parks across Auckland in a way that responds to the urgent needs of our planet for sustainable coexistence.

The process of engaging and projecting a flagship sustainable park has involved extensive engagement with many whom, key stakeholders and specialists.

Vision

to create a leading edge sustainable park at Scott Point that the community are proud of

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STAKEHOLDER ENGAGEMENT

Community engagement has enabled the needs and aspirations of the future users of the park to be heard and taken into account in the design of the park.

Elected members and officers of Council have provided the policy framework and scope definition to ensure that the park meets the needs of a brand new community for active and informal recreation uses while fulfilling the key objectives of sustainability.

INVESTIGATIONS

Comprehensive site investigations have been undertaken by a range of experts in order to understand the existing conditions and opportunities for sustainable development of the site.

INFRASTRUCTURE SUSTAINABILITY RATING

Council is using the Infrastructure Sustainability Council of Australia (ISCA) Infrastructure Sustainability (ISS) rating tool to incorporate sustainability across the design and construction of the park. This is the first time the tool has been used in Aotearoa/New Zealand for a park project. Council is aiming for the highest “Leading” level of achievement under the rating tool. ISCA considers project performance across six themes: Management and Governance; Using Resources; Emissions; Pollution and Waste; Ecology; People and Place; and Innovation.
THE PLACE

Scott Point Sustainable Park occupies part of the Scott Point peninsula in the upper reaches of the Waitemata Harbour, northwest Auckland. The former Waitakere City Council acquired the land, in part as an offset for loss of a portion of Hobsonville Domain land to enable SH18 to be built.

The Scott Point area is transforming from a peri-urban landscape to a new urban settlement. Together with the adjacent Hobsonville Point, it is expected that the park will serve upwards of 20,000 people living in the area in the near future.

There is a network of green spaces in existence, or being put in place as part of the urbanisation of the Hobsonville and Scott Point peninsulas. These green spaces include reserves, schools, roads, and the coastal walkways. A recently conserved subdivision at Puriri Park will provide coastal access from the southern part of the peninsula. SPSP itself will be a major new contribution to this network.

The significance of Scott Point to is deeply held in the historic, traditional, cultural and spiritual relationships of Māori Wharenui to the area. Māori values and principles are covered more fully in the following section of this report.

The land is the most recently used for horticultural and grazing activities. Many of the landscape features relating to this use are still present on the site but will be removed to make way for the new park. Opportunities exist to retain and re-purpose some elements to provide a sense of past activity, contributing to an enhanced sense of place and sustainable use of resources.
PART B | CREATING SCOTT POINT SUSTAINABLE PARK: THE FRAMEWORK

Overview

The development of SPSP is underpinned by a number of separate but overlapping frameworks. These all contribute to ensure that SPSP will be a flagship and will lead a transformational shift in the delivery of sustainable parks for Auckland.

Auckland Council is committed to the vision of becoming ‘the world’s most liveable City’. To achieve this against a background of unprecedented growth and development, sustainability and environmental protection and enhancement need to rise highly.

The Auckland Plan vision for 2040 identifies a number of key outcomes relevant to the framework of SPSP, including:
- A fair, safe and healthy Auckland
- A green Auckland
- An Auckland of prosperity and opportunity
- A well connected and accessible Auckland
- A beautiful Auckland that is loved by its people
- A culturally rich and creative Auckland
- A Māori identity that is Auckland’s point of difference in the world

Auckland Council Service Principles

Auckland Council has established a set of service principles, outcomes and objectives for SPSP. These are underpinned by a number of initiatives including the Auckland Council Green Infrastructure Guidance Document, Low carbon parks research, ISCAIS tool, Urban Forest Strategy and North West Wildlink and management of the critically endangered Epiphyllum hirtum plant species.

OUTCOME

To create a leading edge sustainable park at Scott Point that the community is proud of

OBJECTIVES

To plan, design and build a new park at Scott Point that:
- Is a model of sustainability
- Meets the Local Board, community and key stakeholder needs for active and passive recreational outcomes, including provision for organised sport, play, local parks, biodiversity protection and enhancement
- Is developed in collaboration with local iwi to reflect Mana Whenua views and aspirations
- To use the ISCAIS Rating Tool to incorporate and embed sustainability across the design and construction of the park

SERVICE PRINCIPLES

1. Resource Sustainability
- Low carbon/reduced carbon development and operation
- Model of resilience and climate change adaptation
- Creates sustainable multi-functional spaces, surfaces and facilities.

2. Whole of life approach to asset management - includes choice of materials, longevity, utilises green engineering principles
- Aligns to 4 sustainability goals - economic, social, cultural and environment
- Gives effect to Council’s sustainability goals
- Reduce amount of greenhouse gas emissions by 40% by 2040
- Reduce Council energy use by 40% by 2040
- Reduce council waste use by 20% by 2025
- Zero waste to landfill by 2040

2. Community Equity and Belonging
- Create a fun place
- Park is an educational tool
- Actively connecting community to nature
- Active (as opposed to passive) play opportunities
- Building sense of place
- Community empowerment, engagement and ownership
- Incorporate heritage and history - context - seeing today as a place in a timeframe that includes yesterday and tomorrow
- Opportunity to re-interpret historical orchard use through community gardens and food production
- Reflect community - people can ‘see’ self and community values
- Equality in passive and active space
- Rebuilding a Healthy Relationship with Nature

3. Well within the urban living environment
- Ecological functionality for the provision of nature services
- Threatened species survival
- Epiphyllum hirtum (Hobsonville's kakapo) as a point of pride and identity
- Natural biodiversity protected and enhanced

4. Team and Co-design
- Partnerships with community, schools, Local Board
- Iwi Identity involvement
- Integrated and collaborative team approach across departments and professional service providers
- Engage with all stakeholders

5. Standards and Outcomes
- Benchmark for the future
- Use the ISCAIS Sustainability Council of Australia rating tool
- Align to the 4 sustainable goals
- Align to the 4 sustainable goals
- Align and give effect to the Council’s sustainable goals
- Measure, monitor, analyse, report and take action
- Universal Design (Crime Prevention Through Environmental Design/Injury Prevention Through Environmental Design/ Safer Free Access)
- Plan well
TE ARANGA MĀORI DESIGN PRINCIPLES

Embedding Māori Cultural Values and Principles at Scott Point Sustainable Park

Council and Mana Whenua, Te Kawerau a Maki Tribal Authority and Ngā Mauunga Whakatāhirō Kāinga, are following a collaborative design process for SPS through a hikoi and continuing hui, Māori cultural values and principles of the marae, are being integrated into the design plan.

Te Aranga Māori Design principles have been adopted as the framework for embedding Māori cultural values at the park. These principles are based on intrinsic Māori cultural values and designed to provide a framework for enhancing outcomes for the physical realm.

The seven principles were established in response to the shortfall in Māori engagement in the preparation of the Ministry for the Environment’s Urban Design Protocol (UDP) 2005. The principles aim to see a united ‘pacific’ identity reflected in the landscape and ensure greater Māori involvement in the decision making processes that concern the built environment. The principles are contained within the Auckland Design Manual, which can be found on the Auckland Design Manual website: www.aucklanddesignmanual.co.nz. For the complete content of recommendations for Scott Point Sustainable Park from mana whenua, refer to the Appendices.

CORE MĀORI VALUES

Rangatiratanga

The right to exercise authority and self-determination within our own tikanga. Maniapoto

Kaitiakitanga

Conservation and caring for the environment as part of a reciprocal relationship based on the Māori worldview that we are humans part of the natural world. Māori mana, whenua knowledge and understanding.

Manaakitanga

The ethic of holistic hospitality whereby mana whenua have inherent obligations to be the best hosts they can be.

Wairuatanga

The manageable spiritual connection between people and their environments.

Whanaungatanga

A relationship through shared experiences and working together which provides people with a sense of belonging.

Kotahitanga

Unity, cohesion and collaboration.
**TE ARANGA MĀORI DESIGN PRINCIPLES**

A number of key design moves have been integrated into the master plan to create a unique and rich Māori cultural landscape. Other Mana Whenua objectives do not have a physical manifestation in the design plans, such as the need for kawakawa and kūa (stems) to be present at important ceremonies. These requirements are identified in the table below and will need to be given effect through ongoing phases of the project.

### MANA
Rangatiratanga Authority

### WHAKAPAPA
Names and Naming

### TAIAO
The Natural Environment

### MAURI TU
Environmental Health

### MAHI TOI
Creative Expression

### TOHU
The Water Cultural Landscape

### AHIKĀ
Living Presence

#### Key Moves

<table>
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<tr>
<th>Key Moves</th>
<th>MANA</th>
<th>WHAKAPAPA</th>
<th>TAIAO</th>
<th>MAURI TU</th>
<th>MAHI TOI</th>
<th>TOHU</th>
<th>AHIKĀ</th>
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<tbody>
<tr>
<td>Auckland Council to meet their statutory obligation, follow guidelines related to development and that consent processes are adhered to</td>
<td>✔</td>
<td>✔</td>
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<td>The development of Public Places subject to the cultural heritage and values</td>
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<td>Identification of the extent of the development of the project</td>
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<td>Fixed immersion with the Rangatiratanga Act 2013 and the Coast of Settlement</td>
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<td>Continue to develop the Kia kaha whakapono and whakapono (Maori), through design, art and narratives</td>
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<td>To ensure that the Tribal Authority are involved in the planning, design, and management of the community facility should be incorporated</td>
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<tr>
<td>To ensure that the Tribal Authority are given opportunities to name the proposed park and associated features</td>
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<td>That native eco-friendly native vegetation is incorporated into the design as the default type of vegetation</td>
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<td>Impacts to cultural heritage/cultural resources or elements should be avoided</td>
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<td>To Kerehe, the Tribal Authority does not support the installation of a dog exercise area</td>
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<td>Specifics to culturally designed and managed</td>
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<td>The principles of the North West Water and incorporated into the design</td>
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<td>An ecological design planning &amp; environment work management plan should be developed</td>
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<td>Practices to include儒家/儒家/Taoist principles from Tao and Séuro to protect intergenerational and ultimate risk of contamination of waterways</td>
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<td>That Auckland Council will adopt Te Aranga Design Principles</td>
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<td>Careful management of built/barefoot receptacles to ensure its protection and survival</td>
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<td>Lighting design to enhance (not only) utilise solar panels as renewable energy</td>
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<td>Auckland Council strives to significantly achieve higher levels of stormwater treatment</td>
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<td>That Auckland Council continues to work with Te Kerehe iwi Tribal Authority through the planning and design process</td>
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<td>Cultural representation in public art in some circumstances fully supported</td>
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<td>The current programme of all archaeological surveys is intended to identify and evaluating areas of significant archaeological or cultural sites in collaboration with Te Kerehe iwi Tribal Authority</td>
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<td>That the new consent statement of conditions would be added for this development</td>
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### DRAFT FOR DISCUSSION PURPOSES ONLY - NOT FOR EXTERNAL DISTRIBUTION
The development of a new park for Scott Point has generated a great deal of interest and enthusiasm over the early conceptual stages of the project.

Meaningful stakeholder and community participation is an important component of both Auckland Council’s Service Principles and the ISCA Infrastructure Sustainability tool.

A stakeholder engagement and communication strategy was established during early stages of the project, outlining who would be engaged, how stakeholders would be involved in decision making and how influences on design outcomes would be communicated.

Key stakeholders engaged in the process include (but are not limited to) Mara Whenua, the Upper Harbour Local Board, Council Controlled Organisations, local schools and sports clubs, and community and groups.

It is crucial to continue to engage with the public and key stakeholders throughout the following phases to ensure the park reflects the needs, desires and aspirations of the community who will grow to love this place.
ATTACHMENT A

15. Scott Point Sustainable Sports Park DRAFT Management Report

STAKEHOLDER ENGAGEMENT PROCESS:
- A stakeholder workshop was held in April 2017. Topics covered were: Cultural and Community Values; Access; Sports, Ecology, and Informal Recreation. Nearly 400 comments were received on 188 topics.
- A design workshop with Epi-Levers was held to obtain inputs regarding the threatened native plant species, Epilobium hirtigerum.
- Presentations to the Upper Harbour Local Board were made at key milestones to gain support.
- Engagement with other agencies and Council Controlled Organisations such as Auckland Transport, Panuku Development. Auckland has also helped inform the collaborative design.

SUMMARY OF STAKEHOLDER AND COMMUNITY NEEDS AND IDEAS
To date, key stakeholders have been involved in workshops sharing their ideas for the park and these ideas have informed the concept plan. In general stakeholders have expressed a strong desire for a broad mix of programmes for the park, with an emphasis on balancing providing active and passive recreation opportunities, restoring ecological values to the park.

A synopsis of main themes advocated by stakeholders during engagement is outlined below and illustrated in the 'word cloud'.

RECREATION
- Provision for active sports codes such as baseball, football, soccer, cricket, volleyball, tennis and touch were suggested.
- Other interesting suggestions included an athletics track, a public frisbee golf, play spaces, bike facilities such as pump tracks and a skatepark.
- More passive activities such as petanque and chess were also discussed.

COMMUNITY
- Ways in which to bring residents together to promote a sense of community, not just engaging active and informal recreation facilities, included features such as a communal BBQ area and community gardens/orchard.
- Activities such as night markets, outdoor movie nights, themed festivals / days. Opportunities to collaborate with local schools for community projects, an 'outdoor classroom' and creating a community hall were also suggested.

ENVIRONMENT
- Points raised included ways to enhance both flora and fauna, ways in which to engage the community, including walkways with interpretation, planting days and days to promote the growth of the endangered plant species, Epilobium hirtigerum. Recreational suggestions included the use of composting toilets as a reserve facility, restricting the number of rubbish bins, a community facility for composting, green roof, rainwater harvesting and solar energy.

CULTURE AND IDENTITY
- There were a number of suggestions for expressing culture and heritage specific to the site through materials, sculpture, carvings, poi and other markers. Key ideas as to what makes 'Scott Point' unique include the site's historical past, pottery and brickworks, the Epilobium hirtigerum habitat and the values of mana whenua. The former air base nearby was a reciting topic.

CONNECTIVITY
- Issues and suggestions discussed included providing for multiple modes of transport, sufficient and efficient car parking that is respectful to residents, Trails that prioritise pedestrian and cyclist safety and comfort respectively were discussed. There was also a strong desire for digital connectivity, including e-bikes and electric cars. There were common requests USB charger ports and providing WiFi.

A PLACE FOR EVERYONE
- Creating spaces for all ages was a strong theme. Consideration of the older generation was expressed, particularly in respect to informal recreation and access between the proposed retirement village and town centre. Providing for the needs of teenagers, including 'youth hang out spaces' was a recurring topic. Dog exercise was discussed in depth, in particular spaces where dogs should be allowed, and whether this should be on-lead or off-lead.

HEALTH AND WELL-BEING
- Above and beyond active and informal recreation, other suggestions to promote healthy urban living were made, including having a community gardens/allocation and orchards/fruit trees. These were suggestions orientated around both walking and cycling, including allocated / exclusive facilities for both modes. 'Fitness Trails' were suggested multiple times.

FLEXIBILITY
- Getting the most out of spaces and catering for the greatest number of people was a recurring theme. Suggestions included multi-purpose sports fields (summer and winter codes) and flexible areas for informal recreation, including outdoor classrooms and amphitheatre.
- A pavilion or clubhouse could double as a community hall. Partnerships with shared facilities with local schools to avoid unnecessary duplication was also suggested.
ISCA:IS

Auckland Council has selected the Scott Point Sustainable Park to be designed and built as a model ‘sustainable sports precinct’. This is a timely opportunity to embed sustainability outcomes in accordance with the Auckland Plan. These include green infrastructure, energy and water efficiency and low carbon design.

A critical component to achieve the required sustainability outcomes will be the integration and use of the Infrastructure Sustainability Council of Australia (ISCN) Infrastructure Sustainability (IS) Rating Tool. The utilisation of this tool will be the first in New Zealand for a parks based project.

WHAT IS INFRASTRUCTURE SUSTAINABILITY?

Infrastructure sustainability refers to infrastructure that is planned, designed, constructed and operated to optimise environmental, societal and economic outcomes over the long term.

Across the infrastructure lifecycle, there are three main ways that the IS rating tool is currently being used:

1. Planning phase support to apply the IS rating tool through various stages of infrastructure planning (project feasibility, development and procurement).
2. Registered use (Design, As Built, and Operation) to achieve a certified rating.
3. Non-registered use (Planning Design, As Built and Operation) to assist benchmarking the sustainability performance of projects, assets and organisations, and with decision making for planning and delivery.

The process starts with the project manager undertaking self-assessment using the IS rating tool as they proceed through the relevant lifecycle phases. Submitted documentation is then reviewed by certified Assessors and Verifiers. Throughout the process, documentation for all claimed credits is saved, so that all documents reviewed during assessment, verification and certification stages can be shared between assessor and verifiers.

Infrastructure sustainability is assessed across six themes, and within each of these themes there are subcategories as illustrated below.

LEVEL OF ACHIEVEMENT

The ISCA:IS process enables a project to be assessed and accredited for increasing levels of achievement against a baseline of “business as usual”, the highest level of achievement in ‘Leading’ which is the aim for Scott Point Sustainable Park.
Overview

Scott Point lies in the upper reaches of Auckland's Watamotu Harbour, northwest of Auckland City. The area was called Onekikira by local iwi, named after the clay soils that made up the peninsula, which was at one time covered in kauri forest.

A large portion of land was bought by the Crown and used for farming. However in the mid 1800s Rice Owen Clark found the poor soils more conducive to providing clay for brickworks. A buzzing industry supplied much of the pipework for Auckland's city center up until the 1930s. More recently, this relatively flat peninsula area has been used for agricultural and horticultural purposes. The tidal coastal edge, which is intermittently fringed by shellbanks, is abundant in native ahiwha and kaimoana. Up until recently, the Hobsonville Airbase, which was built in the 1920s, sat to the north of Scott Point. This area is now being developed into the medium-density suburb Hobsonville Point.

The current RNZAF Auckland Airbase at Whenuapai sits on the opposite side of State Highway 18 (Upper Harbour Motorway) from Scott Point.
Scott Point is approximately 12 kilometres from Auckland's Central Business District, connected by the Upper Harbour, Northwest and Northern Motorways. The peninsula is also connected to the city by a ferry service that runs between the Auckland Downtown Ferry Terminal and Heretaunga Ferry Terminal at 'The Landing'.

The area is undergoing rapid change. The Upper Harbour Local Board area has seen fast population growth with demographic data from Auckland Council showing an increase of 83 per cent between the years of 1996 and 2006. Population projections indicate the area could be home to more than 83,000 residents by 2031.

Ecologically the coastal fringes of the Waitakere Harbour, including those around Scott Point, play a pivotal part in the 'Northwest Link' - the ecological corridor that spans between the islands in the Hauraki Gulf and the Waitakere Ranges.
LOCAL CONTEXT

The site is bounded by Squadron Drive Extension to the north, Clark Road to the west, and new urban areas to the south and reaching to the Waitemata Harbour to the east.

Until recently, Scott Point was a relatively undeveloped greenfields area, home mainly to agricultural and horticultural landuses, and large lifestyle stock properties.

With Scott Point primarily zoned in the Auckland Unitary Plan (Operative in Part) as Mixed Housing Urban and Mixed Housing Suburban, the landscape is already beginning to undergo significant change. Sites directly to the north, east and south of the Scott Point Sustainable Park site are already being developed into medium density subdivisions.

The site is well connected to the Hobsonville and Hobsonville Point village centres via Clark and Scott Roads, and the extension to Squadron Drive which will border the northern edge of the site will provide a direct route to and from State Highway 18.

The upper reaches and tributary stream of Tahingamau (Nimrod Inlet) extends into the site, connecting the site with the Waitemata Harbour.
EXISTING SITE

The site is 16.4 hectares. The site is currently divided into two predominant land uses.

The eastern half of the site is mainly pasture bordered by shelterbelts (mostly exotic species), and is presently home to the Whangapai Pony Club. A steel fabrication company operates in the northwest corner of the site.

The eastern half of the site is occupied by a horticultural nursery and the tributary stream that leads to Tahingamau (Nimrod Inlet). The vegetation that borders the stream corridor is predominantly exotic and pest species. This eastern part of the site is also the habitat of the critically endangered plant species, Epilobium hirtulum.

The park is divided more or less through the center by a southwest facing embankment. Below the bank the land falls towards the Nimrod Stream which feeds into the Waitaketa Harbour. This area will be used variously for informal recreation and ecological restoration.

Land to the northwest of the embankment is elevated and reasonably flat. This area is most suited to large format sportfields and hard courts. Further to the northwest there is a second embankment which faces north in a crescent shape. Below this bank the land is reasonably flat and is likewise suited to sports field development.
SITE PHOTOGRAPHS

A. Stainless Steel Fabrication site with western escarpment in the background

B. Western escarpment

C. Stainless Steel Fabrication building, existing dwelling and Hobsonville Point Secondary School in the background

D. Northern end of the eastern escarpment (vegetated) and remnant horticultural windbreak posts

E. Horticultural nursery and southern end of eastern escarpment

F. View towards Tahingamaru (Nimrod Inlet) stream corridor from the southern end of the eastern escarpment

G. View across Significant Ecological Area from northern end of the eastern escarpment

H. View across Significant Ecological Area towards new development on opposite side of Tahingamaru (Nimrod Inlet)

I. Nursery windbreaks with predominantly exotic stream corridor vegetation behind
HYDROLOGY

The highest points of the site are on the central plateau. Overland Flow Paths (OFP) track from the gentle encroachments to the site's lowest areas, to the east and west, with localised flood plain areas along the relative paths. The lowest point on the eastern side of the site is the Upper Viaduct stream. There is a small flood prone area along one of the OFP's that feed into the stream corridor, in the south east corner of the site. A storm water outlet from the adjacent development discharges into the head of the stream corridor. There is another small flood prone area at the low point in the northwest corner of the site. Buildings and other structures will need to avoid flood plains and flood prone areas, and not obstruct Overland Flow Paths.

CLIMATE AND ENERGY

There are a number of opportunities for harnessing renewable energy within the Sustainable Park, however there are also a number of threats associated with climate change. Potential to harness wind energy from predominant winds exist on the site perimeter and exposed high points. Warmer northerly winds could be passively cooled with bodies of water adjacent to buildings. There is potential to capture solar energy, and optimise the northerly aspect of the western encroachment. The site sits over 1m above Mean High Water Springs (MHWS) and therefore inundation from Sea Level Rise is not an immediate threat. Increase flooding from extreme weather events could have impacts on the site, however.

Source: Auckland Council Urbyony Plan Maps
ECOLOGY

The site can be divided into two separate ecological areas. The western pasture area is of relatively low ecological value, providing habitat for common native and introduced birds and potentially the native copper skink. Threatened plant species and urban skink may also be utilising the pasture area.

The eastern section is of higher ecological value due to the presence of the highly threatened plant Epilobium hirtogenum. A permanent stream with moderate ecological value runs down the centre of the Significant Ecological Area overlay under the Unitary Plan.

PLANNING FRAMEWORK

Most of the land comprising the reserve is zoned for recreation purposes under the ALURP. The westernmost area is zoned for Sports and Recreation, the central part for Informal Recreation and the easternmost part for Conservation. The conservation area has a Significant Ecological Areas overlay.

A hierarchy of roads surrounds the park and a new secondary road is planned to extend through the park, connecting Scott Point and Hobsonville.

A Neighbourhood Centre zoning is in place for the area at the intersection of Squadron Drive Extension and the future central road through the park. On the eastern edge of the neighbourhood centre is an area zoned for Mixed Housing. Together these two land uses will create an active interface with park activities.

Legend

- Ecological Zones
- Permanent stream
- Terrestrial Significant Ecological Areas (SEA)
- Approximate Epilobium hirtogenum area
- Area of low ecological value

CONSTRANTS

The escarpment gradients will constrain built form and large format playing fields, if earthworks are to be kept to a minimum with sustainability in mind. The proposed through road has the potential to divide the park in two. There is contaminated land surrounding the steel fabrication premises, which will need to be buried or removed to an approved disposal site. The Neighbourhood Centre Zone has an acute angle that may impact the spatial arrangement of the site, and there is the possibility that the Centre will address the street network and turn it back on the park. Site access from Clark Rd has not been advised, but it has been recommended that access aligns with the intersections of the street network opposite, on Squadron Dr Extension.

OPPORTUNITIES

The escarpments provide an opportunity to create green corridors through the site. The proposed through road will allow for getting to the site using public transport. The parkside of the Neighbourhood Centre Zone could be activated to maintain 'eyes' on the park and optimise views over the site. Access from Clark Rd has not been advised, but it has been recommended that access aligns with the intersections of the street network opposite, on Squadron Dr Extension.
THE SITE PLAN

The concept plan shows the overall organisation of the park. The plan illustrates a framework that integrates the whole site into a coherent landscape which supports the vision to create a fully sustainable park that the community is proud of.

Within the overall framework are a diverse mix of spaces which cater for a wide range of sports, recreation and conservation needs.

Approximately 46% of the site will be restored to the natural ecosystem that once existed here with its abundant wildlife and diverse plant habitats. Most of the restored ecosystem will occupy the conservation area at the eastern end of the park.

Much of the western area – approximately 27% of the park – will provide facilities for sports and active recreation. Included in the mix are natural and artificial turfs, open-air handcourts and possibly covered courts offering a wide range of facilities for multiple sports.

Integrated throughout the park will be a network of informal recreation spaces, pathways and gathering points. Community can enjoy a wide range of activities from vigorous exercise to programmed events, picnicking, play and youth activities and informal ball games. Many opportunities exist for rest, respite, and to connect with nature. Paths have been carefully located to enhance the experience of moving through the park for people of all ages and abilities.

Once completed, the park will become a living landscape; it will become the highly tousured heart of the community and a place for future generations to enjoy.

CONCEPT DIAGRAM - KEY DESIGN MOVES

[Diagram showing various planning elements and park areas]

Legend:
- Sports and active recreation
- Informal recreation green
- Epitaphian heritage habitat
- Recreation of conservation zone
- Water retention basin
- Hub / community facilities
- Activation nodes
- Improved areas – courts and car park
- Key visual points / views
- Non-motorised movement network
- Material movement network
- Neighbourhood Centre

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PART D | THE MASTERPLAN

KEY DESIGN MOVES:

The park has three main areas: Sports and Active Recreation, Informal Recreation, and Conservation. Each of the areas is defined by the geography of the site and has a distinct landscape character and programming approach. The two main embankments are particularly important features for defining sub-zones within the park, as is the Upper Mening Stream and its connections to the Waitarere Harbour.

The definition and programming of the park’s areas has been informed by the overarching need to create a fully sustainable park. This has led to design decisions such as working with the natural landform rather than earth-working the embankments which would lead to greater negative environmental impacts. Stakeholder and key inputs, agency inputs, strategic outcomes and Local Board priorities have all informed the design.

Programming of the park’s development has not been resolved at this concept stage. The greatest efficiencies and sustainability outcomes would be achieved by programming development across the whole park to take in with wider developments such as the construction of the new school and the roading network adjacent to and through the park.

The key design moves for each geographic area are outlined in this section. Plan enlargements together with cross-sections on the following pages are provided to give more focus to key features within the master plan. The next section illustrates how the master plan fulfills the sustainability objectives for the park. The ECAAS themes identified in the introductory section are used to categorise the sustainability features.

SPORTS AND ACTIVE RECREATION AREA

The western part of the park accommodates a wide array of sports and recreation facilities. This area lends itself to large sports platforms where there is ample flat land and views from the surrounding landscape.

A flexible approach is taken to the provision of sports facilities. User groups will be encouraged to share resources rather than providing dedicated facilities for each group. Facilities include five artificial and natural sports fields, training areas, six hard courts - three of which may be covered - and a multi-use hub building which will provide for mixed groups and activities.

Informal recreation areas are integrated throughout the park. The main dedicated space occupies the flat area to the west of the conservation zone. This area has been zoned to host a wide array of informal activities including picnicking, informal team activities, play-grounds, market days and community events of a smaller scale.

The co-location of the informal area with the Town Centre provides a great opportunity to capitalise on the setting and the gravity created by the multiple activities concentrated in this area.

A road will be developed through the park between the informal recreation and conservation areas. This road is an important part of the ‘park movement’ network. It does however create challenges for the amenity and safety of park users. The plan for this road is for the ‘park road’ character with a slow speed environment, central green median, wide, separated pedestrian and cycle paths and a high level of amenity.

CONSERVATION AREA

The eastern part of the park is devoted to conservation, it will be restored to its original habitat and will continue to host one of New Zealand’s naturally critically endangered plant species, Epilobium hirtum.

Restoring nature within the park will deliver considerable benefits to the environment and people. Environmental benefits will include water polishing, air cleansing through carbon sequestration, restoration of natural habitat, cooling effects and improved connections to the water terrestrial and marine systems to contribute to ecological enhancement of the wider northwest area.

The principles and patterns of biophilic design (people’s innate biological connection with nature) have been employed to restore the human-nature connection. This approach will elicit a restorative response by providing opportunities within the park to de-stress and improve overall health and wellbeing.

The restored native forest will contribute to Auckland’s urban forest and the North West wildlife link initiatives.

A conservation centre is proposed as a place of advocacy education and volunteer efforts.

In parts of the park the ecological restoration will take on a natural appearance while in other areas the ecological functions will be delivered in a more constructed way including green roofs and rain gardens.
PLAN ENLARGEMENT A: MULTI-PURPOSE HUB

The multi-purpose hub forms the centre of the active recreation area. A multi-purpose green-star building is the centerpiece. Spaces within the building will host community and sports groups uses. Amenities including change rooms and toilets will cater for sports users. The spaces around the building provide areas for outdoor activities, events, wander and casual gathering.

The building features a green roof which doubles as a spectator space for games on the #1 field. A central plaza southeast of the building acts as a central gathering space, connecting the building with the covered courts, carparking, informal recreation embankment and central spine path.

FEATURES
1. Entrance Plaza
2. One-way vehicular entry
3. Tinted car parking
4. Multi-purpose hub
5. Covered courts
6. Covered courts entry
7. Covered courts exit
8. Trenches for extensions (15 m福利线)
9. Green roof with observation deck
10. Raingarden
11. Stormwater storage tank
12. Bridges
13. Plaza space for community events
14. Accessible ramps
15. Water fill for passive cooling of building
16. Outdoor seating
17. Stormwater soak away
18. Fencing
19. Entrance signage feature
20. Multi-use sports field

LEGEND
- Native vegetation
- Vegetated swales to capture & cleanse water from imperious surfaces
- Turf sports field surface with stormwater han reusing
- Grassed amenity areas
- Retaining walls using reclaimed building materials
- Green roofs
- Roof top solar panels
- Water fill for passive cooling
- Sustainability: recycled timber decking
- Permeable segmental paving
- Hoggie (compact volcanic aggregate + lime)
- Raw form permeable paving
- Permeable paving / asphalt falling to stormwater creases
- Renewable bioreg
- E = Vehicle charger
- Solar panel powered amenity lighting
- LED sports field lighting
PLAN ENLARGEMENT B: THE HEART

The Heart is located at the geographic centre of the park. It sits at the intersection of the central spine path terminus, top of embankment, and connecting paths. Views to the east from this location connect park users with the wider harbour setting. In all, this space has significant gravitas as a place to gather and experience the park in its midst

The plan is to create a gathering area with seating, paths, a lookout, interpretation and judiciously placed trees to frame views and provide shelter.

The space is well suited to harnessing wind and solar energy. The opportunity exists to create a hallmark solar/wind sculpture in this space that celebrates the park and its sustainability focus.

LEGEND

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>Native vegetation</td>
<td></td>
</tr>
<tr>
<td>Rain gardens &amp;capture &amp; cleanse water from impervious surfaces</td>
<td></td>
</tr>
<tr>
<td>Retaining walls utilizing recycled building materials</td>
<td></td>
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<tr>
<td>Sustainable sourced timber decking</td>
<td></td>
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<tr>
<td>Permeable segmental paving bricks</td>
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<tr>
<td>Hoggin (compressed aggregate + lime)</td>
<td></td>
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<tr>
<td>No fines permeable concrete</td>
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<tr>
<td>Sports field surfaces with stormwater harvesting</td>
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<tr>
<td>Grassed amenity areas</td>
<td></td>
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<tr>
<td>LED sports field lighting</td>
<td></td>
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<tr>
<td>Solar wind powered emergency lighting</td>
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</tbody>
</table>

FEATURES

1. Central spine path
2. Lookout featuring Māori art interpretation
3. Landmark energy-generating sculpture
4. Terraced play space with benches and seating walls
5. Internal recreation area
6. Accessible ramp
7. Perimeter path
8. Bridged access over rain gardens to courts
9. Open area courts
10. Multi-use sports field
PLAN ENLARGEMENT C: 'EPI-CENTRE'

A focus of the conservation area is a community centre for the advocacy of conservation generally and the protection of the nationally critically endangered plant species Epilobium hirtogenum specifically. The centre will include outdoor and indoor educational spaces and amenities. It is envisaged that E. hirtogenum will become the icon for a unique Scott Point community identity.

Outdoor spaces take advantage of the elevation and terracing to create an outdoor classroom and terraced seating focused on the conservation area. Connections are made to wider nature trails.

Remnant posts from the prior nursery activity are retained as a memory of the past and as a homage to the land use that accidentally contributed to the survival of E. hirtogenum.

Consortium-related events will be hosted in this area. A unique event can be built around scoping the ground to provide the (managed) disturbance that E. hirtogenum requires. Credit is given to the "Epi-heroes" - students of Holmaville Point Secondary School who came up with this idea, and who have steadfastly championed this species and its survival.

FEATURES

'EPI-CENTRE'

1. Educational zone
2. Ecological space
3. Compostable toilet + conservation
4. Maintenance zone
5. Sunscreen and structure
6. Central deck
7. Terraced embankment

GENERAL

8. Retaining walls
9. Water treatment and protected Epilobium area
10. Seating Audit/Outdoor classroom
11. Retained plant nursery and deck post
12. Markets / park
13. Central drive
14. Adjacent Neighbourhood Centre Zone
15. Pathway connection to activated park edge of Neighbourhood Centre Zone
16. Adjacent Mound Main Zone
17. Pathway connection to Squadron Drive and Takapuna/Alfred Redd coastal explosion reserve

LEGEND

1. Epilobium hirtogenum habitat
2. Retaining walls utilizing recycled building materials
3. Native vegetation - trees & shrubs
4. Native vegetation - shrubs and ground covers
5. Green roofs
6. Hydro-sprayed aggregate - lime
7. Sustainably sourced timber decking
8. No fines permeable paving
9. Solar LED powered security lighting
The central avenue that runs through the site has been designed in a way to reduce traffic speed and give the road a more park-like quality, to ensure the road integrates with the park environment rather than divide it. A number of sustainable initiatives are also incorporated.

Traffic calming measures include splitting the carriageway into two one-way lanes, separated by a 6.6m wide vegetated central island and ‘pench point’ islands and intermittent rain gardens. Raised speed tables along with rough carriageway textures using segmental paving will assist in signalling to drivers that they are entering a pedestrian and cyclist prioritised environment.

Intermittent rain gardens break up extents of on-street parallel parking as well as treat stormwater runoff.
CROSS SECTIONS

This sectional elevation depicts the centrality of the multi-use hub and its connections to surrounding activities. The building takes advantage of the existing embankment to create a split level form that offers access to the roof while providing a high relief space at the northern face. Sustainability features such as water cooling rills, green walls and roof, passive thermal control and water capture in underground tanks are all features of this green star building.

The central place connecting the multi-use building and the covered courts has the character of a forest setting within which the buildings are set, providing both environmental and biophilic human-nature benefits.

The covered courts harness solar energy, have green walls and passive thermal control.

Section A | Multi-purpose Hub with Covered Courts

Section B | 'Epi Centre'
CROSS SECTIONS

Section C | The Heart

Section D | Spine Path

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SUSTAINABILITY FEATURES OF THE MASTERPLAN

Scott Point Sustainable Park will be the cherished heart of Scott Point, a place that builds community, creates a place of wellbeing and restores the uniqueness and beauty of the natural environment by:

- Recognising cultural values through the restoration of the mauri/wellbeing of the environment and portrayal of the stories of the people
- Establishing an integrated park that provides for active and informal recreation
- Connecting people with the natural environment and the wider landscape
- Investing and celebrating the distinctive character and Heritage of Scott Point
- Promoting community health and providing a safe place for gathering, interaction and enjoyment.

Multi-purpose hub
The central node for telling the Scott Point Sustainability story. A community facility for sporting and non-sporting events.

Heart of the park
The lookout platform atop the eastern embankment will celebrate Māori heritage through bespoke cultural design and interpretation. Identified by mana whānau as a key location within the park, the platform will afford views over the informal recreation ‘green’ and stream corridor that connects to Tahungaramu (Nimrod Inlet) and the Waitemata. A renewable energy sculpture will create a hallmark feature for the sustainable park.

Active and informal recreation provision
The Sustainable Park will bring both the Scott Point community and visitors together through organised sport, informal games, events / activations and picnicking. Recreation provision also promotes community health and wellbeing.

Feature bridge
The design will celebrate Māori heritage through bespoke cultural design and interpretation. Tree locations and species within the informal recreation ‘green’ and conservation area will be positioned to ensure a visual connection between the lookout, feature bridge and harbour beyond.

Tikaro / Play Trail
A destination play space / neighbourhood play space and nature play trail will provide a network of spaces that will promote interaction, developmental skills and health and wellbeing within the youngest members of the community.

Skate park / BMX pump track plate
Skate park and BMX pump track equipment will be provided in modular form to provide a flexible space for youth and the young at heart. Situated close to the steet edge for crime prevention through environmental design (CPTED).

The ‘Epi-Centre’
A community centre for the advocacy of conservation generally and the protection of the highly threatened species Epilobium hirtigenum specifically. The centre will include outdoor and indoor educational spaces, and amenities. It is envisaged that E. hirtigenum will become the iconic symbol for a unique Scott Point community identity.

Community orchard and cultural planting
Edible and cultural plantings, as suggested by the community and mana whenua, includes a fruit and nut tree orchard and pa haraokite (flax cultivation) area.

Marker posts and pole
Reminant horticultural nursery windbreak posts will provide markers throughout the landscape (in a similar manner to Hobsonville Point), with the opportunity for integration with cultural markers and interpretation.

East-west spine path
Provides a journey through the park, connecting the key spaces and offering interaction points and story telling opportunities along its length.
Scott Point Sustainable Sports Park

Using Resources

Scott Point Sustainable Park will embrace sustainable technologies to promote renewable energy and minimise carbon emissions.

Renewable energy sources such as solar panels, wind turbines and kinetic energy will be fed into the energy supply for the function of the park. Provision for sustainable transportation, from and around the site such as public transport, electric vehicles and e-bikes, has been included.

Sports fields require a lot of water. As such, best practices and innovative products for stormwater capture, treatment and reuse will minimise maintenance and use of potable water for irrigation.

The reuse of materials that exist on-site, and specification of new materials with lower embodied energy, are also proposed.

- Stormwater capture, storage and reuse
  Stormwater capture from sports fields, and impermeable surfaces such as roof tops will be cleaned, stored and reused to irrigate turf and planted areas. Implementation of BlueGreen, under-pitch water storage and watering technology to passively irrigate the sports field.

- Solar panels
  Solar panels on roof tops will assist in self-sustaining power supply of the Covered Courts, Epi-Centre and other park services.

- E-bike and e-vehicles provision
  E-bikes and electric vehicle charging stations will be located in strategic locations around the park. An e-bike hire concession within the Covered Courts building will facilitate navigation of the park and Sustainability Trail (see Innovation page) by e-bike.

- Permeable segmental paving
  The use of modular paving units will allow paving extents to be lifted and reused for future renewal projects.

- Solar powered LED lighting
  LED lights will be used for illuminating sports fields, and wind and solar energy light will be used for park amenity lighting.

- Hoggin pathways
  Hoggin (a compacted mixture of aggregate, lime and cement) will provide the predominant material for the pathway network. The material is permeable and contains significantly less cement content than concrete, and therefore has less embodied energy.

- Permeable paving
  Where hoggin is not feasible and hard paving is required such as sloped pathways, no-fines permeable concrete will allow for the natural percolation of stormwater into the water table. Should permeable paving also be inappropriate, runoff from impermeable surfaces will be filtered using rain gardens or vegetated swales before being utilised or discharged into stormwater infrastructure.

- Composting Toilets

Green roofs, rain gardens and vegetated swales
Vegetated stormwater devices will cleanse runoff, negate the need for irrigation and also provide benefits with stormwater retention, evapotranspiration, habitat creation, increased biodiversity, and cooling functions.

- Passive cooling of buildings
  Measures such as water fins adjacent to buildings will cool warm summer air before entering buildings, reducing the need for air conditioning.

- Skate park and BMX pump track
  Proprietary modular skate park and BMX pump track equipment will allow the spaces to be modified to create new courses, and potentially swapped with other sites around Auckland for greater diversity.

- Partially re-use inert waste
  Retaining and ‘upcycling’ existing site features such as the horticultural nursery windbreak posts will provide for historical and cultural features.

- Recycling building materials
  Utilising materials salvaged from the site, as well as recycling building materials salvaged from other building sites will reduce the carbon footprint associated with new building materials.
Construction industry waste makes up a significant proportion of what goes to landfill. As such, ways to reduce construction waste in the creation of Scott Point Sustainable Sports Park include the efficient spatial layout of fields to work with the existing landform and mitigate the need for earthworks and re-using materials that exist materials on site. This not only reduces waste being deposited elsewhere, the carbon emissions from moving the waste, but also reduces the need for new materials and their associated embodied energy.

Early contractor engagement will also enable the implementation of waste reducing initiatives and energy efficient construction techniques.

Energy efficient lighting and minimisation of light pollution will also be embraced.

### EMISSIONS, POLLUTION AND WASTE

**Earthworks**
A balance of cut and fill earthworks to minimise import or removal of material and associated energy consumption has been achieved by locating large format land-uses on flatter areas of the site and smaller activities on slopes.

**Contaminated soil**
Contaminated soil concentrated on the existing steel fabrication premises on the site is proposed to be buried on site or removed to an approved disposal site.

**Stormwater capture, storage and reuse**
Stormwater capture from sports fields, and impermeable surfaces such as roof tops will be cleansed, stored and reused to irrigate turf and planted areas.

**Minimise impervious surfaces**
Non-fines permeable concrete and permeable segmental pavers are proposed where hard paving is required.

**Green roofs, rain gardens and swales**
Vegetated stormwater devices will not only cleanse runoff, negate the need for irrigation and also assist with evapotranspiration transfer of water from soil and other surfaces into the atmosphere by plants.

**Partially re-use inert waste**
Retaining and 'upcycling' existing site features such as the horticultural nursery windbreak posts will provide for historical and cultural features.

**Recycling building materials**
Utilising materials salvaged from the site, as well as recycling building materials salvaged from other building sites will reduce the carbon footprint associated with new building materials.

**Avoiding flooding - active recreation areas**
Active recreation areas have been proposed largely on the upper plateau of the site, avoiding flood prone areas. Sufficient long and cross falls, as well as stormwater devices such as rain gardens have been proposed adjacent to format areas.

**Controlling flooding - informal recreation areas**
Informal areas will have less hard paved areas or permeable paving materials. Low impact stormwater devices such as vegetated swales have been proposed around and between informal areas, and overland flow paths will remain largely unimproved.

**Enhancement of topsoil productivity**
Topsoil productivity in informal areas will be enhanced with the accumulation of organic matter within planted areas. It is anticipated that composting will be a key part of the park's ongoing maintenance.

**Reducing ongoing carbon emissions**
Off-street car parking numbers are close to the minimum required to promote travelling to the park by more sustainable means. A network of paths for non-motorised pedestrain and cycle movement connects all parts of the site. Charge stations for e-bikes and e-vehicles and bus shelters along the proposed and future public transport routes will be provided.

**Carbon sequestration**
7.6 hectares of the 16.4 ha site will be revegetated, resulting in atmospheric carbon dioxide being stored long-term of 40% of the park.
The development of the park represents a significant opportunity to restore the natural forest ecosystem. In time, the land will be transformed from its current degraded condition, which has resulted from successive agricultural practices, to a thriving living system supporting many sustainability outcomes including:

- Reinstatement of the cultural landscape
- Enhanced local endemism
- Increased native biodiversity
- Carbon sequestration
- Water capture, retention and polishing
- Air cooling

Furthermore, an environment of beauty and wonder will evolve as natural systems come back to life, supporting human health and wellbeing.

Some key ecological initiatives include:

- Protection of the nationally critically endangered plant species, *Epipodium histramum*
- Restoration of coastal forest ecosystem in large tracts throughout the park - mostly in the conservation area
- Predominant use of native species with limited areas of edibles and food gardens hosting exotic species
- Linkages to the north west wild link native fauna corridor
- Contribution to Auckland’s urban forest initiative and potential carbon credit gains

**Use of native species**

A native coastal forest ecosystem will be established throughout the site, principally in the conservation area to the southeast. Predominant use of native species for park specimen trees and planting areas.

**Protection of *Epipodium histramum***

Measures to educate the public, protect the habitat and raise awareness and advocacy for *Epipodium histramum* include interpretive signage, delineation of habitat areas and creating the community ‘Eco-Centre’. It is envisaged that *Epipodium histramum* will become the icon for the identity of Scott Point.

**Restoration of Ōnawe Stream and Inlet**

Riparian planting to filter runoff and create shade over the stream corridor to enhance the fauna and ecological value of the stream corridor and upper inlet.

**Improve ecological value**

Environmental enhancement through retention and protection of existing native vegetation from damage during construction, and planting native eco-
To create a truly sustainable park, lateral thinking that differs from standard design and construction processes is required.

Scott Point Sustainable Park will embrace sustainable technologies such as renewable kinetic energy and provision for electric vehicles and bikes.

The unique conditions that the critically endangered species Epilobium hirtagnum thrives in requires an equally unique response: managed disturbance through community ‘earth-scaping’ days.

Sports fields require a lot of water. As such, best practices and innovative products for stormwater capture, treatment and reuse will minimize maintenance and use of potable water for irrigation.

A sustainability trail made up of a network of educational spaces will help tell the Scott Point Sustainable Park story.

Sustainability trail
A mapped route around the park with a number of learning ‘nodes’ to educate visitors about the sustainability story of Scott Point Sustainable Park. It’s design measures, technologies and wet and community commitment. The route can be navigated using non-motorised movement including electric bikes to connect people with the sustainability message.

Protect and enhance Epilobium species
Measures to educate the public, protect the habitat and raise awareness and advocacy for Epilobium hirtagnum include interpretive signage, delineation of habitat areas and creating the community ‘Epi-Centre’. It is envisaged that Epilobium hirtagnum will become the icon for the identity of Scott Point.

Community ‘scraping’ days
Epilobium hirtagnum is a colonising species that thrives following a disturbance to the land. Annual community ‘scraping’ events will be a community building ritual that will promote the Epilobium habitat.

Landmark energy-generating sculpture
An energy-capturing sculpture will create a hallmark feature for the sustainable park.

Kinetic energy generation
Energy generation through movement, human activated movement such as high-jump kinetic power and dynamics attached to cycle and play equipment will be utilised to supply the park’s energy needs, as well as potentially becoming a visitor attraction in its own right.

E-bike and e-vehicles charging stations
E-vehicle charging stations will be provided in strategic locations around the park and along the Sustainability Trail. An e-bike hire concession within the hub will facilitate navigation of the park by e-bike.

Use of Airite paint
Airite paint purifies air with a technology based on the photocatalytic oxidation effect of titanium dioxide (TiO2), which is activated by light.

Hybrid sports turf
An optimum selection of natural and synthetic turf ensures enduring pitches with lower levels of maintenance required.

Augmented Virtual play and events
Mobile device applications (Apps) can be applied to the site to promote play and activations, creating another realm of interaction with the park with minimal material infrastructure and maintenance required.

Stormwater capture, storage and reuse
Stormwater capture from sports fields, and impervious surfaces such as roof tops will be cleansed, stored and reused to irrigate turf and planted areas. Implementation of ‘Green’ underground water storage andwick technology utilised to passively irrigate sports fields.

Epilobium ambassadors
Fostering community ambassadors to champion the protection of the nationally critically endangered plant species.
MANAGEMENT + GOVERNANCE

The sustainability measures and principles for Scott Point Sustainable Sports Park don't just end once it is designed and constructed.

Ongoing operational considerations, maintenance and community involvement will need to continue in a sustainable way to ensure the core sustainability principles established at the parks inception are adhered to.

The ability to adapt to change, such as climate change and sea level rise has also been considered, and will need to continue to developed throughout the life of the park.

CLIMATE CHANGE RESILIENCE MEASURES

Extreme weather events

- Impervious surfaces kept to a minimum.
- Stormwater devices such as rain gardens and vegetated swales provide capacity for stormwater retention.
- Stormwater capture and storage.
- Provision of cover from storm events.
- Infrastructure built to withstand the effects of climate change.

Drought and temperature rise:

- Reuse of captured stormwater, including Blue2Green under-pitch water storage and wicking technology utilised to passively irrigate the sports field.
- Provision of shade.
- Passive cooling measures to buildings.

Sea Level Rise:

- Vertical and horizontal sea wall to protect the sports field and community path.

CLIMATE CHANGE ADAPTATION MEASURES

Extreme weather events:

Potential to provide capacity for retention of stormwater on site (i.e. within open fields) may need to be considered on site, particularly if development within stormwater catchment progressively intensifies over time.

Drought and temperature rise:

Successional revegetation to more drought tolerant native species may be required in the long term.

Sea Level Rise:

Refer numbers 12 and 13.

- Gradual succession of plant species within the stream corridor may need to be succeeded by more saline-tolerant species to ensure ongoing coverage and ecological success.
- Ephemeral hirungi habitat may move if water table becomes gradually more saline. Ongoing monitoring essential.
CHARACTER EXEMPLAR IMAGES
PLANTING PALETTES

The majority of the following plant palettes include 90% and 10% planting mixes. 90% mixes comprise species which are most likely to thrive in the associated planting zone and build biodiversity by providing the conditions for other species that are appropriate for the ecosystem. 10% mixes are supporting species to assist with regeneration and reduce the chance for invasive species from establishing, and may be dependent on the establishment of other species.

_Epilobium hirtigerum_

Habitat

_Epilobium hirtigerum_’s natural occurrence on wetland edges may be attributed to the relatively low growing heights of native wetland species, allowing the Epilobium to receive higher levels of light. As such, a selection of wetland species are proposed for the periphery of the Epilobium areas on site.

Swales and Raingardens

Swales and raingardens have multiple functions, including treating stormwater, providing for human contact with nature and providing habitat and green corridors, particularly when paired with street trees. Stormwater treatment occurs through runoff coming into contact with the vegetation. Higher levels of sun light promotes the dense growth of grasses and sedges, providing for greater vegetation contact with stormwater. As such predominantly low growing species and tree species that allow higher sun penetration have been selected.
PLANTING PALETTES

Riparian Margins

The riparian margin palette is a combination of native species, which assist with treating stormwater, and Coastal Forest Ecosystem species (following page), which assist with creating shade over the watercourse to keep water temperatures down and contribute to the overall "green corridor". Native species are predominantly concentrated in the ‘shallow and lowland’ zones of the watercourse, while the coastal forest species will be planted in the ‘drier or higher’ parts of the stream profile.
PLANTING PALETTES

Coastal Forest Ecosystem

A selection of pioneer species from the "Broadleaf" and 'Coastal Pohutukawa' ecosystems found near Hobsonville. Reforestation of the conservation area and access points through the site will contribute to bush corridors through the site and improve ecological connectivity for bush regeneration beyond the site boundaries.

Green Roof Planting

Low growing native species tolerant of sunny, dry conditions, as well as short periods of wet, similar to hedges.

Signature Trees, Street Trees & Amenity Stands

Native specimen trees that will be used to define various character areas within the proposal.
PLANTING PAlettes

Rongoa and Pā Harakeke

Cultural Planting

Planting varieties for cultural practices of significance to mana whenua, the deities of the local community and species that were historically or are currently present on site.

Rongoa are plants with medicinal properties, Pā Harakeke is the cultivation of flax for weaving and other uses.

Edibles

Edible species include both fruit and nut trees which will provide the basis for a community orchard within the park.

Heritage

Heritage trees include species which have been identified as being present in the area from historical documents, as well as present day native species that have been identified on site.

Other Amenity Planting

A selection of hardy native species for amenity planting areas, with the inclusion of other rare NZ plants such as Rākau Pounamu, Native Spurge and Sylcomastix.

DRAFT FOR DISCUSSION PURPOSES ONLY - NOT FOR EXTERNAL DISTRIBUTION
Scott Point Sustainable Sports Park | Draft Masterplan Report

The following text are summaries of the technical reports that informed the design process and resultant Masterplan.

**GEOTECHNICAL:**

Preliminary Geotechnical Appraisal report, October 2016, Opus, 2726383, 1-C1514.00

A preliminary geotechnical appraisal was undertaken in order to describe the engineering geological setting and conditions of the site and to identify any geotechnical constraints associated with developing the site.

The PGA assessment included a desktop review of published geology, historical reports in the area, historical photographs, a site walkover inspection and limited hand auger testing to confirm the published geology.

**THREE ZONES WERE IDENTIFIED BASED ON THE TERRAIN:**

- **Northern zone** - mostly flat low lying terrain that is prone to localised ponding of surface water. It is proposed that this area will be used as a sports field. The soils are generally stiff, which would indicate settlement will not be an issue however the grade level may need to be raised to facilitate adequate drainage.
- **Central zone** - a raised terrace that runs across the centre of the site that is elevated some 3m relative to the surrounding terrain. The slopes forming the flanks of the terrace range between 10°-20° and there are no signs of loose instability. The top surface of the terrace is generally flat. The central zone is proposed to be mainly sports fields with a carpark, driveway access and a club room. No geotechnical constraints are anticipated with the proposed works.
- **Southern zone** - the southern portion of the site is generally flat to gently sloping and is dominated by a stream channel that leads to the mined coastal inlet. It is proposed that a through road, playgrounds, commercial neighbourhood centre, wetland and dog walking area be built in this area of the site. The geotechnical constraints are low subject to geotechnical design, with the exception of the stream banks that currently have areas of dumping, based on terrain assessment banks <3m high can be 2.4m and banks between 3m and 5m should be battered to between 3.6m and 4.4m.

**ARCHAEOLOGY:**

Archaeological Assessment of Effects for Scott Point Sustainable Park, June 2017, Opus, 1-C1514.00

An archaeological assessment was undertaken to assess the potential for archaeological values to be present within the proposed works area, the potential effects of the proposed works on archaeological values, and the magnitude or significance of these effects.

No known or recorded archaeological sites were identified within the boundary of the subject property. However, due to the location of the property within a relatively unknown archaeological landscape there is potential that buried archaeological sites may exist and will be affected by the proposed works.

**RECOMMENDATIONS FOR MANAGEMENT OF ARCHAEOLOGICAL EFFECTS INCLUDE THE FOLLOWING:**

- An addendum report assessing the effect of the proposed earthworks against the archaeological values should be completed once the final design and earthworks details become available.
- A pre-application meeting should be arranged with the Heritage New Zealand Pouhere Taonga Regional Archaeologist (as per ENUI guidelines for applicants) to discuss the archaeological component of the project and to confirm legal archaeological requirements for the subject property.
- An archaeological authority application to Heritage New Zealand Pouhere Taonga should be made for a general Archaeological Authority, as per the direction of the Heritage New Zealand Pouhere Taonga Regional Archaeologist.
- An Archaeological Management Plan should be prepared to accompany the Archaeological Authority application.
- Consultation should be undertaken with tangata whenua in regards to archaeological authority applications to Heritage New Zealand Pouhere Taonga.

**INFRASTRUCTURE:**

Infrastructure Assessment Report, February 2017, Opus, 1-C1514.00

An infrastructure assessment was carried out which reviewed the facilities and new service connections that would be likely required for the development and highlighted constraints impacting the development. Elements considered included water supply, wastewater disposal, stormwater drainage, power supply, telecommunications, and geotechnical advice and land contamination.

Details on the conclusions and recommendations can be found in the referenced report.
Attachment A

Item 15

Scott Point Sustainable Sports Park (Draft Masterplan Report)

ECOLOGICAL
- An opportunity exists to restore the Epilobium area with native sedges and herbs that are conducive to its ongoing survival. Signs could be erected that inform the public about the threat status of Epilobium and actions that are being taken.

TRAFFIC
- An onsite parking space is provided with between 121 (with 4 accessible spaces) – 166 spaces (with 5 accessible spaces).

ECOLOGICAL
- The western area contains relatively minimal ecological values, providing habitat for common native and introduced birds and potentially native copper skink. Threatened pied stil and ornate skink may also be utilising the pasture area.

ECOLOGICAL
- Another opportunity exists to restore the riparian margin around the permanent stream with native plants. The new planted area could be connected to the intertidal mangrove area of Nimrod Inlet and linked to any future coastal walkway that may be constructed.

Legend:
- Site boundary
- Epilobium management area
- 3m footpath
- Proposed road
- Open grass
- Sports fields
- Changing/shower room (future club room)
- Future commercial use
- Boundary fence

TO BE UPDATED WITH CURRENT MASTERRPLAN
ECOLOGICAL OPPORTUNITIES AND CONSTRAINTS

February 2017, Opus, 1-C1514-00

A preliminary ecological assessment looked to identify high level ecological values within the site and any connectivity that existed with the surrounding landscape, with the intention to take advantage of the key ecological opportunities.

THE ASSESSMENT IDENTIFIED THAT:

- The site can be divided into two separate ecological areas – west/east.
- The western area contains relatively minimal ecological values, providing habitat for common native and introduced birds and potentially native copper sink. Threatened predator and ornate skink may also be utilising the pasture area.
- Ecological values of the eastern section of the site are higher due to the presence of the highly threatened plant Eupatorium integrifolium. A permanent stream with moderate ecological values is present within the eastern area.
- An opportunity exists to restore the Eupatorium area with native sedges and herbs that are conducive to its ongoing survival. Signs could be erected that inform the public about the threat status of Eupatorium and actions that are being taken.
- Another opportunity exists to restore the riparian margin around the permanent stream with native plants. The new planted area could be connected to the intertidal mangrove area of Nairori Inlet and linked to any future coastal walkway that may be constructed.

RECOMMENDATIONS INCLUDE:

- An ecological assessment of effects should be produced to support the consent application;
- Lizard management should occur during construction;
- Eupatorium management should be incorporated into any future development.

TRAFFIC

Traffic Impact Assessment

February 2017, Opus, 1-C1514-00/TRAFF

A Traffic Impact Assessment was prepared to address the impact of the development on the surrounding road network and focused on:

- The assessment of trip generation of the development and the impact on parking and public transport demand on the reserve during the peak Saturday period.
- Assessment of the on-site transport infrastructure against relevant planning rules, including parking, loading, walking and cycling facilities and access.

RECOMMENDATIONS INCLUDE:

- An onsite parking space is provided with between 121 (with 4 accessible spaces) – 186 spaces (with 5 accessible spaces).
- The car park should be placed close to Squadron Drive extension to minimise motorists’ traffic through the site, and close to the clubrooms for ease of access. The car park should be built to dimensions given in the Unitary Plan.
- Access to the site should be developed with either a two-way single access point or a one-way system with entry to the east and exit to the west.
PLANNING:

Preliminary Planning Assessment,
November 2016, Opus, I-C1514-00

A preliminary planning assessment was prepared in order
to determine the likely resource consent requirements
associated with the development. The report included
an assessment of the project against the relevant
planning legislation, which included:

- Requirements of the Resource Management Act
  (RMA);
- Proposed Auckland Unitary Plan Decision Version
  (PAUP DV); and
- the (National Environmental Standard for
  Assessing and Managing Contaminants in Soil to
  Protect Human Health) Regulations 2011 (NES Soi).

The assessment identified that the proposed
development will require resource consent for a
Discretionary Activity under the PAUP DV. Consent
may also be required under the NES Soi as either a
Controlled or Discretionary Activity following further
investigation.

RECOMMENDATIONS INCLUDED:

- Engage engineering specialists identified in Table
  2-2 to support the preparation of an AFE.
- Engage a contaminated land specialist to
determine if there is a risk of contamination or a risk of
historical activities contaminating the site.
- Engage in consultation with the landowners
  and stakeholders identified in Table 3-1 as soon as
  practicable.
- Engage iwi to determine if a cultural value
  assessments would be required.

CONTAMINATION:

Detailed Site Investigation for Land Contamination,
March 2017, OPUS, GS 17/008

A detailed contamination assessment was undertaken
involving intrusive sampling, testing, and analyses of
results in terms of statutory requirements and landfill
acceptance criteria. An earlier preliminary site
investigation (October 2016, GS16/659) determined
that HALL activities had occurred on the proposed
development area and these activities had the potential
to cause ground contamination.

The testing determined that:

- All soils within the proposed development area,
down to a depth of 0.5m below ground level are of
  managed fill quality. Managed fill soils may be reused
  on-site or disposed of to a managed fill site
- All soils within the proposed development area,
down to a depth of 0.5m (below 0.8m around stainless
  steel workshop) are of cleanfill quality. Cleanfill soils may
  remain in place, be re-used or disposed of to a cleanfill
  site.
- Soils down to a depth of 0.8m below ground
  level around the stainless steel workshop exceeded the
  nickel PA limits for environmental discharge under the
  Auckland Unitary plan and as result, may be left in place
  or disposed of to a managed fill site, but cannot be
  re-used.

RECOMMENDATIONS INCLUDED:

- Detailed design is required in order to assess
  whether the disturbance of soils within the site is a
  Permitted Activity or a Controlled Activity under the AUP.
- Testing and monitoring of groundwater, overland
  stormwater flow from a stormwater drain and surface
  water within Numrod Inlet Creek to be undertaken.

STAKEHOLDER ENGAGEMENT:

Iwi, Stakeholder and Community Engagement
Strategy and Communications Plan,
May 2017, OPUS,

The purpose of the stakeholder and community
engagement and communication plan was to ensure
that those who have a direct or indirect interest in
the future park were part of the decision-making process. To
achieve this, stakeholders were engaged at key points
throughout the process to ensure that their needs and
aspirations were considered and, where possible, can
influenced the design of the park.

The Plan:

- Provides a project overview
- Sets out the framework for engagement
- Sets out the scope of the decision making
  including what is negotiable and non-negotiable
- Details the purpose and objectives of the
  engagement and defines the tools and activities in
  conducting the consultation
- Identifies broadly the parties to be involved in
  the consultation and identifies the tools and activities
  proposed in conducting the consultation; and
- Identifies the tools and activities proposed in
  conducting the consultation.
EPILOBIUM REPORT:
The Epi Eco Park - The Objectives, Management Needs & Outstanding Opportunities,
September 2017, OPUS.

Epiobium nitidum is a nationally critical, threatened species. While there are other ecological objectives for the new park at Robinville, both habitat and ecosystem service related, the presence and threat status of E. nitidum means there is one outstanding objective, that if not met, means New Zealand risks losing another species to extinction.

Design requirements:
- Site maps need to identify all suitable E. nitidum habitats, and ...
- Retain all habitat areas that can host the E. nitidum colonies meta population, whether or not they currently have E. nitidum growing in them
- Access for machinery (and other active management) to allow rotational scraping of the soil surface
- Promote design features that can be undertaken without reducing the height of the water table, and explicitly require implementation works to be undertaken in a way that complies with this requirement
- Seek to engage the community in designing the park, and ...
- Include design features that help build engagement with the park and E. nitidum as its point of difference

RELATED DESIGN SUGGESTIONS:
- Identify sites for ecological restoration that neighbour E. nitidum sites to create ecological sequences. It is suggested that these sites be restored to coastal forest ecosystem.
Upper Harbour Open Space Network Plan - key moves

File No.: CP2017/25754

Purpose
1. To adopt the key moves for the development of the Upper Harbour Open Space Network Plan.

Executive summary
2. An open space network plan is being prepared for the Upper Harbour Local Board area. This plan will set out key moves for the development of open space over the next 10 years.
3. The local board and mana whenua have been engaged to develop key moves that will guide the development of the network plan.
4. The network plan key moves focus on improving the quality of, and access to, open space. They will help inform a set of actions which will be prioritised to assist local board decisions.
5. These actions respond to the current open space needs and the growth anticipated in the Upper Harbour area.

Recommendation
That the Upper Harbour Local Board:
a) approve the following key moves to guide the development of the Upper Harbour Open Space Network Plan:
   i. growth – responding to our growing community
   ii. recreation – providing a range of play opportunities
   iii. connections – developing connections for the community
   iv. healthy environment – improving water and biodiversity quality.

Comments
Background
6. An open space network plan is being prepared for the Upper Harbour Local Board area.
7. This plan is being prepared to inform local board decision-making and expenditure across the park network as the area grows and changes over time. It is expected that the open space network plan will be completed by the end of April 2018.
8. The open space network plan will set out key moves for the development of open space over the next 10 years. The key moves respond to the current open space provision, the growth anticipated in the Upper Harbour area, as well as demographic changes and patterns of usage.
9. Staff have researched growth projections, demographic data and the current state of open space in the Upper Harbour area.

The local community
10. Upper Harbour had 53,670 residents in the 2013 census. Nearly half (44 per cent) of local residents were born overseas, and of that group, 42 per cent have been in New Zealand for less than 10 years. The largest groups were from the United Kingdom and China, with smaller groups from Korea and South Africa.

11. There are a relatively high proportion of people 40 to 54 years of age compared to those in Auckland as a whole (24 per cent compared with 21.5 per cent).

12. In 2013, the number of usual residents aged 65 years of age and over was 5613, up 50 per cent since 2006. The proportion of this age group is on the rise due to declining birth rates and increased longevity.

13. The ethnic composition of the local board area is:
   - 2 per cent identify as Pacific Islanders
   - 5 per cent identify as Māori
   - 29 per cent identify as Asian
   - 66 per cent identify as New Zealand European.

### Population growth

14. Upper Harbour is a rapidly growing area that is experiencing significant change. Council growth models project that the area will grow by 41,866 people, or 15,384 households, by 2028.

15. The provisions of the Auckland Unitary Plan allow for intensification of land use for residential areas and business development in Upper Harbour. New housing development is occurring around Hobsonville, Scott Point, and Whenuapai. More intensive development of existing housing areas is expected to occur around Albany, Albany Heights, Fairview Heights, Schnapper Rock and Greenhithe.

### Current open space status

16. A combination of desk-top research, user surveys and discussions with key staff has been undertaken to understand the current state of open space in the Upper Harbour area.

17. The analysis has identified the following key points about the existing open space network:
   - the network includes 214 council-owned/managed parks
   - walking and cycling access to many parks is compromised by motorways and steep terrain
   - there is a good distribution of open space provision in the established areas of Upper Harbour, with some parks requiring further development
   - the growth areas of Hobsonville, Scott Point and Whenuapai require further open space to meet council provision guidelines
   - infrastructure projects are impacting on the use of some parks and sports codes. Those affected will need to be relocated.

18. Upper Harbour is home to assets of regional significance such as QBE Stadium (25,000 seat capacity stadium) and the AUT Millennium Institute (training facility for elite athletes). Other quality facilities include international standard softball diamonds located at Rosedale Park, and 20km of mountain bike tracks at Sanders Reserve.

### Open space provision

19. Neighbourhood parks provide basic informal recreation and social opportunities within a short walk of people’s homes.

20. In high and medium density areas, the Open Space Provision Policy target is to provide access to a neighbourhood park within a 400m or five-minute walk of every household.
21. Further land for neighbourhood parks is required in Scott Point and Whenuapai as these areas develop.

22. Suburb parks provide a variety of informal recreation and social experiences and will often accommodate organised sport facilities, such as sport fields. The Open Space Provision Policy target is to provide suburb parks within a 1000m to 1500m walk of every household.

23. There is a gap in provision for a suburb park in Hobsonville. Land for suburb parks will be required in Whenuapai as the area is developed.

**Open Space Quality**

24. Over the spring and summer of 2016/2017, the Parks and Recreation Policy Unit commissioned research to understand how people in the Upper Harbour Local Board area use and regard their local parks. The research found that 86 per cent of respondents were satisfied or very satisfied with their neighbourhood park.

25. People who visit parks in Upper Harbour enjoy a variety of activities as shown in Figure 1 below.

**Figure 1: Upper Harbour neighbourhood park preferences**

![Bar chart showing park preferences]

26. The main barriers preventing people from using parks more often include a lack of time due to other commitments, a lack of park facilities (for example playground and shade), or weather conditions.

27. The main reason for those visiting their neighbourhood park was for active pursuits and to use the playground.

28. Generally, visitors were satisfied or very satisfied with their neighbourhood park. Suggestions for improvements generally related to wanting a better playground and/or more activities, wanting better/more facilities (for example toilets, water fountains and dog waste bins), and improved park maintenance.

**Greenways**

29. The Upper Harbour Greenways Plan seeks to create a network of greenways that responds to the Upper Harbour’s unique environment by linking circulation networks that are on land...
and water. The New Zealand Transport Agency northern corridor project will contribute to implementation of cycling and walking improvements.

30. There may need to be some changes to update the document in response to growth in the local board area.

**Mana whenua**

31. Staff engaged with mana whenua in August and October. This was to inform them of the development of the open space network plan and to seek their views and values in relation to the open space network.

32. Staff will continue to engage with mana whenua on the development of the open space network plan and provide opportunities for input into the development of the plan.

**Open space network plan key moves**

33. Key moves are developed to inform and analyse the development of options in the open space network plan. They respond to the current state and anticipated growth in the area.

34. Local board priorities identified in the Upper Harbour Local Board Plan 2017 have been considered in the development of the key moves. The local board priorities are outlined in the table below:

<table>
<thead>
<tr>
<th>Upper Harbour Local Board priorities</th>
<th>What this means</th>
</tr>
</thead>
<tbody>
<tr>
<td>Empowered, engaged and connected Upper Harbour communities</td>
<td>• People living in Upper Harbour are able to influence what happens in their neighbourhoods</td>
</tr>
<tr>
<td>Efficient and effective transport links</td>
<td>• A well connected and accessible network that provides a variety of transport options</td>
</tr>
<tr>
<td>Healthy and active communities</td>
<td>• Residents have access to open space and a wide variety of sports and recreation opportunities</td>
</tr>
<tr>
<td>A thriving local economy</td>
<td>• A prosperous and innovative local economy, with job opportunities for local residents to work close to home</td>
</tr>
<tr>
<td>Our environment is valued, protected and enhanced</td>
<td>• Communities are actively engaged in enjoying, preserving and restoring the natural areas</td>
</tr>
</tbody>
</table>

35. Staff recommend four key moves which have been informed by analysis of the current state and engagement with the Local Board. These key moves are summarised in the following table:

<table>
<thead>
<tr>
<th>Key move</th>
<th>Focus areas</th>
<th>Issues to address</th>
</tr>
</thead>
</table>
| Growth – responding to our growing community | • Open space provision  
• Quality parks | The Auckland Unitary Plan provides for significant growth in the local board area. New parks will need to be acquired and some existing parks will need further development to meet the needs of the growing community. |
| Recreation – providing access to a range of recreation opportunities | • Play  
• Access to water | The Upper Harbour has diverse communities (ethnicity and age). Access to a range of recreation opportunities is important and there are improvements that can be made to the open space network to facilitate play and water activities. |
### Key move

<table>
<thead>
<tr>
<th>Connections – developing connections for the community</th>
<th>Focus areas</th>
<th>Issues to address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walking and cycling connections</td>
<td></td>
<td>Well connected, attractive and safe cycling and walking paths are a priority for the community to connect neighbourhoods. Signage could be improved. Effective signage for wayfinding, site interpretation and place names contribute to building stronger communities.</td>
</tr>
<tr>
<td>Signage</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Healthy Environment – Improving water and biodiversity quality</th>
<th>Focus areas</th>
<th>Issues to address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waterways</td>
<td></td>
<td>The Upper Harbour has large areas of significant ecological value and the community recognise that it is important that these are valued, protected and enhanced. Environmental monitoring shows that there are improvements needed. Urban development is having a damaging effect on the environment.</td>
</tr>
<tr>
<td>Ecological restoration</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Next steps

36. Staff will prepare a draft open space network plan for the Upper Harbour Local Board area using the key moves and focus areas to identify actions to improve the open space network.

37. Prioritisation principles will be developed in agreement with local board members. These will be used to prioritise the actions that will be identified to improve the open space network.

38. The draft plan will be presented to the local board at a workshop in March 2017. The final plan will be reported to the local board for adoption in April 2018.

### Consideration

**Local board views and implications**

39. Three workshops have been held with the Upper Harbour Local Board (June 2017, July 2017, and September 2017) to present the open space network plan, identify the key open space issues in the area and to develop the key moves.

### Māori impact statement

40. Improving the quality of open space will have a positive impact on all residents in the network plan area, including Māori.

41. The provision of quality parks and open spaces will facilitate Māori participation in sport and recreation.

42. Māori participation rates in sport and recreation in Auckland are slightly higher than the national average. Approximately 85 per cent of Māori participate in sport and recreation each month according to Active New Zealand Survey – Auckland Results (2013/14). This figure is relatively comparable to other ethnic groups. However, Māori are disproportionately represented among those with sedentary lifestyles, and there is a higher incidence of mortality and morbidity associated with inactivity.

### Implementation

43. The open space network plan will be implemented over the next 10 years.

44. There is no funding in the Long-term Plan 2015-2025 to implement projects in the open space network plan beyond renewal of existing assets and planned capital expenditure. Priority actions will be implemented as budget becomes available.

45. The local board is responsible for allocating funding to parks and open spaces projects.
Attachments
There are no attachments for this report.

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Wendy Rutherford - Principal Policy Analyst</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Andrew Wood - Team Leader Parks and Recreation Policy - North/West</td>
</tr>
<tr>
<td></td>
<td>Paul Marriott-Lloyd - Senior Policy Manager</td>
</tr>
<tr>
<td></td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Auckland Council’s Quarterly Performance Report: Upper Harbour Local Board for quarter two, 1 October - 31 December 2017

File No.: CP2018/00540

Te take mō te pūrongo / Purpose of the report
1. To provide the Upper Harbour Local Board with an integrated quarterly performance report for quarter two, 1 October - 31 December 2017.

Whakarāpopototanga matua / Executive summary
2. This report includes financial performance, progress against local board key performance indicators, progress against work programmes, key challenges the board should be aware of and any risks to delivery against the 2017/2018 work programme.
3. Of significance this quarter is the Albany Stadium Pool, which has experienced a good start to the year and are on track to achieve the business plan key performance indicators (KPIs). Patronage for the quarter has been steady with aquatic visits of approximately 25,000 per month, and an increase in fitness visits. Areas performing well include Learn-To-Swim, which has increased to 950 in Term 3. Memberships have also grown to 1400 from just over 300 when the facility first opened.
4. The snapshot (Attachment A), indicates performance against the agreed 2017/2018 work programmes is tracking positively.
5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery (Attachment B). Most activities are reported with a status of green (on track) or amber (some risk or issues, which are being managed). The following activities are reported with a status of red (behind delivery, significant risk):
   - Albany Village Library – interior refurbish - project cancelled
   - Community house development (Hobsonville Point) – this project merged with Hobsonville Headquarters
   - Attwood and Rame Esplanade - remove coastal assets – this project has been cancelled
   - Landing Reserve - renew boat ramp and seawall – this project has been cancelled
   - Waimarie Beach - renew seawall – this project has been cancelled
   - RNZ Plunket Society, Albany – multi-purpose lease (project ID # 1804) - this is a duplicate entry.
6. The overall financial performance for quarter two 2017/2018 is favourable compared to the budget. There are some points for the board to note:
   - the underspend in operating expenditure is mainly due to projects in asset-based services
   - there was an expectation of budget variances under the new Project 17 full facility maintenance contracts, until baselines at local board level are established at the end of this financial year.
7. The KPIs show a trend of delivery that is meeting the indicators, with the exceptions being; the park, sports and recreation, and community services activity areas. These are explained further in detail in the report.
8. This report also includes an update on locally driven initiatives capital expenditure (LDI capex) projects. One such project was the installation of a 3-on-3 basketball court in Unsworth Reserve. However, once designs were presented to the local board at a workshop on 2 November 2017, the local board requested additional scoping be done to upgrade the basketball court from a 3-on-3 basketball court to a half-court.

9. The installation of a half-court basketball court has additional cost implications. The local board is requested to consider allocating an additional amount of $45,000 towards this project, in order for its completion and for the half-court to meet the International Basketball Federation (FIBA) standard.

10. The local board has, through resolution numbers UH/2015/211 and UH/2017/100, already allocated $40,000 from its LDI capex budget towards the installation of a 3-on-3 basketball court. There is however, a shortfall of $45,000 for the installation of a half-court basketball court and would require additional funding. The total cost of the project will amount to $85,000. The current balance of the local board LDI capex budget is $629,000 and allows for the allocation of an additional $45,000.

Ngā tūtohunga / Recommendation/s

That the Upper Harbour Local Board:

a) receive the performance report for the financial quarter ending 31 December 2017.

b) allocate $45,000 from its locally driven initiatives capital expenditure budget towards the installation of an International Basketball Federation (FIBA) standard basketball half-court at Unsworth Reserve.

c) approve delegated authority to the Chairperson and Deputy Chairperson to allocate up to $15,000 locally driven initiatives capital expenditure as contingency funding to cover any unexpected overruns encountered during construction.

Horopaki / Context

11. The Upper Harbour Local Board has an approved 2017/2018 work programme for the following operating departments:

- Arts, Community and Events; approved on 18 May 2017
- Parks, Sport and Recreation; approved on 18 May 2017
- Libraries and Information; approved on 15 June 2017
- Community Facilities: Build Maintain Renew; approved on 15 June 2017
- Community Leases; approved on 18 May 2017
- Infrastructure and Environmental Services; approved on 18 May 2017
- Local Economic Development; approved on 15 June 2017.

12. The work programmes are aligned to the 2014 Upper Harbour Local Board Plan.

Tātaritanga me ngā tohutohu / Analysis and advice

Key performance indicators

13. The local board agreements include level of service statements and associated performance measures to guide and monitor the delivery of local services. This report provides...
information on the performance measure year-end outlook for Upper Harbour Local Board’s measures, showing how we are tracking as at the second quarter of the 2018 financial year.

14. The year-end outlook is that 30 per cent of measures will not achieve target.

15. Currently, all performance measures are being reviewed as part of the development of the 2018-2028 Long-term Plan.

16. The first and second quarter will be providing the year-end outlook based on the results of 2016/2017, or any changes to the outlook based on results available. The third quarter will be better placed to accurately project the year-end outlook for all measures. This is because the data for the performance measures is collected annually through surveys.

17. Please reference Attachment D for further details relating to the KPIs.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views

18. This report informs the Upper Harbour Local Board of the performance for the quarter ending 31 December 2017.

Tauākī whakaaweawe Māori / Māori impact statement

19. All Māori within the Upper Harbour Local Board area are able to participate in and have access to all projects and initiatives covered in this report.

Financial performance

20. The Upper Harbour Local Board has invested $2.3m in capital expenditure and $4.9m in net operating expenditure, for the year to date at 31 December 2017.

21. Net cost of service is $15,000 behind budget for the year. The underspend in asset-based services expenditure of $274,000 is related to projects in the Parks, Sports and Recreation activity.

22. From the local board’s LDI funding, most projects are underway and on track to be completed during the year. In the first six months, the board allocated $65,000 from their community grants fund and has $91,000 remaining to allocate for the remainder of the financial year.

23. Revenue is slightly behind budget for the year to date and relates to the Albany Stadium Pool.

24. Most of the capital investment to date for this financial year has occurred in the Community Services activity ($1m), with $800,000 spent in the Planning and Development activity.

25. There have been no major risks to the delivery of projects identified to 31 December 2017. Attachment C contains further detailed financial information.

Ngā ritenga ā-pūtea / Financial implications

26. The local board approved the installation of a 3-on-3 basketball court in Unsworth Reserve in response to requests received from residents. Designs were presented to the local board at a workshop on 2 November 2017. At the workshop, the local board requested additional scoping and cost analysis be done to upgrade the basketball court from a 3-on-3 basketball court, to a half-court.

27. The installation of a half-court basketball court has additional cost implications. The local board is requested to consider allocating an additional amount of $45,000 towards this project for its completion, and for the half-court to meet the International Basketball Federation (FIBA) standard.
28. The local board has, through resolution numbers UH/2015/211 and UH/2017/100, already allocated $40,000 from its LDI capex budget towards the installation of a 3-on-3 basketball court. There is however, a shortfall of $45,000 for the installation of a half-court basketball court and it requires additional funding. The total cost of the project will amount to $85,000. The current balance of the local board LDI capex budget is $629,000, which allows for the allocation of an additional $45,000. Attached to this report (Attachment E) is the design of the FIBA standard basketball court.

Ngā raru tūpono / Risks
29. The following risks have been identified by operating departments where the progress and performance indicator has been reported as red – significantly behind budget / time or achievement of outcomes:

- Albany Village Library – interior refurbish – project cancelled. Minor maintenance work was completed by the operations team, hence the renewal is no longer required.
- Community house development (Hobsonville Point) – this project was merged with Hobsonville Headquarters redevelopment, exterior landscaping and car park construction (refer to SharePoint ID 3012 for an update / commentary).
- Attwood and Rame Esplanade – remove coastal assets – this project has been cancelled and is bundled into Christmas Beach, the Landing Reserve and Waimarie Beach seawall renewal.
- Landing Reserve – renew boat ramp and seawall – this project has been cancelled and is bundled up into Christmas Beach, the Landing Reserve and Waimarie Beach seawall renewal.
- Waimarie Beach – renew seawall – this project has been cancelled and is bundled up into Christmas Beach, the Landing Reserve and Waimarie Beach seawall renewal.
- RNZ Plunket Society, Albany – multi-purpose lease (project ID # 1804) – this is a duplicate entry (refer to project ID # 1450).

Ngā koringa ā-muri / Next steps
30. The Upper Harbour Local Board will receive the next performance update following the end of Quarter 3, March 2018.

Ngā tāpirihanga / Attachments

<table>
<thead>
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<th>No.</th>
<th>Title</th>
<th>Page</th>
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<td>C</td>
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<td>D</td>
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<tr>
<td>E</td>
<td>FIBA standard basketball court design</td>
<td>217</td>
</tr>
</tbody>
</table>

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Karen Marais - Senior Local Board Advisor Upper Harbour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>

Auckland Council’s Quarterly Performance Report: Upper Harbour Local Board for quarter two, 1 October - 31 December 2017
Local Board Work Programme Snapshot 2017/2018 Q2

Upper Harbour Work Programme Achievement

- Red: 6.6% (indicates significant issues)
- Amber: 5.5% (warning: some risk or issues, being managed)
- Green: 90.89% (on track)

Upper Harbour Work Programme by Activity Status

- Parks, Sport and Recreation
- Local Economic Development: ATEED
- Libraries
- Infrastructure and Environmental Services
- Community Facilities: Community Leases
- Community Facilities: Build Maintain Renew
- Arts, Community and Events

Upper Harbour Work Programme Activities by Outcome

- A well-connected and accessible Upper Harbour
- An expansive business environment
- A protected natural environment
- A healthy, active community that values its sport and recreation facilities
- An attractive built environment
### Work Programme 2017/2018 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group or COO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeline</th>
<th>Budget Allocation</th>
<th>FY17/18</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>187</td>
<td>CS/AE: Community Empowerment</td>
<td>Community grants (UHB)</td>
<td>Funding to support local community groups through contestable grant funding</td>
<td>Q1/Q2/Q3/Q4</td>
<td>LD</td>
<td>$155,000</td>
<td>In progress</td>
<td>Green</td>
<td>Upper Harbour Local Board approved $600 to Helpston Village Trust out of round (30/10/2017). The $600 was transferred to UHB. There were no grant rounds completed in Q1. Remaining budget $154,405.</td>
<td></td>
</tr>
<tr>
<td>602</td>
<td>CS/AE: Community Empowerment</td>
<td>Community-led placemaking: Albany CoCo Inc Programme</td>
<td>Fund Albany CoCo Inc to: • deliver a range of neighbourhood-based, community-wide programmes, events and activities; • partner with, and assist residents to support greater understanding about areas of historic and cultural importance; • engage local community to help shape plans and policies so they reflect community aspirations.</td>
<td>Q1/Q2/Q3/Q4</td>
<td>LD</td>
<td>$60,000</td>
<td>In progress</td>
<td>Green</td>
<td>Throughout Q2 the Albany CoCo Inc has not had a full-time co-ordinator in the role, and staff changed again. Staff are working with the agreed contractor to assist with 201/2017 and mid-year reporting and developing a schedule of work for 2017/2018.</td>
<td></td>
</tr>
<tr>
<td>803</td>
<td>CS/AE: Community Empowerment</td>
<td>Community-led placemaking: Greenhithe Community Trust programme</td>
<td>Fund Greenhithe Community Trust to: • deliver a range of neighbourhood-based, community-wide programmes, events and activities; • partner with, and assist residents to support greater understanding about areas of historic and cultural importance; • engage local community to help shape plans and policies so they reflect community aspirations.</td>
<td>Q1/Q2/Q3/Q4</td>
<td>LD</td>
<td>$40,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff are working with Greenhithe Community Trust to finalise a work schedule for 2017/2018. The funding agreement will be completed in Q2.</td>
<td></td>
</tr>
<tr>
<td>604</td>
<td>CS/AE: Community Empowerment</td>
<td>Community led placemaking: Whenuapai</td>
<td>Facilitate and broker opportunities for the local community to: • organise, plan, and effectively contribute to the proposed development of their local area, as outlined in the Whenuapai Structure Plan (WSP); • support local residents with activities and initiatives identified by the community to develop momentum around local engagement, decision making and participation; • engage with mana whenua to identify Wahine and culture in Whenuapai; • increase knowledge amongst the community regarding the process of local government including how residents can engage in the process, such as through Local Board Plan consultation.</td>
<td>Q1/Q2/Q3/Q4</td>
<td>LD</td>
<td>$8,000</td>
<td>In progress</td>
<td>Green</td>
<td>No community-led activity in this quarter. Staff continue to identify and scope opportunities to support the local community-led placemaking activities as they arise.</td>
<td></td>
</tr>
</tbody>
</table>

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1/20

Upper Harbour Local Board
<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group/Unit or COG</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeframe</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>605</td>
<td>CS: ACE: Community Empowerment</td>
<td>Community-led placemaking Hobsonville Point Community programme</td>
<td>Fund Hobsonville Point Community Trust to deliver a range of household-based, community-wide programmes, events and activities that encourage local community to build strong, resilient, and sustainable communities.</td>
<td>Q1, Q2: 02/17-04</td>
<td>LDI</td>
<td>$40,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff worked with Hobsonville Community Trust to finalize a work schedule for 2017/2018. The funding agreement will be completed in Q2.</td>
</tr>
<tr>
<td>606</td>
<td>CS: ACE: Community Empowerment</td>
<td>Community-led placemaking management of Albany House</td>
<td>Fund Albany CoCo Inc to manage Albany House: -use the facilities for programmes, events and activities -provide access for meetings, group activities, workshops, training and classes for community groups, organisations and the general public</td>
<td>Q1, Q2: 02/17-04</td>
<td>ABE</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
<td>There were some changes in the house manager's role throughout Q1. A new staff member has been appointed and will begin in Q2. The funding agreement for this role will be completed in Q2. Staff are supporting the Albany CoCo Inc committee. With the opening of the new Albany Community Hub and working through the termination of their lease arrangements at the end of the 2017/2018. The Albany CoCo Inc committee is working closely with the committee to achieve a mutually agreeable outcome.</td>
</tr>
<tr>
<td>607</td>
<td>CS: ACE: Community Empowerment</td>
<td>Increase diverse participation to successful network</td>
<td>Fund the Newcomers Network to: -identify the social, professional and recreational needs of local newcomer communities in Upper Harbour -develop a programme to meet these identified needs -engage with local lines to foster cross-cultural connection -facilitate opportunities for employment skills and social enterprise development, partnering with relevant training providers and regional organisations</td>
<td>Q1, Q2: 02/17-04</td>
<td>LDI</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff completed the funding agreement for the house managers role, the role is currently vacant. The Albany CoCo Inc committee have requested an early termination of their current lease arrangements, conditional on retaining use of the office and access to storage space. Staff are working with the committee to achieve a mutually agreeable outcome.</td>
</tr>
</tbody>
</table>

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**2/20**

Upper Harbour Local Board
### Work Programme 2017/2018 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group/Unit or CDO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>FY17/18</th>
<th>Activity Status</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>608</td>
<td>CS, ACE: Community Empowerment</td>
<td>Increase diverse participation: Age Friendly Upper Harbour</td>
<td>Engage with older people in Upper Harbour to ensure their aspirations and needs are embedded and visible in decision-making. This includes the implementation of recommendations made during the recent co-design process.</td>
<td>Q1: Q2: Q3: Q4</td>
<td>LDI: Open</td>
<td>$5,000</td>
<td>In progress</td>
<td><strong>Green</strong> Staff and project partner Age Concern Northshore analysing the Upper Harbour Age Friendly survey results. The survey was completed by 130 seniors residing in Upper Harbour, with 60 percent of participants rating their suburb good, very good and excellent, as a place to live as they age. Areas for improvement referred to are reduced loneliness, lack of socialisation for older people, lack of activities in the community, and lack of information about events in the community. Detailed report will be shared with the local board in Q2. Currently, Age Concern Northshore and local board are identifying potential projects that will improve seniors’ experience within the Upper Harbour Local Board area.</td>
<td>Staff presented the Upper Harbour Age Friendly survey results to local board. Age Concern Northshore is following up on specific requests from the survey. Results are to be used for planning future events in the community. An intergenerational forum is planned for Q2 in collaboration with the Albany Neighbours Network.</td>
</tr>
<tr>
<td>609</td>
<td>CS, ACE: Community Empowerment</td>
<td>Increase diverse participation: Support youth voice and youth initiatives</td>
<td>Partner with community organisations and set to increase participation of young people in shaping places, plans and programmes in Upper Harbour to: • support the Upper Harbour Youth Caucus (UYC) to provide youth engagement on council decision-making, and to deliver youth-led activities, in the local board area - $5,000 • progress the development of a youth recreational space - $5,000 • develop and implement youth-led initiatives and enterprise - $10,000 • facilitate youth employment initiatives and opportunities by working with community partners e.g. Sustainable Environment - $5,000</td>
<td>Q1: Q2: Q3: Q4</td>
<td>LDI: Open</td>
<td>$25,000</td>
<td>In progress</td>
<td><strong>Green</strong> Staff have been working with Youthline to negotiate the funding arrangements and expectations for 2017/2018 to enable continued support to the Upper Harbour Youth Caucus. This includes a greater focus on youth input in local board activity and on measuring impact and outcomes. The local board has funded a piloted youth-led leadership course at Albany Senior High School and will report on the outcomes of this in Q2.</td>
<td>The funding agreement with Youthline was completed. Staff provided support to the Upper Harbour Youth Caucus in its development of a local youth grant scheme. The youth caucus met in mid-December to finalise the project details. Staff are working with the Halswell Community Trust to progress community-led action in line with the recommendations of the Youth Recreation Planning Study and Strategy. Funding for this will be finalised in Q3.</td>
</tr>
<tr>
<td>606</td>
<td>CS, ACE: Community Empowerment</td>
<td>Apply the empowered communities approach – connecting communities (UiH)</td>
<td>Engage in strategic collaborative relationships and communities within the community. This includes three key activity areas: 1. Engaging communities – reaching out to less accessible and diverse groups - focusing on capacity building and inclusion. 2. Enabling council – ensuring that groups have access to operational and technical expertise and identity and address barriers to community empowerment. 3. Reporting back to local board members on progress in activity areas 1, 2.</td>
<td>Q1: Q2: Q3: Q4</td>
<td>LDI: Open</td>
<td>$ -</td>
<td>In progress</td>
<td><strong>Green</strong> Staff attended community network meetings and provided feedback, meeting contact with diverse community groups. Staff also provided information and advice to support the Halswell Community Gardens project to complete Council requirements for licence to occupy on reserve land at Buckleys Ave to finally begin garden construction, providing information and supporting the project’s development, focusing community connection between Silver Ply and the parks for repurposing of gym equipment through their community initiative with the local group. Staff also attended a community open day, proposed a local food truck food market, local facilities networking and scoping of possible community orchard on Albany Domain.</td>
<td>Staff attended relevant community network meetings, brokered connections between resources and information to support achieving community outcomes, and assisted local residents to navigate the internal council environment. Some specific examples include on-going support for the Halswell Point Community Gardens project to complete Council requirements for licence to occupy on reserve land at Buckleys Ave to finally begin garden construction, providing information and support to the project’s development, focusing community connection between Silver Ply and the parks for repurposing of gym equipment through their community initiative with the local group. Interaction with Albany Community Hub facilitator for running of community open day, proposed a local food truck food market, local facilities networking and scoping of possible community orchard on Albany Domain.</td>
</tr>
</tbody>
</table>
## Work Programme 2017/2018 Q2 Report

<table>
<thead>
<tr>
<th>Item</th>
<th>Lead Officer or CDO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>FY17/18 Activity Status</th>
<th>RAG</th>
<th>Q2 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>724</td>
<td>CS: ACE: Community Empowerment</td>
<td>Local Māori Responsiveness Action Plan (UH)</td>
<td>Work with mana whenua and mahi-a-tai to create a local responsiveness action plan which includes the following: new aspirations and priorities for Māori in the area, opportunities to work together to develop a plan for building strong relationships and sharing information with Māori.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>LTD, Opex</td>
<td>$ 5,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff continued to seek opportunities for local engagement with mana whenua. A lack of mana and achi ne maorui in the area has limited gaining traction in this work. Staff met with other key community groups supported by the local board to look at improving cultural connections across other affinity communities. This will continue in Q3.</td>
</tr>
<tr>
<td>727</td>
<td>CS: ACE: Community Empowerment</td>
<td>Community-led planning: Waterway - Spatial Priority Area</td>
<td>Engage and empower communities to ensure that they influence decision-making on a spatial priority area (SPA) planning and implementation. Strengthen community-led planning and planning initiatives within the SPA area. Develop innovative ways to engage with communities that have not traditionally participated in council decision-making.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>LTD, Opex</td>
<td>$ -</td>
<td>In progress</td>
<td>Green</td>
<td>No significant opportunities for engagement or community-led development in this quarter. Staff will continue to explore opportunities to support community-led development and engagement as housing developments progress in the Spatial Priority Area.</td>
</tr>
<tr>
<td>739</td>
<td>CS: ACE: Community Places</td>
<td>Funding Agreement: Meadowood Community House</td>
<td>A three year term agreement to Meadowood Community House to facilitate and deliver work plan outcomes, including activities and programmes at Meadowood Community House for the years 2017 - 2020, commencing 1 July 2017 and terminating on 30 June 2020.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Opex</td>
<td>$ 59,657</td>
<td>In progress</td>
<td>Green</td>
<td>During Q1 payment was made on year one of a three-year funding agreement for Meadowood Community House.</td>
</tr>
<tr>
<td>423</td>
<td>CS: ACE: Community Places</td>
<td>Venue Hire Service Delivery - UH</td>
<td>Provide and manage venues for hire and the activities and opportunities they offer by managing the customer service booking and access process aligning activity to local board priorities through management of the fees and charges framework.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Opex</td>
<td>$ -</td>
<td>In progress</td>
<td>Green</td>
<td>Staff identified the need and value of understanding hire satisfaction and experiences. Staff developed a survey on customer experience with council-managed venues which will be sent out monthly to casual and regular hires in Q2. Visitor numbers are steadily compared to last year.</td>
</tr>
<tr>
<td>ID</td>
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<tr>
<td>425</td>
<td>C4: ACE: Community Places</td>
<td>Community Venues LI: participation increase</td>
<td>Develop a network wide marketing strategy to increase participation within community venues in the Local Board area based on relevant and current research.</td>
<td>Q1/Q3/Q4</td>
<td>A88: Open</td>
<td>$ -</td>
<td>In progress</td>
<td>Green</td>
<td>Staff considered insights from research undertaken on non-users of venues for hire across the network. Key opportunities for further investigation include: Capitalise on strengths in positioning – family friendly, local and convenient, affordable – to increase the capacity and amenity of venues to meet expectations. Develop our offer and link to meet the most evident needs. - Provide various package options, improve visibility of venue activities that will enable participation. - Develop a digital solution to promote both venues and activities – Drive repeat business, share experiences, satisfaction and reach new customers. Staff will develop an improvement plan in Q2 and Q3.</td>
</tr>
<tr>
<td>486</td>
<td>C4: ACE: Community Places</td>
<td>Hobsonville Headquarters operational plan</td>
<td>Develop an operational plan for the Hobsonville headquarters to guide service provision for when the facility reopens.</td>
<td>Q1/Q2/Q3/Q4</td>
<td>A88: Open</td>
<td>$ -</td>
<td>In progress</td>
<td>Green</td>
<td>Staff were involved in the procurement process to appoint a contractor to undertake the re-development works at the Hobsonville Headquarters building. As a result of this Legacy Construction was appointed and the first site meeting was held on 9 August 2017. Work is now being progressed with the current aim of physical works completion by 30 December 2017. Furniture for the facility has been ordered and staff are supporting the finalisation of an Infrastructure Funding Agreement to build a new car park to service the relocated Headquarters building and the Sundowner Lounge. Hobsonville Hub had an official opening and soft return in July and officially opened on the 16 August. During Q1 staff also met with the local board to give an update on progress. Bookings are steadily increasing and to date over 25 regular and casual bookings have been made with over 300 people visiting the centre. During Q2 operational plan will be finalised.</td>
</tr>
<tr>
<td>519</td>
<td>C4: ACE: Community Places</td>
<td>Albany Hub Establishment and Management</td>
<td>Open the newly established facility. Develop programmes and activities, facilitating a sense of community for locals to meet and connect, and reflect the community in the fabric (look and feel) of the Hub.</td>
<td>Q1/Q2/Q3/Q4</td>
<td>A88: Open</td>
<td>$ 51,000</td>
<td>In progress</td>
<td>Green</td>
<td>A fire broke was developed in Q2 noting the key steps required to make the facility operational including moving to community management. This was workshoped with the local board. Staff have begun to develop an operational / business plan which will guide future management of the facility. Meetings held to progress this and outline will be finalised in Q3.</td>
</tr>
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**Attachment B**

**Item 17**

The biannual community centre, houses and hubs hub was held on 24 November 2017 at Western Springs Garden Hall. The event provided updates on local board plans, Long Term Plan work and funding agreements. Guest speaker Carol Scholtes covered legal environment changes, volunteer accountability and community dynamics. The event was attended by community leaders, community members and the local board. The session covered what works well in the current operational and funding models, areas for improvement, useful resources, and encouraged progressive thinking for developing future practices. Community members will have the opportunity to gain a working group and be part of a council/community team that identifies a “Roadmap that enables more Community Led Places.” The operational plan has been completed. Staff will present the operational plan, vision, strategic plan and target audience to the board in Q3. The Hub held an open day in Q2, many of the events from the Hub provided entertainment and activities including hula hoop and belly dancing. A local cafe served free cooking demonstrations and church groups provided food.
## Work Programme 2017/2018 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
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<tbody>
<tr>
<td>63</td>
<td>CS, ACE: Events</td>
<td>Citizenship Ceremonies - Upper Harbour</td>
<td>Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Open</td>
<td>$14,216</td>
<td>In progress</td>
<td>Staff delivered a combined North Cluster citizenship ceremony on two occasions during Q1 with 688 people becoming new citizens.</td>
<td>Staff delivered a combined North Cluster citizenship ceremony on two occasions during Q2 with 346 people becoming new citizens.</td>
</tr>
<tr>
<td>84</td>
<td>CS, ACE: Events</td>
<td>Active Services - Upper Harbour</td>
<td>Supporting and delivering Active Services and parks within the local board area.</td>
<td>Q4</td>
<td>LDL: Open</td>
<td>$19,000</td>
<td>Approved</td>
<td>Scheduled for Q4. Staff will commence planning in Q2.</td>
<td>Staff commenced planning in Q2 for delivery in Q4.</td>
</tr>
<tr>
<td>85</td>
<td>CS, ACE: Events</td>
<td>Movies in Parks - Upper Harbour</td>
<td>Programming and delivery of three regional Movies in Parks series events.</td>
<td>Q3</td>
<td>LDL: Open</td>
<td>$36,000</td>
<td>In progress</td>
<td>Planning for the Movies in Parks series is on track. Parks have been booked, Lockers Reserve for Saturday 3 March and Collins Reserve for Friday 16 March. Public screening licence for &quot;King of the Hill&quot; (Lockers), &quot;The Great Escape&quot; (Collins) and &quot;The Great Escapade&quot; (Collins) have been submitted, approval expected.</td>
<td>Planning for the Movies in Parks series is on track with event permits issued for Lockers Reserve for Saturday 3 March and Collins Reserve for Friday 16 March. Public screening licence for &quot;King of the Hill&quot; (Lockers), &quot;The Great Escape&quot; (Collins) and &quot;The Great Escapade&quot; (Collins) have been submitted, approval expected.</td>
</tr>
<tr>
<td>66</td>
<td>CS, ACE: Events</td>
<td>Event Partnership Fund - Upper Harbour</td>
<td>Funding to support community events throughout the council's programme. This provides an opportunity for the local board to work with local event organisers by providing core funding for up to three years to selected events.</td>
<td>Q2, Q3</td>
<td>LDL: Open</td>
<td>$18,500</td>
<td>In progress</td>
<td>At funding grants, totaling $18,500, were paid out in Q1.</td>
<td>Two events funded via this fund (Greenpeace Christmas Parade and the Pascoe NZ Tennis Championships) were successfully delivered in Q2. Reporting back to the local boards on these grants will occur in Q4 when accountability reports have been received.</td>
</tr>
<tr>
<td>2035</td>
<td>CS, ACE: Events</td>
<td>Local Docs: Events - Upper Harbour</td>
<td>Deliver and support civic events within the local board area.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>LDL: Open</td>
<td>$23,792</td>
<td>In progress</td>
<td>The Albany Community Hub was opened on Thursday 6 July 2018 with an attendance of around 40 people.</td>
<td>No activity occurred during the quarter as no local civic events are currently scheduled.</td>
</tr>
</tbody>
</table>
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<tr>
<td>2571</td>
<td>CF Investigation and Design</td>
<td>Community House development (Hobsonville Point)</td>
<td>Develop community centre</td>
<td>Not scheduled</td>
<td>ABO Capex</td>
<td>N/A</td>
<td>In progress</td>
<td>Green</td>
<td>Risks: issues. Project record cancelled. This project was merged with Hobsonville Headquarters redevelopment, exterior landscaping and car park construction. Please refer to SharePoint ID 3012 for an update commentary.</td>
<td></td>
</tr>
<tr>
<td>2576</td>
<td>CF Investigation and Design</td>
<td>Meadowood Community Issues reserve heating system</td>
<td>Replace heating system with a ducted split type system complete with wall mounted controller.</td>
<td>Q2:Q3:Q4</td>
<td>ABO Capex</td>
<td>$19,294</td>
<td>In progress</td>
<td>Green</td>
<td>Project cancelled</td>
<td></td>
</tr>
<tr>
<td>2583</td>
<td>CF Investigation and Design</td>
<td>Upper Harbour - FY19 renew walkways and paths</td>
<td>Churuhata Explorers Reserve; Rame Reserve; Fernhill Escarpment; Paremoremo Scenic Reserve</td>
<td>Q2:Q3:Q4</td>
<td>ABO Capex</td>
<td>$15,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: consultant company has been engaged to undertake the walkway network assessment for Fernhill Escarpment. Consultant has also been engaged to write scope and identify planning requirements for Paremoremo Scenic Reserve, Rame Reserve and Churuhata Reserve. Next steps: complete business cases for Paremoremo Scenic Reserve, Rame Reserve and Churuhata Reserve.</td>
<td></td>
</tr>
<tr>
<td>2591</td>
<td>CF Investigation and Design</td>
<td>Gillis Reserve - new concrete pathway</td>
<td>This project is carried forward from the 2016/2017 work programme, previous ID 4247</td>
<td>Q1:O2:Q3:Q4</td>
<td>LDI Capex</td>
<td>$7,000</td>
<td>In progress</td>
<td>Amber</td>
<td>Risks: issues. Budget is very low, based on old unit rates. Current status: final location of the proposed walkway has been confirmed. Next steps: preparation for hardstand to project delivery for physical works.</td>
<td></td>
</tr>
<tr>
<td>324</td>
<td>CF Investigation and Design</td>
<td>Sunderland Lounge - exterior &amp; interior renewal</td>
<td>Exterior &amp; interior renewal - Stage 1 Refurbishment Project. Property only being purchased recently. No physical improvement works carried out as yet. Facility does not meet Council standards.</td>
<td>Q1:O2:Q3:Q4</td>
<td>ABO Capex</td>
<td>$600,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: detailed design for interior works underway. Next steps: engage quantity surveyor to undertake pricing of works. Apply for building consents.</td>
<td></td>
</tr>
<tr>
<td>3232</td>
<td>CF Investigation and Design</td>
<td>Unsworth Heights - new 3 on 3 basketball court</td>
<td>This project is carried forward from the 2016/2017 work programme, previous ID 1331</td>
<td>Q1:O2:Q3:Q4</td>
<td>LDI Capex</td>
<td>$40,000</td>
<td>In progress</td>
<td>Green</td>
<td>Issues: tender costs for a similar project have brought budget issues. Current status: detailed design completed late October 2017. Local board have requested an additional design for a half court which has been done. The Quantity Surveyor team has given both designs an updated cost estimate. Project delayed until post December. Next steps: pricing of both options by full maintenance facilities contractor. Upon completion of the pricing, if further budget is required then the local board will be approached.</td>
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<tr>
<td>3376</td>
<td>CF</td>
<td>Bay City Park - install spectator seating</td>
<td>Install spectator seating</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 79,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: scoping and preliminary design complete. Next steps: detailed design and cost estimate to be completed in early December 2017. These works are planned to be added to the contract for the field redevelopment that is planned for December 2017.</td>
<td>Current status: confirmation of the detailed design and specifications is complete. Attention required for the requirements for building consent. Current on site field contract has been given the design and specification to cost as a variation. Next steps: physical works are being planned to be added to the sports field refurbishment contract as a variation to speed up delivery. Works planned for early in 2018 at this stage.</td>
</tr>
<tr>
<td>3377</td>
<td>CF</td>
<td>Hobsonville Park - install cricket nets</td>
<td>Install cricket nets</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 150,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: scoping and preliminary design complete. Next steps: detailed design and cost estimate to be completed in early December 2017. Handover to project delivery team for works planning and delivery post January 2018.</td>
<td>Current status: confirmation of the detailed design and specifications is complete. Building consent has been lodged. Next steps: handover to the project delivery team for tender and programming of physical works. Physical works should be completed by the end of April 2018 depending on contractor availability and sports field size.</td>
</tr>
<tr>
<td>3378</td>
<td>CF</td>
<td>Herald Island - install basketball hoop</td>
<td>Install basketball hoop</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 5,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: design options and cost estimates have been investigated to provide the required scope. Local board have confirmed additional budget. Detailed design planned to be completed late October 2017. Local board have requested a new design. Project delayed until post December 2017.</td>
<td>Current status: scoping has been completed in October 2017. Consent requirements have been confirmed. Next steps: design and cost estimate for works to be completed in January 2018.</td>
</tr>
<tr>
<td>3379</td>
<td>CF</td>
<td>Siders Reserve - install dog bin</td>
<td>Install dog bin</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 1,500</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: minor asset being delivered by facilities maintenance contractors via the operational and maintenance team. Next steps: awaiting final quote for supply/install.</td>
<td>Current status: quote for works has been received from the full facilities contractor. Request for works to commence has been issued. Next steps: confirm timing for the installation - planned for late December 2017/early January 2018.</td>
</tr>
<tr>
<td>3380</td>
<td>CF</td>
<td>Malcolm Wallace Reserve - install basketball hoop</td>
<td>Install basketball hoop</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 5,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: design options and cost estimates have been investigated to provide the required scope. Local board have confirmed additional budget. Detailed design planned to be completed late October 2017. Local board have requested a new design. Project delayed until post December 2017.</td>
<td>Current status: scoping has been completed in October 2017. Options for the provision of junior hoop have been investigated and sent to the local board for direction in the November workshops. Confirmed that any works in this park require a full resource consent due to the historic/maritime designation. Next steps: confirmation of preferred option needed from local board. Options are: proceed with option not recommended by staff that will require additional budget for consent and upgrade hoop, proceed with option for standard junior hoop which will require additional funding for consent or option to be implemented at a later date.</td>
</tr>
<tr>
<td>3381</td>
<td>CF</td>
<td>Douglas Alexander Reserve - install picnic tables</td>
<td>Install picnic tables</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 15,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: scoping and preliminary design complete. Next steps: detailed design and cost estimate to be completed in early December 2017. Handover to the project delivery team for works planning and delivery post January 2018.</td>
<td>Current status: scoping has been completed in October 2017. Consent requirements have been confirmed. Next steps: detailed design and site location has been completed and project in ready to be handed to project delivery for works.</td>
</tr>
<tr>
<td>3382</td>
<td>CF</td>
<td>The Landing Reserve - install security measures</td>
<td>Install security measures</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 15,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: scoping and preliminary design complete. Next steps: detailed design and cost estimate to be completed in early December 2017. Handover to the project delivery team for works planning and delivery post January 2018.</td>
<td>Current status: scoping has been completed in October 2017. Options for the provision of security are being finalised in November 2017. Next steps: recommendations for options including cost estimates will be presented to the local board for comment in February 2018.</td>
</tr>
<tr>
<td>3383</td>
<td>CF</td>
<td>Waitangi Park - install dog bin and signage</td>
<td>Install dog bin and signage</td>
<td>Q3/Q4</td>
<td>LDI</td>
<td>$ 3,500</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: minor asset being delivered by the full facilities maintenance contractor via the operational and maintenance team. Next steps: awaiting final quote for supply/install.</td>
<td>Current status: quote for works has been received from the full facilities contractor. Request for works to commence has been issued. Next steps: confirm timing for the installation - planned for late December 2017/early January 2018.</td>
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<tr>
<td>1707CF Operations</td>
<td>Upper Harbour Local Board Contracts</td>
<td>The maintenance contracts include all buildings, parks and open space assets, sports fields, free management and maintenance, ecological restoration, pest management, riparian planting, coastal management and storm damage. The budget for these contracts is determined by the Governing Body.</td>
<td>Q1: 2Q 23/04</td>
<td>ABS Open</td>
<td>$</td>
<td>-</td>
<td>Approved</td>
<td>Green</td>
<td>The new full facilities contract started on 1 July. The contractor has been proactive in developing pathways, maintaining playgrounds and moving sports fields. The relatively high rainfall (e.g., July 101-149 per cent of norm) has presented some challenges, including preparing for storms. The team has also been focusing on security gates and other issues, which are being addressed as a priority.</td>
<td>The second quarter has been challenging across the region for green space maintenance, initially caused by the wetter than usual winter and our contractor struggling to keep up with the scale of work required to meet contractual obligations. We have additional resources in place evaluating and monitoring the improvement plan that Ventra are working to. We are seeing a good improvement across most of our facilities. There is substantial work in hand around Hobsonville that will soon come over to Community Facilities to maintain including a spectacular bushwalk area. Ecological Restoration: All site assessments are completed, commencement of plant pest control in high value and general areas and we are close to completion of the first round of animal pest control. Arbitrator: Improved seasonal conditions has seen a movement of maintenance focus from street trees to parks.</td>
</tr>
<tr>
<td>2042CF Operations</td>
<td>Upper Harbour - local park art work maintenance</td>
<td>Local parks art work maintenance</td>
<td>Q1: 2Q 23/04</td>
<td>LDI Open</td>
<td>$8,000</td>
<td>Approved</td>
<td>Green</td>
<td>The original intention of this project was to employ the artist who has carried out the previous participatory maintenance in the past. Unfortunately due to family circumstances he is not able to assist. Our full facility maintenance contractor Ventra is staffed and are carrying out the work in the core months of the year. Art works are scheduled to be cycled in February 2018.</td>
<td>Art works are scheduled to be cycled in February 2018.</td>
<td></td>
</tr>
<tr>
<td>2584CF Operations</td>
<td>Upper Harbour - additional parks planting per annum maintenance</td>
<td>Additional maintenance of reserve planting per annum</td>
<td>Q1: 2Q 23/04</td>
<td>LDI Open</td>
<td>$20,000</td>
<td>Approved</td>
<td>Green</td>
<td>Additional maintenance of reserve spaces is underway.</td>
<td>Additional parks planting maintenance (shrub gardens) will take place in autumn (May/June).</td>
<td></td>
</tr>
<tr>
<td>2585CF Project Delivery</td>
<td>Albany Domain - renew car park</td>
<td>Albany Domain car park renewal. This project is a continuation of the 2016/2017 programme</td>
<td>Q1: 2Q 23/04</td>
<td>ABS Capex</td>
<td>$250,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: tendering was delayed as potential drainage issues were identified with the designs. This has now been resolved and final design changes are being made. Next steps: tender the physical works package and engage a contractor.</td>
<td>Current status: tender evaluation is being undertaken. Next steps: select a suitable contractor and commence construction.</td>
<td></td>
</tr>
<tr>
<td>2586CF Project Delivery</td>
<td>Albany Domain - renew courts</td>
<td>Albany Domain court renewal. This project is a continuation of the 2016/2017 programme</td>
<td>Q1: 2Q 23/04</td>
<td>ABS Capex</td>
<td>$180,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: the contract for this project will be combined with the Albany Domain car park renewal. Tendering has been delayed while design issues were being clarified for the car park renewal. Next steps: tender the physical works package and engage a contractor once final designs are complete.</td>
<td>Current status: a tender has been advertised for construction, which is due to close on 30 November 2017. Next steps: evaluate tender and select a suitable contractor for the construction.</td>
<td></td>
</tr>
<tr>
<td>2587CF Project Delivery</td>
<td>Bay City Park - renew surface on shed</td>
<td>Bay City Park renewal and signage</td>
<td>Q1: 2Q 23/04</td>
<td>ABS Capex</td>
<td>$210,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: tenders have been received and are currently evaluated. Next steps: award contract and commence physical works mid-November 2017 with a forecast completion of late January 2018.</td>
<td>Current status: physical works commenced mid-November 2017. Next steps: completed physical works prior to Christmas.</td>
<td></td>
</tr>
</tbody>
</table>
### Work Programme 2017/2018 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group or CO</th>
<th>Activity Name</th>
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<th>RAG</th>
<th>Q1 Commentary</th>
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</thead>
<tbody>
<tr>
<td>2589</td>
<td>CF, Project Delivery</td>
<td>Christmas Beach - resew aquatic</td>
<td>Christmas Beach - seawall renewal, Atwood Esplanade &amp; Parehuia Reserve - seawall renewal, hire coastal assets, Landing Reserve - resew coastal renewal, Waimarino Beach - resew seawall. This project is a continuation of the 2016/2017 programme (previous ID 3032).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$129,000</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: finishing tender document for bundled project (Christmas Beach seawall renewal, Waimarino Beach seawall renewal and Atwood Reserve seawall renewal). Next steps: request tender price for physical works as a bundled project.</td>
<td>Risk/issue: Bundling project (Christmas Beach seawall renewal, Waimarino Beach seawall renewal and Atwood Reserve seawall renewal). Additional fund required to complete the bundled project. Current status: tender evaluation underway for bundled project (Christmas Beach seawall renewal, Waimarino Beach seawall renewal and Atwood Reserve seawall renewal). Tender price is significantly higher than allocated budget in financial year 2018. Additional budget requested via change request for carrying out the bundled project. Next steps: finalise tender evaluation and award the contract subject to approval of additional funding.</td>
</tr>
<tr>
<td>2570</td>
<td>CF, Project Delivery</td>
<td>Atwood and Rame Estate - resew coastal assets</td>
<td>Atwood Reserve and Rame Esplanade Reserve seawall renewal. This project is a continuation of the 2016/2017 programme (previous ID 3033).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$50,000</td>
<td>Cancelled</td>
<td>Red</td>
<td>Current status: finalising the tender document for bundled project (Christmas Beach seawall renewal, Waimarino Beach seawall renewal and Atwood Reserve seawall renewal). Next steps: request tender price for physical works as a bundled project.</td>
<td>Risk/issue: Bundling with other upper harbour coastal renewal project.</td>
</tr>
<tr>
<td>2572</td>
<td>CF, Project Delivery</td>
<td>Connerama Reserve - resew courts</td>
<td>Connerama Reserve court seawall renewal. This project is a continuation of the 2016/2017 programme (previous ID 3034).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$180,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: the contract for this project will be combined with the Albany Domain car park renewal. Tenders have been delayed while design issues were being clarified for the car park renewal. Next steps: tender the physical works package and engage a contractor to final designs for Albany Domain car park renewal.</td>
<td>Risk/issue: Tender evaluation is being undertaken. Next steps: select a suitable contractor and commence construction.</td>
</tr>
<tr>
<td>2573</td>
<td>CF, Project Delivery</td>
<td>Landing Reserve - resew boat ramp and seawall</td>
<td>Renew boat ramp and seawall. This project is a continuation of the 2016/2017 programme (previous ID 3036).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$50,000</td>
<td>Cancelled</td>
<td>Red</td>
<td>Current status: finalising the tender document for bundled project (Christmas Beach seawall renewal, Waimarino Beach seawall renewal and Atwood Reserve seawall renewal). Next steps: request tender price for physical works as a bundled project.</td>
<td>Risk/issue: Merged with Upper Harbour coastal renewal project. Please refer to SharePoint ID 3569 for an update.</td>
</tr>
<tr>
<td>2574</td>
<td>CF, Project Delivery</td>
<td>Lockers Reserve - resew furniture</td>
<td>Purchase of lockers for Reserved Reserve. This project is a continuation of the 2016/2017 programme (previous ID 3037).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$90,000</td>
<td>Completed</td>
<td>Green</td>
<td>Current status: the tender for this project is still in progress. Next steps: request tender price for physical works as a bundled project.</td>
<td>Project completed.</td>
</tr>
<tr>
<td>2575</td>
<td>CF, Project Delivery</td>
<td>Meadowwood Reserve - resew car park</td>
<td>Meadowwood Reserve Road seawall renewal. This project is a continuation of the 2016/2017 programme (previous ID 3039).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$250,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: the contract for this project will be combined with the Albany Domain car park renewal. Tenders have been delayed while design issues were being clarified for the car park renewal. Next steps: tender the physical works package and engage a contractor to final designs for Albany Domain car park renewal.</td>
<td>Current status: tender evaluation is being undertaken. Next steps: select a suitable contractor and commence construction.</td>
</tr>
<tr>
<td>2577</td>
<td>CF, Project Delivery</td>
<td>Rame Reserve - resew seawall</td>
<td>Renew seawall. This project is a continuation of the 2016/2017 programme (previous ID 3039).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$19,000</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: the project is on hold until financial year 2019 due to lack of available budget this year. Next steps: planned physical work on financial year 2019.</td>
<td>Risk/issue: Project cost might increase due to cost inflation in FY19.</td>
</tr>
<tr>
<td>2578</td>
<td>CF, Project Delivery</td>
<td>Rosedale Park - resew sports fields 3 &amp; 4</td>
<td>Rosedale Park seawall works. This project is a continuation of the 2016/2017 programme (previous ID 4254).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>C#1, C#2, C#3</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: preparing professional service agreement for tender. Next steps: as above.</td>
<td>Current status: professional services complete Next steps: engage with user groups and the local board once the detailed design is received.</td>
</tr>
</tbody>
</table>
## Work Programme 2017/2018 Q2 Report

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<th>FY7/18</th>
<th>Activity status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
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</tr>
</thead>
<tbody>
<tr>
<td>2581</td>
<td>CF, Project Delivery</td>
<td>Tomato Reserve - renew playground</td>
<td>Renew play space at Tomato Reserve. The installation and design phase is almost complete for physical works in 2017/18. This project is a continuation of the 2016/2017 programme (previous ID 3925).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Capex</td>
<td>$100,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: design is being finalised and tender documents are being prepared. Scope change request is currently being processed to include furniture and signage at Tomato Reserve into this project. Next steps: undertake tender for physical works and evaluate submissions. Current status: tender submissions for construction works have been received and are under review. Next steps: contract negotiations and award.</td>
<td></td>
</tr>
<tr>
<td>2582</td>
<td>CF, Project Delivery</td>
<td>Umtworth Reserve - renew playground</td>
<td>Renew play space at Umtworth Reserve. The installation and design phase is almost complete for physical works in 2017/18. This project is a continuation of the 2016/2017 programme (previous ID 3924).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Capex</td>
<td>$100,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: tender documentation is underway. Next steps: tender physical works, review submissions and award contract. Current status: tender submissions for construction works have been received and are under review. Next steps: contract negotiations and award.</td>
<td></td>
</tr>
<tr>
<td>2584</td>
<td>CF, Project Delivery</td>
<td>Waimarie Beach - renew seawall</td>
<td>Renew seawall. This project is a continuation of the 2016/2017 programme (previous ID 3933).</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Capex</td>
<td>$15,000</td>
<td>Cancelled</td>
<td>Red</td>
<td><strong>Risk Factor:</strong> Project was merged with upper harbour coastal renewal project. Please refer to SharePoint ID 2669 for an update. Project cancelled.</td>
<td></td>
</tr>
<tr>
<td>2620</td>
<td>CF, Project Delivery</td>
<td>Hobsonville Point/Scott’s Road - develop sports field and develop local park</td>
<td>The provision of local parks amenity within Scott Point Park. This project is a continuation of the 2016/2017 programme (previous ID 3923). Sports field replacement and development at Hobsonville Point. This project is a continuation of the 2016/2017 programme (previous ID 634). The installation of new changing rooms and four bars. This project is a continuation of the 2016/2017 programme (previous ID 634). Develop pathways to connect the new sports fields, playground and cycling linkages. This project is a continuation of the 2016/2017 programme (previous ID 634). The new pavilion contains Items 279 and 280.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>Growth</td>
<td>$570,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: work continues on producing a detailed concept design and report for the Scott Point Sustainable Park. Next steps: workshop preferred option concept plan with local board and other stakeholders before a report is submitted to local board for a resolution. Once resolution received detailed design to commence.</td>
<td></td>
</tr>
<tr>
<td>2890</td>
<td>CF, Project Delivery</td>
<td>Albany Village Hall - refurbishment</td>
<td>Polystyrene hall floor, install air conditioning solution and repaint interior of hall. This project is carried forward from the 2016/2017 work programme, previous ID 3731.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Capex</td>
<td>$40,000</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed July 2017. Project completed July 2017.</td>
<td>Project completed July 2017.</td>
</tr>
<tr>
<td>2992</td>
<td>CF, Project Delivery</td>
<td>Gill’s Road Reserve - renew walkways</td>
<td>Renewal of 330m of aggregate path, development of 100m of aggregate path. This project is carried forward from the 2016/2017 work programme, previous ID 3029.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Capex</td>
<td>$119,523</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: original scope completed. Furniture installation due in October. A previously not included pedestrian bridge has been included in scope and is currently being designed. Next steps: installation of furniture (seat and picnic table) and finalisation of pedestrian bridge design. Current status: original scope completed in August 2017. A previously not included pedestrian bridge has been included in the scope and works are scheduled for January 2018. Next steps: start construction of the pedestrian bridge.</td>
<td></td>
</tr>
<tr>
<td>2993</td>
<td>CF, Project Delivery</td>
<td>Glen Eyre Reserve - upgrade playground</td>
<td>Increase number and range of play equipment at Glen Eyre Reserve. This project is carried forward from the 2016/2017 work programme, previous ID 3170.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Capex</td>
<td>$68,225</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: investigation and design completed. Project handed over for execution and delivery. Next steps: physical works to be awarded to the full facilities maintenance contractor. Current status: tender for construction works completed and submissions are being reviewed. Next steps: complete contract negotiation and award contract for construction works, confirm construction timeframe.</td>
<td></td>
</tr>
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<tr>
<td>3012</td>
<td>CF, Project Delivery</td>
<td>Hobsonville Headquarters - redevelopment</td>
<td>Redevelopment of Hobsonville Headquarters and surrounding areas.</td>
<td>Q1:02:Q2:23:04</td>
<td>ABG Capex</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: physical works are underway and the contractor is currently undertaking demolition of unnecessary elements within the building. The anticipated completion date is February 2018. High risk activities of removing lead paint and asbestos in building. Agreement reached with Hobsonville Land Company for delivery of car park outside of Headquarters building; site data to be confirmed. Next steps: physical works continue within Headquarters building and construction works for the car park are to commence.</td>
<td>Risks / issues: delays have been encountered due to Hobsonville Land Company's delay in removing lead paint and asbestos in the building. Current status: physical works are continuing and the contractor has begun exterior works and progress is on track to meet the anticipated completion date.</td>
<td></td>
</tr>
<tr>
<td>3013</td>
<td>CF, Project Delivery</td>
<td>Hobsonville Park develop linear park</td>
<td>Develop an all-weather and accessible linear park for Hobsonville.</td>
<td>Q1:02:Q2:23:04</td>
<td>ABG Capex</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: physical works have been slowed down due to unsuitable weather conditions. Next steps: complete on site construction work.</td>
<td>Current status: final location of the toilets has been confirmed after local board meeting. Next steps: works are to be completed.</td>
<td></td>
</tr>
<tr>
<td>3017</td>
<td>CF, Project Delivery</td>
<td>Hobsonville - development of linear park</td>
<td>Development of Hobsonville Linear Park.</td>
<td>Q1:02:Q2:23:04</td>
<td>ABG Capex</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: the project is on schedule, but the site is not accessible to machinery due to wet and soft soil. Works will commence once weather and ground conditions improve. Next steps: completion of works.</td>
<td>Current status: all works are progressing as per plan. Next steps: continue to monitor site conditions.</td>
<td></td>
</tr>
<tr>
<td>3038</td>
<td>CF, Project Delivery</td>
<td>Ker Park - replacement of boardwalk</td>
<td>Replacement of boardwalk.</td>
<td>Q1:02:Q2:23:04</td>
<td>ABG Capex</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: the project is on schedule, but the site is not accessible to machinery due to wet and soft soil. Works will commence once weather and ground conditions improve. Next steps: completion of works.</td>
<td>Current status: all works are progressing as per plan. Next steps: continue to monitor site conditions.</td>
<td></td>
</tr>
<tr>
<td>3074</td>
<td>CF, Project Delivery</td>
<td>Windsor Park Cricket Club Renovations</td>
<td>Renovations of Cricket Club.</td>
<td>Q1:02:Q2:23:04</td>
<td>ABG Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Current status: the project is on schedule, but the site is not accessible to machinery due to wet and soft soil. Works will commence once weather and ground conditions improve. Next steps: completion of works.</td>
<td>Project completed.</td>
<td></td>
</tr>
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</table>
### Work Programme 2017/2018 Q2 Report

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<tbody>
<tr>
<td>3315</td>
<td>CF, Project Delivery</td>
<td>Upper Harbour - restoration, furniture and plants</td>
<td>Furniture and Furnishings Renewals at the following sites: Albany Cemetery, Albany Domain, Awaahi Reserve, Bass Reserve, Bay City Park, Centennial Reserve, Chisholme Esplanade Reserve, Clif Reserve, Cinnamon Park, Devonshire Reserve, Farewell Reserve, Gilts Reserve, Greenhills War Memorial Park, Herald Island Domain, Hobsonville War Memorial, Horton Reserve, Kell Park, Lucas Esplanade Reserve, Maull Park, Hahn Memorial Reserve, Maungatapu Reserve, Marine Esplanade, Meadowood Reserve, Orchard Reserve - Greenhithe, Patiki Reserve, Portsea Reserve, Rauhe Reserve, Rame Esplanade Reserve, Rame Reserve, Risdon Nature Reserve, Renn Reserve, Saunders Reserve - Rosevale, Tawa Reserve, The Knoll, Waiocka Park North, Wharf Reserve - Albany, Window Park, Whiskey Reserve.</td>
<td>Q1:Q2:Q3:Q4</td>
<td>ARB: Capex</td>
<td>$ -</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: budget for this project was allocated in the 2017/2018 financial year. Approval has been granted to bring the budget forward to the 2017/2018 financial year. Design work has been commenced. Next steps: procurement to engage a physical works contractor. Current status: tenders have been received and an appropriate contractor has been selected.</td>
</tr>
</tbody>
</table>

#### Infrastructure and Environmental Services

<table>
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<tr>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>529 M&amp;S: DPO</td>
<td>Reserve one, two and three PCA1</td>
<td>Stream restoration, riparian planting and reserve development. Plus associated acquisitions.</td>
<td>Q1:Q2:Q3:Q4</td>
<td>ARB: Capex</td>
<td>In progress</td>
<td>Green</td>
<td>Land acquisitions continue for Rarot Stream and future development. The business case is in progress for the Rarot Stream Renovation Project. However, physical work is contingent on land ownership and access.</td>
</tr>
<tr>
<td>610 M&amp;S: Environmental Services</td>
<td>Environmental Services</td>
<td>Engage schools in the Upper Harbour local board to adopt one of their local streams to test and monitor the water quality.</td>
<td>Q1:Q2:Q3:Q4</td>
<td>LDi: Opex</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>1051 M&amp;S: Environmental Services</td>
<td>Environmental Services</td>
<td>Engage community initiatives and landowner contribution to restore, enhance and maintain the habitat across the North West Wildlife. Provide technical advice, practical support and facilitation to provide landowners and community groups to undertake restoration activity to improve biodiversity and native habitat across the local board area. Feedback from the Upper Harbour Ecology Network and local board will continue to be used to shape the approach to delivery of the assistance programme. The assistance programme will continue to build on community-led restoration activities to engage and encourage more people and groups to take action across the whole board area.</td>
<td>Q1:Q2:Q3:Q4</td>
<td>LDi: Opex</td>
<td>$50,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
</tbody>
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**Upper Harbour Local Board**
## Work Programme 2017/2018 Q2 Report

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<tr>
<td>399</td>
<td>MC0, Healthy Waters</td>
<td>Septic Tank Pump Out Programme - Upper Harbour*</td>
<td>To manage the pumpout of septic tanks within the Upper Harbour Local Board area.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Oppex</td>
<td>$119,400</td>
<td>In progress</td>
<td>Green</td>
<td>There are approximately 4300 private on-site wastewater treatment systems serviced on a triennial cycle by the pump out programme across the Auckland region. The septic tanks are spread across various local boards on properties paying the targeted rural sewage rate (TAR) in the Upper Harbour Local Board area for the period from July to September 2017 there were 85 scheduled triennial pump outs of properties. There were also six unscheduled pump outs to mitigate risk of overflows, early pump outs or rescheduled pump outs.</td>
<td>There are approximately 4300 private on-site wastewater treatment systems serviced on a triennial cycle by the pump out programme across the Auckland region. The septic tanks are spread across various local boards on properties paying the targeted rural sewage rate (TAR) in the Upper Harbour Local Board area for the period from October to December 2017 there were six scheduled triennial pump outs of properties. There were also eight unscheduled pump outs to mitigate risk of overflows, early pump outs or rescheduled pump outs.</td>
</tr>
<tr>
<td>437</td>
<td>I&amp;ES, Healthy Waters</td>
<td>Industrial Pollution Prevention Programme - Waste Minimisation - Rosedale/Albany</td>
<td>This programme is primarily educational to inform urban industry/business about the impacts of their activities may have on the environment. The programme includes a site inspection and discussion with the business owners about how they can reduce the amount of waste that is going to landfill. If changes are recommended, a report is sent to the business. The programme involves a GIS mapping service to ensure that commercial businesses understand the stormwater network connections in relation to local waterways.</td>
<td>Q1, Q2, Q3, Q4</td>
<td>LD, Oppex</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
<td>The contractor is liaising with the Business Association North Harbour prior to finalising details of the programme. It is intended that this project will commence in quarter two.</td>
<td>Works commenced in December 2017 with completion due in March 2018. Once complete a report summarising site visits and any corrective actions suggested will be provided to the local board.</td>
</tr>
</tbody>
</table>

### Library Services

<p>| 1322 | CS, Libraries &amp; Information | Library hours of service - Upper Harbour | Provide library service at Albany Village Library for 50 hours per week. | Q1, Q2, Q3, Q4 | ABS, Oppex | $455,449 | In progress | Green | Library visits have increased by three per cent compared to last year. | Library visits, check outs and wifi usage remain is keeping with regional trends, with the positive exception of a 20 per cent increase in registrations in November. Following a site visit from the Collections team, all our current subscriptions have had a rigorous assessment and refresh with the result that the collection is relevant and meets the needs of our local community. |
| 1323 | CS, Libraries &amp; Information | Library hours of service and lending services - Upper Harbour | Provide information and library exhibitions lending services. <em>(Funded within ABS Oppex budget activity “Library hours of service - Upper Harbour”)</em> | Q1, Q2, Q3, Q4 | ABS, Oppex | $ - | In progress | Green | Issues have increased by nine per cent this quarter, which is higher than the reported trend. The Community Language collection has been refreshed with more titles in Russian and Chinese. Three new Korean and several Chinese magazine titles have been added. Similarly the Teen magazine titles have been reviewed and four new titles added. Our book a librarian sessions continue to increase, especially with the introduction of RB Digital (eMagazines). We collaborated with the local Russian preschool to deliver a Russian storyline outreach session which was attended by 13 families. By invitation, a special storytime session was delivered at the Bruce Mason Centre before the main play “The very hungry caterpillar”, with great success. Our regular preschool sessions remain well attended, with a total of 377 adults and 468 children attending at sessions this quarter. A codeign with Te Whara Marama parenting resulted in an event for Māori parents at Albany Library with 13 adults attending. | The Te Whara Marama parenting group for Māori speakers at Albany Library has maintained popular with an average of 7 adults attending sessions this quarter. The feedback from the parents is encouraging as they share how the sessions support them in their everyday life. Weegle and Rhyme sessions remain popular operating at full capacity. |
| 1324 | CS, Libraries &amp; Information | Preschool programming - Upper Harbour | Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate actively in their children’s early development and learning, including regional coordinated and promoted programmes, Wriggle and Rhyme, Rhyme Time, Storytime, and outreach to early childhood education providers. <em>(Funded within ABS Oppex budget activity “Library hours of service - Upper Harbour”)</em> | Q1, Q2, Q3, Q4 | ABS, Oppex | $ - | In progress | Green | The weekly Wriggle and Rhyme sessions have increased in popularity. The Te Whara Marama parenting group for Māori speakers at Albany Library has maintained popularity with an average of 7 adults attending sessions this quarter. The feedback from the parents is encouraging as they share how the sessions support them in their everyday life. Weegle and Rhyme sessions remain popular operating at full capacity. | The Te Whara Marama parenting group for Māori speakers at Albany Library has maintained popular with an average of 7 adults attending sessions this quarter. The feedback from the parents is encouraging as they share how the sessions support them in their everyday life. Weegle and Rhyme sessions remain popular operating at full capacity. |
| 1325 | CS, Libraries &amp; Information | Children and Youth engagement - Upper Harbour | Provide children and youth activities and programming, including a programme of children’s activities during school holidays, which encourage learning and literacy. Engage directly with local schools in the board area to support literacy and grow awareness of library resources. <em>(Funded within ABS Oppex budget activity “Library hours of service - Upper Harbour”)</em> | Q1, Q2, Q3, Q4 | ABS, Oppex | $ - | In progress | Green | Brownie Day paid author-illustrator Chris Saunders performed and talked about the inspiration behind his book ‘Evil Angel Thief’. A record 50 people attended. The NZ Black Sticks game and interactive demonstration which was attended by 34 people. Our movies and popcorn events are still playing popular, with 30 attendees at both July events. The Cooling Club remain steady, with a total of 41 adults and 87 children and youth attending this quarter. | Two popcorn and movie events were held with over 20 attendees at each session. The October holiday programming, “Survive Bear Grylls Style” was a huge success, with the following events and attendance numbers: A First Aid workshop given by St John’s (66 attendees); Do A Hoot llltow (31 attendees) and a survival programme which resulted in 37 attendees. |</p>
<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group/Unit or COO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>FY17/18</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q2 Commentary</th>
<th>Q3 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>128</td>
<td>CS: Libraries &amp; Information</td>
<td>Summer reading programme - Upper Harbour</td>
<td>Provide a language and literacy building programme that runs during the summer school holidays for 5-13 year olds. Developed and promoted regionally and delivered locally with staff and volunteers designed to meet the needs and interests of local communities. (Funded within ABS: Open budget activity: &quot;Library hours of service - Upper Harbour&quot;)</td>
<td>Q2/Q3</td>
<td>ABS: Open</td>
<td>$</td>
<td>In progress</td>
<td>Green</td>
<td>The Kia Mita te Whai / Dare to Explore Summer Reading Programme for 2017-2018 has been finalised and will commence in mid-December. The programme will be promoted through our local primary schools in November.</td>
<td>The Kia Mita te Whai / Dare to Explore Summer Reading Programme for 2017-2018 is on track and Albany has consistently been in the top 10 for the number of registrations since the beginning of December. The programme has been actively promoted at local schools and a co-design with the local pool will result in the party in January being held at the pool. Events held in December have been well attended with a total of 26 attendees at the 2 events (Dare to Explore sessions) held.</td>
</tr>
<tr>
<td>127</td>
<td>CS: Libraries &amp; Information</td>
<td>Supporting customer and community connection - Upper Harbour</td>
<td>Provide programmes that facilitate customer connection with the library and community including online relationships with Albany House, Massey University, Albany Village Business Association, local schools. (Funded within ABS: Open budget activity: &quot;Library hours of service - Upper Harbour&quot;)</td>
<td>Q1/Q2/Q3/Q4</td>
<td>ABS: Open</td>
<td>$</td>
<td>In progress</td>
<td>Green</td>
<td>Albany Library served as an early voting station for the general election which was highly successful with a steady number of voters arriving each day. We have commenced planning with Massey University to attend orientation in February 2018.</td>
<td>The public library promotion at Massey University orientation in 2018 is on track. The meeting at Albany House was attended by staff in November during which connections with the local community were made. In December, free hearing checks were given to customers in the library by Mary from Hearing Life.</td>
</tr>
<tr>
<td>128</td>
<td>CS: Libraries &amp; Information</td>
<td>Celebrating Te Ao Māori and strengthening relationships to Māori - Upper Harbour</td>
<td>Celebrating Te Ao Māori with events and programmes including regularly coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with iwi and Māori organisations, increasing the use and viability of Te Ao Māori. (Funded within ABS: Open budget activity: &quot;Library hours of service - Upper Harbour&quot;)</td>
<td>Q1/Q2/Q3</td>
<td>ABS: Open</td>
<td>$</td>
<td>In progress</td>
<td>Green</td>
<td>Māori Language Week was actively promoted with displays and a special &quot;Maori of New Zealand&quot; storyline. Matariki was also celebrated through our regular story time sessions. Our weekly staff briefings now include a karakia to increase our knowledge and competency using te reo.</td>
<td>Our weekly staff meetings continue to include a karakia, with new karakia being introduced regularly. Staff are making an effort to greet patrons with &quot;Kia ora&quot;. Our staff member has enrolled in Te Waranga to study Te Reo in 2018.</td>
</tr>
<tr>
<td>129</td>
<td>CS: Libraries &amp; Information</td>
<td>Learning and literacy programming and digital literacy support - Upper Harbour</td>
<td>Provide learning programmes and events throughout the year including classes, Book a Librarian sessions, CV and employment workshops for skilled migrants. Provide support for customers using digital resources including PCs, Wi-Fi, e-resources and customers' own devices. (Funded within ABS: Open budget activity: &quot;Library hours of service - Upper Harbour&quot;)</td>
<td>Q1/Q2/Q3/Q4</td>
<td>ABS: Open</td>
<td>$</td>
<td>In progress</td>
<td>Green</td>
<td>A loan member came to the library with a successful &quot;book a librarian&quot; session. We continue to host Ruby Baker from Work Connect with her skilled migrant workshops that she regularly holds in the library.</td>
<td>Ruby Baker from Work Connect has continued her regular workshops in the library. We continue to assist customers on the public PCs and their own devices with downloading eBooks and eAudioBooks as well as scanning, printing, photocopying and email.</td>
</tr>
<tr>
<td>130</td>
<td>CS: Libraries &amp; Information</td>
<td>Celebrating cultural diversity and local communities - Upper Harbour</td>
<td>Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Family Story Month, Auckland Heritage Festival, Lunar New Year, Diwali. (Funded within ABS: Open budget activity: &quot;Library hours of service - Upper Harbour&quot;)</td>
<td>Q1/Q2/Q3/Q4</td>
<td>ABS: Open</td>
<td>$</td>
<td>In progress</td>
<td>Green</td>
<td>A co-design workshop led by local Mexican community members was held during Spanish Language Week. A group of 30 excited children and parents made softies and were invited to break one that was filled with candy. Lily, from The Asian Network, together with a local nutritionist, gave a bilingual health talk for enthusiastic attendees. Preparations are being made for Diwali, with two events planned.</td>
<td>Two Diwali events were held with great success, a performance by the South Park School (44 students) and 35 attendees. Three special Christmas story times were held in December with a total of 44 attendees, and City Impact Church brought 4 groups of children to the library on 7 December which resulted in impromptu story time sessions which was much appreciated.</td>
</tr>
</tbody>
</table>
### Item 17

**Work Programme 2017/2018 Q2 Report**

<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group/unit or COO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeline</th>
<th>Budgeted Costs</th>
<th>FY17/18</th>
<th>Activity status</th>
<th>RAG</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>772</td>
<td>ATEED: Local Economic Growth</td>
<td>Support for International education providers</td>
<td>Upper Harbour Local Board have pledged support for the sector in its LED action plan (1.2) Support for international education providers in Upper Harbour, including primary, secondary and tertiary. International education contributes a slightly greater share of income and employment in the local board area than it does regionally. Massey University’s campus attracts students from around the world. The area also has outstanding sporting facilities, including national sporting centres at the GBE Stadium and the AUT Millennium Institute. The two strengths combine where international students attend the sports related programmes offered by institutions. There is scope to build on this strength further by helping the areas schools to promote the wealth of sporting opportunities available in the area for those students interested in not only the sports performance but also recreational and competitive sports participation. This project will assist providers that are wanting to promote their areas to promote the area’s sporting facilities to targeted overseas markets by helping produce the materials and develop channels to get the message to market. A financial contribution from the sector is recommended.</td>
<td>Q1, Q2: Q3, Q4</td>
<td>$ 10,000</td>
<td>Approved</td>
<td>Green</td>
<td>Study Auckland have had some contact with the international education providers and given consideration to an approach to the project that fits with their focus on developing the student experience. A meeting with Massey University, the area's largest international education provider is scheduled for 8th October to discuss options.</td>
<td></td>
</tr>
</tbody>
</table>

| 1037 | ATEED: Local Economic Growth | Young Enterprise Scheme (YHS) | ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Enterprise Days in February 2019. The E-days are held in sub-regions (north, south, east, central west) and are the first day students get to meet the Young Enterprise team, and find out about their YHS year, which YES is all about, and what is in store for them. | Q3 | $ 2,000 | Approved | Green | The Young enterprise Scheme E (Enterprise) - days are scheduled for delivery in February 2019. The use of the funds will be drawn down in quarter three to support the E-days delivery. As a result there is no update for Q1 reflecting no activity has occurred. |

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Meeting between Massey and Study Auckland took place and positive discussions held around improving international student experience by improving links to employment opportunities. Agreed to meet with Business North Harbour to discuss. That meeting took place in December 2017 and a project idea has been proposed and is currently being further developed.
<table>
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</tr>
</thead>
<tbody>
<tr>
<td>908</td>
<td>CS: PSR; Active Recreation</td>
<td>Sovereign Stadium Community Access Grant 2017/18</td>
<td>Provide a community access grant to the Milennium Institute of Sport and Health to support the operational cost of Sovereign Stadium (including athletics facilities and winter sport field provision). Funding determined by the Governing Body. Local Board responsible for setting and monitoring Key Performance Indicators.</td>
<td>Q1, Q2: Q3: Q4</td>
<td>AIS: Open</td>
<td>$60,000</td>
<td>In progress</td>
<td>Green</td>
<td>2017/18 Funding Agreement being finalised with new KPIs. Will then be sent to group to be signed and grant paid out according to contract.</td>
</tr>
<tr>
<td>512</td>
<td>CS: PSR; Active Recreation</td>
<td>Tennis Charitable Trust Facility Partnership Grant</td>
<td>Support Tennis Charitable Trust to investigate multi-sport opportunities and the case for developing the Albany Tennis Park. A facility partnership grant of $180,000 was provided to Tennis Charitable Trust from the 2013/14 Facility Partnership Scheme. No additional 2017/18 budget required.</td>
<td>Q1, Q2: Q3: Q4</td>
<td>LTD: Open</td>
<td>$ -</td>
<td>In progress</td>
<td>Green</td>
<td>Final version of MOU and Project Plan drafted and being reviewed by Tennis Charitable Trust/Tennis Northern.</td>
</tr>
<tr>
<td>914</td>
<td>CS: PSR; Active Recreation</td>
<td>LH Provision of water sport facilities feasibility assessment</td>
<td>Complete feasibility and options assessment examining provision of marine water sport facilities in the Upper Harbour area.</td>
<td>Q1, Q2: Q3: Q4</td>
<td>LTD: Open</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
<td>Engagement with water based sports clubs and desktop analysis underway. Options being developed including possibility of a grant to groups to complete feasibility work.</td>
</tr>
<tr>
<td>1135</td>
<td>CS: PSR; Active Recreation</td>
<td>LH: Leisure facilities operation programme FY17/18</td>
<td>1. Operate in a safe and sustainable manner the Albany Stadium Pool. Deliver a variety of accessible programmes and services that get the local community active. 2. These services include; fitness, group fitness, learn to swim, early education, aquatic and recreation programmes. Along with core programmes that reflect the needs of the local community.</td>
<td>Q1, Q2: Q3: Q4</td>
<td>ABB: Open</td>
<td>$ -</td>
<td>In progress</td>
<td>Green</td>
<td>Albany Stadium Pool has experienced a good start to the year and on track to achieve our business plan KPIs. Validation for the quarter has been steady with aquatic visits of around 25,000 per month and an increase in fitness visits. Areas performing well include Learn To Swim, which has increased to 950 in term 3. We have grown memberships to 1,400 from just over 1,300 when we first opened. Customer satisfaction levels are up slightly over the previous quarter and are well above the network average. Problem areas highlighted are the cleanliness of the space and the pool area. Customer feedback from the local board and community is very positive.</td>
</tr>
<tr>
<td>1344</td>
<td>CS: PSR; Active Recreation</td>
<td>Tennis Northern Operational Grant</td>
<td>Provide operating grant to Tennis Northern for operation of Albany Tennis Park.</td>
<td>Q1, Q2: Q3: Q4</td>
<td>LTD: Open</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>Funding agreement currently being drafted.</td>
</tr>
<tr>
<td>897</td>
<td>CS: PSR; Parks Services</td>
<td>Rosedale Landed Activates the open space feasibility and options assessment</td>
<td>Feasibility and options assessment for Rosedale Landed activation for public open space and recreation purposes that will provide new recreation opportunities in the Upper Harbour area. The site does not currently provide for public access and is administered as a &quot;closed landfill.&quot;</td>
<td>Q1, Q2: Q3: Q4</td>
<td>LTD: Open</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>Strategic Work Programme Implementation Workshop held with Local Board in Q2. Feedback from the workshop has been included in the project scope. Professional services identified and the project is on track.</td>
</tr>
</tbody>
</table>

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**Upper Harbour Local Board**

**Auckland Council’s Quarterly Performance Report: Upper Harbour Local Board for quarter two, 1 October - 31 December 2017**

**Item 17**

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**Attachment B**
<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group or CCO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>FY17/18</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>888</td>
<td>C3: PSR</td>
<td>Park Services</td>
<td>Holdings Reserve: Develop open space. Feasibility and options assessment</td>
<td>Q1: 02.03.04</td>
<td>LTD Open</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>Strategic Work Programme Implementation Workshop held with local board in Q1. Feedback from the workshop has been included in the project scope. Professional services identified and the project is on track.</td>
<td>Strategic assessment plan including feasibility and options is currently being developed, initial site assessments and information gathering has been undertaken, and a draft report is being prepared for a workshop with the local board in March 2018.</td>
</tr>
<tr>
<td>889</td>
<td>C3: PSR</td>
<td>Park Services</td>
<td>U1: Reserve service provision in reserves. Feasibility and options assessment</td>
<td>Q1: 02.03.04</td>
<td>LTD Open</td>
<td>$50,000</td>
<td>In progress</td>
<td>Green</td>
<td>Strategic Work Programme Implementation Workshop held with Local Board in Q1. Feedback from the workshop has been included in the scope of the project. Feasibility and options assessments for improving the play provision and amenity are underway for Hunters Hill, Whau River, and Lorn Park reserves. Professional services have been engaged to develop options and initial feasibility reports for a pathway from Britomart Reserve to Marina View Reserve for a total value of $50,000 being considered. Ongoing work is being undertaken to identify options to develop new reserves acquired through housing developments in Upper Harbour. Further detailed investigation into options for the redundant courts at Eden Reserve has been put on hold, following local board feedback.</td>
<td>Strategic Work Programme Implementation Workshop held with Local Board in Q1. Feedback from the workshop has been included in the scope of the project. Feasibility and options assessments for improving the play provision and amenity are underway for Hunters Hill, Whau River, and Lorn Park reserves. Professional services have been engaged to develop options and initial feasibility reports for a pathway from Britomart Reserve to Marina View Reserve for a total value of $50,000 being considered. Ongoing work is being undertaken to identify options to develop new reserves acquired through housing developments in Upper Harbour. Further detailed investigation into options for the redundant courts at Eden Reserve has been put on hold, following local board feedback.</td>
</tr>
<tr>
<td>889</td>
<td>C3: PSR</td>
<td>Park Services</td>
<td>UH: Local parks. Ecological restoration and environmental programmes FYH17/18</td>
<td>Q1: 02.03.04</td>
<td>LTD Open</td>
<td>$40,000</td>
<td>In progress</td>
<td>Green</td>
<td>Programme of activity supporting volunteer groups to carry out ecological restoration and environmental programmes in local parks including community plantings events.</td>
<td>Ongoing support provided to volunteers for ecological restoration projects including animal and plant pest management, planting and waste removal. Total volunteer hours for this quarter 2600 hours. Several volunteer groups have established pest control teams in their local parks this quarter, including Waitakere Reserve and Otakou Reserve. The 2017 planting season was a success with a total of 4695 plants planted this season. Community and school plantings took place at Waitakere Reserve, Waitakere Park, Panhead Reserve, Sandymount Reserve, and Whau River Reserve. A community working bee at Karere Grove on the 18/11/17 (20 people attended) and another community working bee at Waitakere Reserve on the 2/12/17 (15 people attended). A community working bee was held at Waitakere Reserve on the 18/11/17 (20 people attended). With the launch of “Pied Free Auckland” there has been increasing interest from community members to get involved with animal and plant pest control. A new animal pest control group is in the process of being established at Chatham Esplanade Reserve. Finally the Corrections Department has been assisting park volunteers with their annual maintenance work at Maungawhau and Gillis Road.</td>
</tr>
</tbody>
</table>
### Work Programme 2017/2018 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group/Unit of COO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeframe</th>
<th>CL: Final Lease Expiry Date</th>
<th>CL: Annual Rent Amount (excluding GST)</th>
<th>CL: Annual Operating Fee (excluding GST)</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1443</td>
<td>CF: Community Leases</td>
<td>Albany Community Coordinator Inc.</td>
<td>New agreement for land and building 676 Albany Highway, Albany in conjunction with governance arrangements for new Albany Hub.</td>
<td>Not scheduled</td>
<td>30/04/2018</td>
<td>$1.00</td>
<td>-</td>
<td>On Hold</td>
<td>Amber</td>
<td>Lease has been involved in discussions regarding future options for tenure and management of premises in conjunction with the future use and management of the new community hub. Further detail and proposed timeframes for expression of interest process will be made available in quarter two. This is linked with decisions regarding the new Albany Hub.</td>
<td>Future governance arrangements and occupation agreements will be linked with decisions regarding the new Albany Hub.</td>
</tr>
<tr>
<td>1444</td>
<td>CF: Community Leases</td>
<td>Greenhills Tennis Club Inc.</td>
<td>New lease for site at Greenhills War Memorial Park, 10 Roland Road, Greenhills.</td>
<td>G3</td>
<td>20/03/2018</td>
<td>$1.00</td>
<td>$633.00</td>
<td>In progress</td>
<td>Green</td>
<td>Application is currently being completed by the lessee. Site visit scheduled in quarter two with report to the local board being prepared in quarter three.</td>
<td>Welling on their application</td>
</tr>
<tr>
<td>1445</td>
<td>CF: Community Leases</td>
<td>Waitakere City Tennis &amp; Squash Club Inc.</td>
<td>New lease and sub-lease for site at Pio Rosa Reserve.</td>
<td>G3</td>
<td>30/06/2017</td>
<td>$1.00</td>
<td>$633.00</td>
<td>Approved</td>
<td>Green</td>
<td>Lease application currently being completed by lessee. Site visit will be scheduled in quarter two with a report to the local board scheduled in quarter three.</td>
<td>Welling on their application</td>
</tr>
<tr>
<td>1447</td>
<td>CF: Community Leases</td>
<td>Albany Football Club Inc.</td>
<td>New lease for 321 Library Lane, Albany</td>
<td>G3</td>
<td>31/07/2017</td>
<td>$1.00</td>
<td>-</td>
<td>In progress</td>
<td>Green</td>
<td>Lease application received and site visit done. Report will be prepared for consideration of local board in quarter three.</td>
<td>Report will be prepared for consideration of local board in quarter three</td>
</tr>
<tr>
<td>1448</td>
<td>CF: Community Leases</td>
<td>North Shore Playcentre Association - Centre Park</td>
<td>New lease for 1A Greenhills Road, Greenhills</td>
<td>G3</td>
<td>31/08/2017</td>
<td>$1.00</td>
<td>$1.00</td>
<td>In progress</td>
<td>Green</td>
<td>Application received. Site visit completed. At business meeting 21 September 2017 the local board approved public notification of the proposed lease. Proposal will be advertised in quarter two with a report scheduled for consideration by the local board in quarter three.</td>
<td>Public notification period closes 14 December 2017. Report will be prepared for consideration in quarter three.</td>
</tr>
<tr>
<td>1449</td>
<td>CF: Community Leases</td>
<td>East Coast Boys Association Football Club Inc.</td>
<td>New lease for 54 Andersons Road, Browns Bay</td>
<td>G3</td>
<td>31/08/2017</td>
<td>$1.00</td>
<td>$1.00</td>
<td>In progress</td>
<td>Green</td>
<td>Application received. Site visit completed. At business meeting 21 September 2017 the local board approved public notification of the proposed lease. Proposal will be advertised in quarter two with a report scheduled for consideration by the local board in quarter three.</td>
<td>Public notification period closes 14 December 2017. Report will be prepared for consideration in quarter three.</td>
</tr>
<tr>
<td>1450</td>
<td>CF: Community Leases</td>
<td>Royal New Zealand Plunket Society Inc</td>
<td>Renewal of lease for Kells Park, 257 Dairy Flat Highway, Albany</td>
<td>Q2</td>
<td>31/07/2019</td>
<td>$1.00</td>
<td>-</td>
<td>Completed</td>
<td>Green</td>
<td>An assignment of lease has been executed assigning the lease from the Royal New Zealand Plunket Society Trust (Albany Inc) to the Royal New Zealand Plunket Society Inc being the Plunket National Society. As such, the current lease will continue under the new entity.</td>
<td>Royal New Zealand Plunket Society Inc assigned its interest in the Royal New Zealand Plunket Trust with effect from 1 January 2018. Existing lease does not expire until 31 July 2019.</td>
</tr>
<tr>
<td>1456</td>
<td>CF: Community Leases</td>
<td>Harbour Hockey Trust</td>
<td>Public notification proposed new lease at Rosedale Park, Albany</td>
<td>G3</td>
<td></td>
<td>$1.00</td>
<td>-</td>
<td>In progress</td>
<td>Green</td>
<td>Public notification period closed 24 August 2017. Hearing to consider submissions scheduled mid October.</td>
<td>Decision awaited business meeting 14 December. Negotiations will be concluded with lessee after this point.</td>
</tr>
</tbody>
</table>
## Work Programme 2017/2018 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Lead Group or CCO</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Timeframe</th>
<th>CL: Final Lease Expiry Date</th>
<th>CL: Annual Rent Amount (excluding GST)</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1634</td>
<td>CF: Community Living</td>
<td>RNZ Plaisir Society - Albany</td>
<td>Multi premises lease</td>
<td>Not scheduled</td>
<td>$1,000</td>
<td>-</td>
<td>Cancelled</td>
<td>Red</td>
<td>This is a duplicate entry. Please refer to ID 1490.</td>
<td>Cancelled as this lease is a duplicate entry: Cancelled</td>
</tr>
</tbody>
</table>

20/20

Upper Harbour Local Board
### Upper Harbour Local Board Financial Performance to 31 December 2017

<table>
<thead>
<tr>
<th>Activity</th>
<th>Year To Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Operating revenue (ABS)</td>
<td>973</td>
<td>1,233</td>
</tr>
<tr>
<td>Operating expenditure (ABS)</td>
<td>4,917</td>
<td>5,191</td>
</tr>
<tr>
<td>Operating expenditure (LDI)</td>
<td>387</td>
<td>387</td>
</tr>
<tr>
<td>Operating expenditure (LGS)</td>
<td>542</td>
<td>542</td>
</tr>
<tr>
<td>Net Cost of Service</td>
<td>4,873</td>
<td>4,888</td>
</tr>
</tbody>
</table>

#### Subsidies and grants for capital expenditure

|                              | 0 | 0 | 0 | 0 | 0 |

#### Capital expenditure

|                              | 2,260 | 4,002 | 1,742 | 6,739 | 5,837 |

The Upper Harbour Local Board has invested $2.3m in capital expenditure and $4.9m in net operating expenditure for the year to date at 31 December 2017.

Net cost of service is $15k behind budget for the year. The underspend in asset based services expenditure of $274k related to projects in the Parks, Sports and Recreation activity.

From the local boards’ Locally Driven Initiatives (LDI) funding, the majority of projects are underway and on track to be completed during the year. In the first 6 months, the board allocated $65k from their community grants fund and has $91k remaining to allocate for the rest of the financial year.

Revenue is slightly behind budget for the year to date and relates to the Albany Stadium Pool.

The majority of the capital investment so far this financial year has occurred in the Community Services activity ($1m) with $800k spent in the Planning and Development activity. There have been no major risks to the delivery of projects identified to 31 December 2017.
Operating Revenue is behind budget for the year to date. This relates to the Albany Stadium Pool in both the fitness and aquatics areas due to a closure of facilities for a period during the first half of the financial year.
The overall operating expenditure variance is $273k below budget for the year to date.

Locally driven initiative funded projects are right on budget to date with the majority of projects underway and on track to be completed during the year. In the first 6 months, the board allocated $65k from their community grants fund and has $91k remaining to allocate for the rest of the financial year. Community placemaking initiatives, Albany Coco programmes and environmental initiatives have all progressed well in the first 6 months.

The underspend in operating expenditure is mainly due to projects in asset based services. There was an expectation of budget variances under the new Project 17 full facility maintenance contracts until baselines at local board level are established at the end of this financial year. The trend may continue through the year and will be monitored by the community facilities department for any budget movements that are required.

The detailed LDI expenditure by project for the period to 31 December 2017 is reflected in the following schedule.
### Locally Driven Initiatives Expenditure – All Projects

<table>
<thead>
<tr>
<th>Net Cost of Service</th>
<th>Year To Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>ACE LDI Staff allocation</td>
<td>88</td>
<td>88</td>
</tr>
<tr>
<td>Albany Coco</td>
<td>60</td>
<td>0</td>
</tr>
<tr>
<td>ANZAC</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Community placemaking initiatives</td>
<td>80</td>
<td>44</td>
</tr>
<tr>
<td>Event partnership</td>
<td>19</td>
<td>9</td>
</tr>
<tr>
<td>Inclusion and diversity</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Local civic functions</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Local community grants</td>
<td>53</td>
<td>78</td>
</tr>
<tr>
<td>Maori responsiveness</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Movies in parks local</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Youth programmes community development</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total Local community services</strong></td>
<td>312</td>
<td>249</td>
</tr>
<tr>
<td>Environment response fund</td>
<td>41</td>
<td>25</td>
</tr>
<tr>
<td>Industry Pollution Prevention Programme</td>
<td>0</td>
<td>20</td>
</tr>
<tr>
<td>Sustainable Schools Project</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total Local environmental management</strong></td>
<td>43</td>
<td>50</td>
</tr>
<tr>
<td>LDI Volunteers parks</td>
<td>15</td>
<td>16</td>
</tr>
<tr>
<td>Local parks at work maintenance</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Parks maintenance - reserve planting</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Parks strategic fund</td>
<td>16</td>
<td>52</td>
</tr>
<tr>
<td>Tennis Northern operational grant</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Local parks, sport and recreation</strong></td>
<td>31</td>
<td>79</td>
</tr>
<tr>
<td>Planning and development response fund</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td>Support international education providers</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Young Enterprise Scheme</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Local planning and development</strong></td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>387</td>
<td>387</td>
</tr>
</tbody>
</table>
Capital Expenditure

The Upper Harbour Local Board capital delivery is 34% to date against a $6.7m total budget for the 2017/2018 year. Capital projects underway include Hobsonville Corridor Reserves, Community House development at Hobsonville Point, Albany Community Hub, facility renewals at Albany Village Hall and Sunderland Lounge, and surface renewal at Bay City Park.

From the LDI Capex fund, there is still a portion of the 3 year LDI Capex funding unallocated, the majority of this balance has been rolled into 2018/19 and is still available for future allocation to projects.

The detailed capital expenditure by project for the year to date to 31 December 2017 is reflected in the following schedule.
### Capital Expenditure – all projects

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Year To Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Community house development (Hobsonville Point)</td>
<td>684</td>
<td>1,026</td>
</tr>
<tr>
<td>Community hub (Albany)</td>
<td>260</td>
<td>195</td>
</tr>
<tr>
<td>ACE - Community house and centre renewals</td>
<td>90</td>
<td>96</td>
</tr>
<tr>
<td>Local library renewals</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Community services</td>
<td>1,034</td>
<td>1,317</td>
</tr>
<tr>
<td>Parks - Asset renewals</td>
<td>223</td>
<td>1,251</td>
</tr>
<tr>
<td>Sport development</td>
<td>76</td>
<td>734</td>
</tr>
<tr>
<td>Locally driven initiatives (LDI Capex)</td>
<td>25</td>
<td>224</td>
</tr>
<tr>
<td>Parks - Coastal asset renewals</td>
<td>11</td>
<td>210</td>
</tr>
<tr>
<td>General park development</td>
<td>17</td>
<td>115</td>
</tr>
<tr>
<td>Parks - Sports fields renewals</td>
<td>0</td>
<td>16</td>
</tr>
<tr>
<td>Leisure facility equipment renewals</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Playscape development</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Stadium Pool (Albany)</td>
<td>26</td>
<td>0</td>
</tr>
<tr>
<td>Parks sport and recreation</td>
<td>385</td>
<td>2,550</td>
</tr>
<tr>
<td>Reserves one two and three PC14 (Hobsonville Corridor)</td>
<td>841</td>
<td>135</td>
</tr>
<tr>
<td>Planning</td>
<td>841</td>
<td>135</td>
</tr>
<tr>
<td>Total</td>
<td>2,259</td>
<td>4,002</td>
</tr>
</tbody>
</table>

**Subsidies and grants**

- 0
- 0
- 0
- 0
- 0
Upper Harbour Performance Measure Outlook

1. Introduction

1. The local board agreements include level of service statements and associated performance measures to guide and monitor the delivery of local services. This report provides information on the performance measure year-end outlook for Upper Harbour Local Board’s measures, showing how we are tracking after the second quarter of FY18.

2. The year-end outlook is that 30 per cent of measures will not achieve target.

3. Currently all performance measures are being reviewed as part of the development of the 2018-2028 Long Term Plan.

4. For the first and second quarter we will be providing the year-end outlook based on the results of 2016/17 or for any changes to the outlook based on results available. In the third quarter we will be in a better position to accurately project the year-end outlook for all measures. This is because the frequency of most measures is annual as data is collected through surveys.

Key to symbols used

The below symbols are used to indicate our progress against targets set in the Long-term Plan 2015-2026.

- Achieved
- Substantially achieved
- Not achieved but progress made
- Not achieved and prior-year result has not been improved
- No result
### 2. Detailed Performance Measure Year-end Outlook

<table>
<thead>
<tr>
<th>Measure description</th>
<th>Outlook</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Activity: Parks, sports and recreation</strong></td>
<td></td>
</tr>
<tr>
<td>Percentage of residents satisfied with the provision (quality, location and distribution) of local parks and reserves</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of residents who visited a local park or reserve in last 12 months</td>
<td>![X]</td>
</tr>
<tr>
<td>Percentage of residents satisfied with the provision (quality, location and distribution) of sports fields</td>
<td>![X]</td>
</tr>
<tr>
<td>Customers Net Promoter Score for Pool and Leisure Centres as a percentage</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td><strong>Activity: Community services</strong></td>
<td></td>
</tr>
<tr>
<td>Use of libraries as digital community hubs: Number of internet sessions per capita (PC &amp; WiFi)</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Number of visits to library facilities per capita</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of customers satisfied with the quality of library service delivery</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of visitors satisfied with the library environment</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of funding/grant applicants satisfied with information, assistance and advice provided</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of participants satisfied with council delivered local arts activities</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of Aucklanders that feel connected to their neighbourhood and local community</td>
<td>![X]</td>
</tr>
<tr>
<td>Percentage of attendees satisfied with council delivered and funded local events</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of Aucklanders that feel their local town centre is safe (day)</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Percentage of Aucklanders that feel their local town centre is safe (night)</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Facility Utilisation - utilisation at peak times and off peak times for council managed community centres and venues for hire (peak)</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td>Facility Utilisation - utilisation at peak times and off-peak times for council managed community centres and venues for hire (off peak)</td>
<td>![X]</td>
</tr>
<tr>
<td>Percentage of community facilities bookings used for health and wellbeing related activity</td>
<td>![X]</td>
</tr>
<tr>
<td>Number of visitors to community centres and venues for hire</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td><strong>Activity: Planning and development</strong></td>
<td></td>
</tr>
<tr>
<td>Percentage of Business Associations meeting their Business Improvement District (BID) Partnership Programme obligations</td>
<td>![Checkmark]</td>
</tr>
<tr>
<td><strong>Activity: Environmental management</strong></td>
<td></td>
</tr>
<tr>
<td>Proportion of local programmes that deliver intended environmental actions and/or outcomes</td>
<td>![Checkmark]</td>
</tr>
</tbody>
</table>
Attachment E

Item 17
Engaging Red Frogs Support Network at Movies in the Park

File No.: CP2018/00579

Te take mō te pūrongo / Purpose of the report

1. Provide the local board with the opportunity to approve the budget to engage the services of the Red Frogs Support Network in order to mitigate any potential unsavoury behaviour at Movies in the Parks events being held at Rosedale and Collins Parks, on 3 and 16 March 2018 respectively.

Whakarāpopototanga matua / Executive summary

2. Concerns were raised early last year about the unsavoury behaviour of large groups of young people attending the Movies in the Park event at Collins Park in Greenhithe and, to a lesser degree, at the event held in Rosedale Park.

3. Discussions have been held with relevant stakeholders, such as the local board, Neighbourhood Policing Team, Police Youth Division and council’s events team, regarding developing a proactive response to managing this behaviour at future events.

4. The Red Frogs Support Network is suggested as a recognised programme of engagement with young people attending events. The support network focuses on harm minimisation, reducing disruption to other attendees, and providing an alternative to site security responses.

5. The Red Frogs crew primarily act as an intermediary between the patrons and other service providers, such as security and first aid staff, referring attendees who may be in need to the appropriate services.

6. Red Frog crew members provide chill zones, mingle with the audience while distributing lollies, water and other forms of hydration, and are vigilant for any arising issues or concerns.

7. It is understood that for each of the Movies in Park events at Rosedale and Collins Parks, Red Frogs will set up a chill-out zone staffed by trained volunteers, with support from an ‘oversight’ staff member.

8. Any individual of concern will be invited to the chill-out zone and/or directed to other service providers as necessary, such as first aid staff.

9. The anticipated cost per Movies in the Park event is $500. The local board has funding available for allocation from its local board community grants budget, which currently has a balance of $91,000.

10. Attached to this brief report (Attachment A) is a memorandum authored by the Strategic Broker which provides further background information, including the rationale behind recommending hiring Red Frogs for these events.

Ngā tūtohunga / Recommendation/s

That the Upper Harbour Local Board:

a) approve the allocation of $500 in support of engaging the Red Frogs Support Network for the Movie in the Park event at Rosedale Park on 3 March 2018.

b) approve the allocation of $500 in support of engaging the Red Frogs Support Network for the Movie in the Park event at Collins Park on 16 March 2018.
Ngā tāpirihanga / Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Information Memorandum - Red Frogs Support Network</td>
<td>225</td>
</tr>
</tbody>
</table>

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Karen Marais - Senior Local Board Advisor Upper Harbour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>

Engaging Red Frogs Support Network at Movies in the Park
Memo

To: Upper Harbour Local Board elected members
From: Lisa Howard-Smith, Strategic Broker for Upper Harbour

Subject: Engaging Red Frogs Support Network for Movies in the Park – Rosedale and Collins Parks

The purpose of this memo is to:

1. Provide background information and rational to the recommendation of engaging Red Frogs.
2. Provide anticipated cost and deliverables for the events at Rosedale and Collins Parks

Youth behaviour at previous Movies in the Park

The behaviour of a large group of young people attending the Movies in the Park (MiP) event at Collins Park in Greenhithe, early last year, and to a lesser degree at the following event held in Rosedale, generated discussion both across Council and with relevant external parties such as the local Neighbourhood Policing Team (Troy and Tane), Youth Division, local community trust and business interests.

The council Events team had identified that such behaviour was particular to MiP events on the North Shore and discussions were had about developing proactive response for future MiP events. The Red Frogs Support Network was suggested as a recognised programme of engagement with young people attending events, focusing on harm minimisation, mitigating disruption to other attendees and providing an alternative response to the, often more punitive, actions of site security officers.

Background information on Red Frogs

The Red Frogs support programme originated in Australia in response to the increased prevalence of alcohol at social events frequented by young people, and in an effort to reduce alcohol related harm.

“Red Frogs is a support program for young people from the ages of 15 – 25. Red Frogs recognize that the culture of young people is dominated by alcohol and that excessive consumption of alcohol and other substances can lead to dangerous and life altering behaviours. Therefore Red Frogs make it their mission to provide a positive peer presence in alcohol-fuelled environments where young people gather, educate young people on safe partying behaviours, and promote and provide non-alcoholic and/or diversionary activities that engage young people in these environments”

Red Frogs are now operating in New Zealand, with support that extends to festivals and events, where the Red Frogs crew primarily act as an intermediary between the patronage and other service providers, such as security and first aid staff, referring patrons who may be in need to appropriate services.

Crew members provide chill zones, mingle with audiences giving out lollies, water and other forms of hydration and look out for any issues or concerns.
Anticipated costs and delivery at each event

For each of the MIP events at Rosedale and Collins Parks, Red Frogs will set up a chill out zone staffed by trained volunteers, with support from an ‘oversight’ staff member.
Chill out zones, usually consist of marquee, tables, water cooler (or other appropriate water source, such as bottles), cups, Red Frog lollies, bean bags, fairy lights, and games (jenga, uno)
The crew will work in groups, moving around the venue, handing out Red Frog lollies (as an ice breaker approach) and assist with BBQ duties provide food to any young people identified as being ‘under the influence’.
Anyone of concern will be invited to the chill out zone and/or directed to other service providers as necessary, such as First Aid.
Anticipated cost per event - $500

Next steps

Provide a report to UHLB Business meeting for resolution on use of funds from Civic Events budget.
Confirm use of Red Frogs at Rosedale Park on 3rd March and Collins Park on 16th March; through Tim Richards, events organiser - operations, and obtain a formal written quote
Follow up with council officers, Events team members work the MIP at Rosedale and Collins, NPT members, Youth division, Soni Patel and local community trust.
Te take mō te pūrongo / Purpose of the report

1. To approve a governance and management model for the repurposed Headquarters building and change of operating model for the Sunderland Lounge, both located at Hobsonville Point.

Whakarāpopototanga matua / Executive summary

2. The Headquarters building, and neighbouring Sunderland Lounge, were formerly occupied by the Royal New Zealand Air Force (RNZAF). In 2014 the Headquarters building and Sunderland Lounge were acquired by Auckland Council for community purposes.

3. Both facilities are currently undergoing refurbishment. The Headquarters building is due for completion by March / April 2018; the Sunderland Lounge by June / July 2018.

4. The 2017 Upper Harbour Local Board Plan sets out an aspiration that the Headquarters building be available for community use in 2018. A decision on the governance and management model for the Headquarters building is required.

5. Prior to closure for renovations, the neighbouring Sunderland Lounge was functioning as a council managed venue, under an interim management period of 12 months (resolution number UH/2014/31). A decision on the future operating model for this facility is sought.

6. At a workshop on 2 November 2017, management options for the Headquarters building were presented to the local board. The board expressed interest in the Headquarters building being managed under a community-led management model.

7. Staff recommend that when both facilities are back on stream, they ultimately operate as a combined operation (precinct), managed by one community group, to best suit the needs of the community.

8. For the Headquarters building, staff recommend a two-staged management model, whereby the Headquarters building is initially established under council management. Thereafter, it is proposed to transition to a community-led model following an expression of interest process.

9. The change of operating model for the Sunderland Lounge from the current council managed to a future model of community-led is also recommended as part of the review of the interim management model. A further report will be presented in March / April to the local board regarding the expression of interest. This will include the selection criteria for a community group to manage these facilities under a combined community-led approach.
Ngā tūtohunga / Recommendation/s

That the Upper Harbour Local Board:

a) agree that the Headquarters building, and the Sunderland Lounge, be operated and are considered as one combined entity (precinct).

b) approve the interim council management model for the Headquarters building for an initial establishment period, to facilitate transition to a community-led model.

c) approve a governance model for the Headquarters building, and a change of operating model for the Sunderland Lounge, from council-managed to community-led within 12 months of reopening.

d) note that a report regarding the expression of interest, proposed selection criteria and transition process for the Headquarters building and the Sunderland Lounge, to operate under a combined community-led management model, will be presented to the board in March/April 2018

Horopaki / Context

10. The Headquarters building, and neighbouring Sunderland Lounge, in Hobsonville Point were formerly occupied by the RNZAF, prior to acquisition by Auckland Council in 2014.

11. Both facilities are currently undergoing extensive refurbishment, due for completion in 2018. Once completed, these facilities will provide spaces for community use, activities, and engagement within an area experiencing rapid population growth. Community centres such as the Headquarters building and the Sunderland Lounge, as well as arts facilities, and venues for hire, enable Aucklanders to run locally responsive activities that promote community participation, inclusion and connection.

12. To progress this intent, a decision on the future governance and management model for the Headquarters building is required. This was discussed at a local board workshop on 2 November 2017.

13. The neighbouring Sunderland Lounge has to date (prior to closure for renovations) been operating as a council managed venue for hire under an interim management period (resolution number UH/2014/31). With the on-boarding of the Headquarters building imminent, this is an opportune time for both facilities to be considered for alignment concurrently by the local board under the same operating model, that of community-led. By signalling a clear future intent for both buildings, this would be aligned to the aspirations stated in the 2017 Upper Harbour Local Board Plan, in Outcome 1: Empowered, engaged and connected Upper Harbour communities.

Tātaritanga me ngā tohutohu / Analysis and advice

The Headquarters building

14. At a workshop on 2 November 2017, three management options for the Headquarters building were presented to the local board. These were:

- Option 1: Council management:

- Option 2: Community-led management (recommended model)

- Option 3: Contracted management.

15. The following table outlines the three management options for the Headquarters building:
<table>
<thead>
<tr>
<th>Management options</th>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 1: Council management</strong></td>
<td>Auckland Council manages all aspects of the Headquarters building and the Sunderland Lounge.</td>
<td>Pros are operationally stable, meeting revenue targets and typically have many regular community users.</td>
</tr>
<tr>
<td><strong>Option 2: Community-led management</strong></td>
<td>A community organisation would manage the Headquarters building and the Sunderland Lounge, including bookings and activities for the community, and undertake basic maintenance / day-to-day care of the facilities. It would co-ordinate local and voluntary effort as part of the community practice.</td>
<td>The standardised approach of Auckland Council does not actively support an empowered communities approach.</td>
</tr>
<tr>
<td><strong>Option 3: Contracted management</strong></td>
<td>A proven community / commercial operator to manage the facility under contract.</td>
<td>Pros are likely to have an established level of service and method of operation. Likely to be operationally stable and meet revenue targets.</td>
</tr>
</tbody>
</table>

**Preferred option**

16. At the workshop, the local board expressed an interest in the Headquarters building being locally managed under a community-led management model (Option 2).

17. A community-led management model provides an opportunity for residents to use their skills, experience and talents to manage and make decisions about their community centre. Such an approach would align to the 2017 Upper Harbour Local Board Plan which aspires for ‘empowered, engaged and connected Upper Harbour communities, where people are able to influence what happens in their neighbourhood’.

18. Council staff advise the Upper Harbour Local Board to:
   - approve Option 2: Community-led management for the Headquarters building.
19. Staff recommend a two-staged approach to progress the community-led model (Option 2). It is proposed that once refurbishment is complete, the Headquarters building is established for an interim period as council-managed. This would allow a transition period to a facility that is fully community-led. An expression of interest process would identify a suitable community-led operator during this time.

20. A further report will be presented to the local board regarding the expression of interest process, and selection criteria for a community-led management of the Headquarters building.

**Sunderland Lounge:**

21. In considering the operating model for the Headquarters building, staff also recommend that the board consider a change of operating model for the Sunderland Lounge.

22. The Sunderland Lounge has been functioning as a council-managed venue for hire under an interim management period identified by the local board in 2014 (resolution number UH/2014/31).

23. The Sunderland Lounge is currently closed for renovations and is anticipated to re-open June/July 2018.

24. Staff recommend a change of the operating model for the Sunderland Lounge from council-managed (venue for hire) to community-led. If agreed, this would meet the board’s intent to review their previous interim management model for the Sunderland Lounge.

25. With the completion of the Headquarters building imminent, this is an opportunity for the local board to concurrently align both facilities under the same operating model of community-led. A further report will be presented to the local board regarding the expression of interest, and selection criteria for a community group to manage both facilities under a combined community-led approach.

**Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views**

26. At the workshop on 2 November 2017, the local board expressed an interest in the Headquarters building being locally managed under a community-led management model (Option 2).

27. Such an approach would align to the 2017 Upper Harbour Local Board Plan which aspires for ‘empowered, engaged and connected Upper Harbour communities, where people are able to influence what happens in their neighbourhood’.

28. It is noted that the interim management model for the Sunderland Lounge is overdue for review by the local board. This report, and the recommendations presented, would address this intent to revisit the operating model for the Sunderland Lounge by the local board.

**Tauākī whakaaweawe Māori / Māori impact statement**

29. The Upper Harbour area is rich in Māori history, reflected in the names of places and landmarks of cultural and historical significance. The 2006 census noted that approximately six per cent of the Upper Harbour population at the time were Māori.

30. The Upper Harbour Local Board also signed a relationship agreement with Ngāti Manuhiri on 13 December 2017, signalling future intent. The on-boarding of two refurbished facilities into the community network provides an opportune time to reflect on Māori identity and culture within the presentation, activations and engagement.

**Ngā ritenga ā-pūtea / Financial implications**

31. For the 2018/2019 financial year, asset-based services budget is available of $52,333 is available for the Headquarters building, and $25,696 for the Sunderland Lounge. Additional budget is being sought through the long-term plan process for both facilities.
Ngā raru tūpono / Risks

32. Considering both buildings as one operational platform reduces the potential for the buildings, programming and associated uses of two neighbouring facilities from diverging, which would be an increased likelihood if they were operated independently.

33. Operating the buildings, once refurbished, under a community-led model without any initial council management exposes the community to inherent risks associated with occupation of a ‘new build’, including building and operational issues. These would be addressed by community management, thus removing such ‘teething issues’ ahead of community-led occupation.

34. Attaining clarity on the future operating model of the Sunderland Lounge at this stage in the process would streamline the need for further reporting and avoid any uncertainty and disconnect about the combined operating model for the future.

35. Any delays in the refurbishments will push out opening dates. Staff are working closely with stakeholders to mitigate against such an occurrence.

Ngā koringa ā-muri / Next steps

36. Upon a resolution from the local board, staff will quickly progress planning for the Headquarters building and the Sunderland Lounge to be operational. A workshop, and subsequent report to the local board regarding the expression of interest and selection criteria, will also be forthcoming in March / April.

37. Staff will actively engage with all parties, including the local board with intent, clarity and clear lines of communication, with the driver being a successful outcome for the local board and local communities during this process and beyond.

Ngā tāpirihanga / Attachments

There are no attachments for this report.

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Sharon McGinity - Team Leader, Event Facilitation South</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Graham Bodman - General Manager Arts, Community and Events</td>
</tr>
<tr>
<td></td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>

Governance and management model for the Headquarters building, Hobsonville Point
Revising the local board Standing Orders

File No.: CP2017/25169

Purpose

1. To consider and adopt revised Standing Orders for local board meetings.

Executive summary

2. Standing Orders (SOs) are the rules for conduct and procedure at meetings. They are used to help meetings run smoothly and in accordance with relevant legislation, to ensure the integrity of the decision-making process, and to help elected members and members of the public understand how they can participate.

3. The current local board SOs were set by the Auckland Transition Agency on 27 October 2010. It is now timely to revise them to ensure they remain a clear, relevant and practical tool for local board meetings.

4. At its meeting on 28 May 2015, the Governing Body resolved to amend its SOs based on work undertaken by a political working party.

5. The revised SOs have a simplified layout, are written in a plain language style, and contain a summary and process diagram at the front for ease of reference during a meeting.

6. A working group of Democracy Advisors has assessed each provision of the current (generic) local board SOs against the corresponding revised governing body SOs. For each local board Standing Order, the working group considered whether to retain the current wording, use the revised Governing Body wording or to have a combination of the two.

7. A draft set of revised local board SOs is set out in Attachment A for local boards’ consideration. It is based on the recommendations of the Democracy Advisor working group and follows the revised Governing Body SOs in terms of style.

8. The more significant suggested changes include:
   - new provisions for electronic attendance at meetings
   - dealing with conflicts due to the non-financial interests of members
   - processes for Governing Body and Māori input
   - enabling use of New Zealand Sign Language at meetings.

9. This report recommends that local boards consider and adopt the revised SOs in Attachment A.

10. Any changes to a board’s SOs requires a majority vote of not less than 75 per cent of members present.

Recommendation/s

That the Upper Harbour Local Board:

a) adopt the Standing Orders detailed in Attachment A to the agenda report, entitled ‘Auckland Council Standing Orders of the Local Board’, in replacement of its current Standing Orders.
Comments

Background

11. SOs are the rules for conduct and procedures at meetings. They are used to help meetings run smoothly and, in accordance with relevant legislation, ensure the integrity of the decision-making process, and help elected members and members of the public understand how they can participate.

12. The Governing Body SOs were compiled in 2010 by the Auckland Transition Agency from legacy council SOs and the New Zealand Standards Model SOs.

13. Local Board SOs were modelled on the Governing Body SOs.

14. A political working party was set up in November 2013 to review the Governing Body's SOs. The working party's findings were reported back to the Governing Body at its meeting on 28 May 2015 (Attachment B).

15. Recent amendments to the Local Government Act 2002 (the Act) allowed additional changes to be considered by the working party. These changes included a provision to allow members to attend meetings via audio or audiovisual link.

16. At its meeting on 28 May 2015, the Governing Body adopted an amended set of SOs which have a simplified layout, are written in a plain language style, and contain a summary and process diagram at the front for ease of reference during a meeting.

17. It was resolved at this meeting to forward the report to all local boards, drawing their attention to the suggestion to provide for councillor participation at local board meetings in their SOs.

18. Over the last 18 months, a working group of local board Democracy Advisors has assessed each provision of the current (generic) local board SOs against the corresponding revised Governing Body SOs. For each local board Standing Order, the working party considered whether to retain the current wording, use the revised Governing Body wording or to have a combination of the two.

19. A revised set of local board SOs has been developed as an outcome of this work (Attachment A) which is in accordance with the recommendations of the Democracy Advisor working group.

20. The revised local board SOs follow a similar format to the Governing Body SOs with a simplified layout, a plain language style, and a summary and process diagram at the front for ease of reference during a meeting.

21. Key substantive changes from the current local board SOs aim to ensure the local board SOs are up to date, fulfil Auckland Council's legal obligations, and are practical and useful for business meetings.

22. Many SOs reflect provisions in legislation. In some cases, the wording of the SO may have been changed to a plain language style, but the intention of the SO remains the same. These SOs are usually indicated by a reference underneath the relevant clause in legislation. These SOs may not be suspended.

Key changes

23. Key substantive suggested changes from the current local board SOs are set out in the following table:
<table>
<thead>
<tr>
<th>Issue</th>
<th>Suggested changes</th>
<th>Purpose of suggested change</th>
<th>Reference in the revised LB SOs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quorum</td>
<td>Provision for the Chairperson to extend the 30-minute waiting time for a quorum, <em>at the start</em> of a meeting, by another 10 minutes - where members are known to be travelling to the meeting but are delayed due to unusual weather or traffic congestion. Change in the waiting time for a quorum to be reestablished (where, <em>after a meeting starts</em>, member(s) leave and there is no longer a quorum) from 20 minutes to 10 minutes.</td>
<td>Assists smooth running of meeting and ensures consistency with Governing Body (GB) SOs</td>
<td>3.1.4 and 3.1.6</td>
</tr>
<tr>
<td>Record of a workshop</td>
<td>Deletion of the requirement for the chairperson to sign-off the record of a workshop. Record of workshop proceedings will be circulated.</td>
<td>Assists smooth running of meeting</td>
<td>12.1.4</td>
</tr>
</tbody>
</table>
| Public excluded business not to be disclosed | Clarification on situations where the duty of non-disclosure of information, at a meeting where the public were excluded, does not apply - namely where:  
  - a meeting has resolved to make the information publicly available  
  - there are no grounds under the Local Government Official Information and Meetings Act 1987 for withholding the information when requested  
  - the information is no longer confidential. | Clarification and ensures consistency with GB SOs | 7.4.3 |
| Languages | Amendments to allow New Zealand Sign Language (as well as English and Māori) to be used by members and in deputations, presentations and public forum.  
  Two clear working days’ notice must be provided when an address is not in English (this is the same as the notice period required under the current local board SOs and the GB SOs).  
  The GB input and Māori input sections also provide for addressing the meeting in New Zealand Sign Language, English or Māori. | Recognition of New Zealand Sign Language as an official language | 1.1.2, 5.1.5, 6.1.5, 7.6.1, 7.7.5 and 7.8.4 |
| Minutes | Clarification of what meeting minutes are to record. | Clarification | 8.1.2 |
| Agendas | Clarification that agendas can be sent electronically, and that names of local board and committee members are to be on each agenda. | Clarification | 2.4.1 7.3.3 |
| Non-financial interests | Suggested new provision regarding procedure for dealing with non-financial interests of members. If a member considers that there is a conflict of interest for an item, they may not take part in the discussions about or vote on the relevant matter. | Helps ensure robust, legally defensible decisions and consistent with GB SOs | 1.3.8 |
| Repeat | Suggested amendment that a Notice of Motion that | Assists smooth | 2.5.8 |
### Notices of Motion

| Notices of Motion | the local board or a committee has considered twice and rejected within the previous six months may be refused by the Chairperson. (There is no longer the option for a further notice - prior to the expiration of the original period of six months - where signed by a majority of all members). | running of meetings and ensures consistency with GB SOs |

### Procedural motions

| Procedural motions | Suggested new provision that the Chairperson has discretion about whether to allow any other procedural motion that is not contained in these SOs. | Assists smooth running of meeting and ensures consistency with GB SOs |

### Urgent items

| Urgent items | Suggested change in title, from ‘Major items of business not on the agenda may be dealt with (extraordinary business)’ to ‘Urgent items of business not on the agenda may be dealt with (extraordinary business)’. This provision sets out when items not on an agenda may be considered. The suggested change in title aims to help clarify the types of issues that fall under this provision and better reflect the purpose of the provision. Text has also been added clarifying that extraordinary business may be brought before a meeting by a report of the Chief Executive or Chairperson. Where the matter is so urgent a written report is not practical, the report may be verbal. | Clarification |

### Governing body input

<p>| Governing body input | A proposed section on GB input sets out that a GB member may provide input at meetings via speaking rights on items at the discretion of the chair and a report on the agenda for a GB member to provide a general update on matters of interest to the board. This can include reporting on regional matters of interest to the local board or any matter the GB member wishes to raise. This section aims to be more flexible than the current local board SO 3.9.14, by applying to GB members in general rather than ward councillors for the local board area. Whilst the right for GB members to speak as a deputation has also been retained, the GB input section enables a more flexible/permissive option, given it does not require the authorisation of a GB resolution. Use of the process for GB deputations will be appropriate for more formal circumstances, where the GB member is representing the views of the GB as a whole. The suggested notice period is seven clear working days, to enable sufficient time for it to appear on the agenda. However, this is at the discretion of the Chairperson and can be shortened if necessary. | More permissive input provisions | Part 5 |</p>
<table>
<thead>
<tr>
<th>Item 20</th>
<th>The suggested speaking time is five minutes, in accordance with provisions in the GB SOs.</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Order of business</strong></td>
<td>Clarification that the order of business for an extraordinary meeting should be limited to items relevant to the purpose of the meeting. The Chairperson may allow GB, Māori and public input that is relevant to the purpose of the meeting. The items listed in this section have been amended to fit with the order of business generated by Infocouncil.</td>
<td>Clarification and ensures consistency with GB SOs 2.4.2</td>
</tr>
<tr>
<td><strong>References to working parties and briefings</strong></td>
<td>These have been taken out, as these forums tend to be less formal and not covered by SOs.</td>
<td>Relevance</td>
</tr>
</tbody>
</table>
| **Public forum** | Suggested changes clarifying that:  
- public forum may not be required at the inaugural meeting, extraordinary meetings or a special consultative procedure  
- members may not debate any matter raised during the public forum session that is not on the agenda for the meeting, or take any action in relation to it, other than through the usual procedures for extraordinary business if the matter is urgent. The meeting may refer the matter to a future meeting, or to another committee, or to the Chief Executive for investigation  
- Māori or New Zealand Sign Language can be used at public forum, if two clear working days' notice is provided. Where practical, council will arrange for a translator to be present  
- the Chairperson may direct a speaker to a different committee and prohibit a speaker from speaking if he or she is offensive, repetitious or vexatious, or otherwise breaches these SOs. | Clarification 7.8 |
| **Suspension of SOs** | A provision has been included for a member to move a motion to suspend SOs as a procedural motion. The member must name the SOs to be suspended and provide a reason for suspension. If seconded, the chairperson must put it without debate. At least 75 per cent of the members present and voting must vote in favour of the suspension, and the resolution must state the reason why the SO was suspended. It should be noted that some SOs reflect provisions in legislation so cannot be suspended. These are usually indicated by a reference underneath the SO to the relevant clause in legislation. | To assist the smooth running of meetings and ensure consistency with GB SOs 1.7.11 |
| **Notice to be seconded** | A notice of motion delivered to the Chief Executive must be signed by another member of the meeting as a seconder – unless member is giving notice of | Consistency with GB SOs 2.5.2 |

Revising the local board Standing Orders
<table>
<thead>
<tr>
<th>Item 20</th>
<th>Clarification and consistency</th>
<th>Recognition of the special status of Māori and IMSB’s role under section 85 of the Local Government (Auckland Council) Act 2009</th>
<th>Parts 5 and 6, 7.7 and 7.8</th>
<th>Part 6 and 4.2.2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chairperson discretion</strong></td>
<td>The discretion of the Chairperson has been clarified and made as consistent as possible in SOs relating to GB input, Māori input, public forum and deputations.</td>
<td></td>
<td></td>
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<tr>
<td><strong>Māori responsiveness</strong></td>
<td>Suggested provisions for representatives of Māori organisations to provide input at local board or committee meetings via speaking rights during relevant items. The main purpose of the provisions is to recognise the special status of Māori and increase the council's responsiveness to Māori. The provisions also provide more flexibility than the deputations process, which restricts the number of deputation members that may address the meeting. The suggested notice period is seven clear working days, to enable sufficient time for such an item to appear on the agenda. However, this is at the discretion of the chair and can be shortened if need be.</td>
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</tr>
<tr>
<td><strong>Working days / clear working days</strong></td>
<td>The term ‘clear working days’ has been used throughout the document, to refer to the number of working days prescribed for giving notice. It excludes the date of service of that notice and the date of the meeting itself. This is in accordance with legislation (Local Government Act 2002, Local Government Official Information and Meetings Act 1987 and the Interpretation Act).</td>
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<tr>
<td><strong>Governing body input, Māori input, public forum, deputations</strong></td>
<td>The provisions in these sections have been made as consistent as possible and, where appropriate, in accordance with the GB SOs. Legal advice has been followed regarding the subjects a speaker may not speak about and the questions which can be put to speakers.</td>
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<tr>
<td><strong>New appendices</strong></td>
<td>New appendices have been added, setting out who must leave the meeting when the public is excluded and how business is brought before a meeting. Provisions in the current local board SOs relating to workshops have been placed in an appendix, given their exemption from part seven of the Local Government Official Information and Meetings Act 1978.</td>
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</tr>
<tr>
<td><strong>Electronic attendance at business meetings</strong></td>
<td>Recent changes to the Local Government Act 2002 now allow members to attend meetings by audio or audio-visual means in certain situations. There are a number of restrictions for this provision in the legislation including that relevant technology is available and of suitable quality, all those participating can hear each other and there is no reduction in accountability or accessibility of the member in relation to the meeting. Members attending meetings by electronic link may vote but are not counted as part of the quorum.</td>
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Revising the local board Standing Orders

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The revised SOs contain provisions to enable members to attend meetings by electronic link, where the member is representing the council at a place that makes their physical presence at the meeting impossible or impracticable, to accommodate the member’s illness or infirmity or in emergencies.

This provision will only apply where the technology is available.

| Memberships of committees | In accordance with section 85 of the Local Government (Auckland Council) Act 2009, a clause has been included acknowledging that the Independent Māori Statutory Board must appoint a maximum of two people to sit as members of committees that deal with the management and stewardship of natural and physical resources. | Clarification | 4.2.2 |

| Powers of delegation | Clause 36D of schedule 7 of the Local Government Act 2002 identifies who a local board may delegate decision-making to, and the powers a local board cannot delegate. This clause does not include the power to delegate to other subordinate decision-making bodies or more than one member of a local board. Therefore, references to subordinate decision-making bodies have been removed. | Clarification | Part 4 |

### Key differences from the governing body standing orders

24. The revised local board SOs contain some points of difference with the Governing Body SOs. Key points of difference are in the areas of refreshment breaks, petitions, notices of motion, and public input.

### Consideration

#### Local board views and implications

25. This report provides information and a revised set of SOs for local board consideration and adoption.

#### Māori impact statement

26. The local board SOs deal with meeting procedure. They provide for Māori to be spoken at business meetings and for deputations, presentations and petitions to be in Māori. They also enable:

- Māori to participate on local board committees, even if they are not members of the relevant local board. See current local board SO 2.9.2 which states:

  > ‘members of a committee or subcommittee may, but need not be, elected members of the Local Board’. As such, non-members may be appointed to committees or subcommittees if they have relevant skills, attributes or knowledge.

- the suspension of SOs, which can be useful to flexibly incorporate tikanga at meetings.

27. New suggested provisions relating to Māori in the revised SOs include:
• a section on Māori input, to recognise the special status of Māori and encourage their input at local board meetings. This is in accordance with advice from Te Waka Angamua and work being undertaken by some local boards on a co-design process with mana whenua to improve Māori input into local board decision-making.

• clarifying that the Independent Maori Statutory Board (IMSB) must appoint a maximum of two people to sit as members of committees that deal with the management and stewardship of natural and physical resources (in accordance with the Local Government (Auckland Council) Act 2009, section 85).

• providing for Māori to be spoken at public forum, and by the Governing Body or Māori organisations providing input, as long as two clear working days’ notice is given of the intention to do so.

28. Inclusion of these provisions recognises the special status of Māori under Te Tiriti o Waitangi and the Local Government Act 2002 requirements to provide opportunities and processes for Māori to contribute to decision-making processes. It is also in accordance with the goals of council’s Māori Responsiveness Framework, Whiria Te Muka Tangata. In particular, to foster more positive and productive relationships between council and Māori and contribute to Māori well-being by developing strong Māori communities.

Implementation

29. Changes to SOs requires a majority vote of not less than 75 per cent of members present (Section 27(3) Schedule 7, Local Government Act 2002).

30. If approved, the revised SOs will come into effect immediately.

31. Copies of the revised SOs will be provided to all local board members, where local boards choose to adopt changes.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<td>A</td>
<td>Revised Local Board Standing Orders</td>
<td>241</td>
</tr>
<tr>
<td>B</td>
<td>Governing Body political working party’s finding</td>
<td>301</td>
</tr>
</tbody>
</table>

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Blair Doherty - Kaipatiki Local Board Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Carol McKenzie-Rex – Acting Relationship Manager</td>
</tr>
<tr>
<td></td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>

1 Sections 14 and 81.
Summary of most common standing orders referred to during a meeting

Note: A summary omits detail. Please refer to the full standing orders.

Meeting procedures (1.1)

Chairperson’s role (1.2)
- Chair presides if present, unless vacates the chair
- Deputy presides in absence of chair
- If neither present, the meeting elects a chair
- Chair decides all questions not covered by standing orders
- Chair decides all points of order
- Members to be silent when chair rises
- Chair decides speaking order but must give precedence to:
  o points of order
  o closure or referral motions
  o points of explanation
  o requests for chair’s indulgence
- Members may question staff at chair’s discretion

Members conduct (1.3)
- Members must:
  o be respectful
  o use offensive or malicious language
  o impute or publish improper or untrue statements of members or staff
- Chair may order a member to withdraw from the meeting if:
  o member refuses to obey the chair’s instructions to stop speaking, or
  o member refuses to obey the chair’s instruction to withdraw and apologize for offensive or malicious expression, or
  o member’s conduct is disorderly
- If disorder continues, chair may adjourn meeting; reconvene meeting to decide whether to proceed or adjourn
- Minutes recorded a resolution to hold a member in contempt
- A member may be physically removed

Conflicts of interest (1.7–1.3.8)
- Financial interest: member takes no part in discussion or voting; minutes record the declaration and abstention; member leaves the room, or at a minimum, the table
- Non-financial conflict of interest: member takes no part in discussion or voting; minutes record the declaration and abstention; member leaves the table but not required to leave the room

Qualified privilege (1.4)
- Defamatory matter in agenda or minutes is privileged unless publication motivated by ill will
- Similar to oral statements at meeting

Rules of debate (1.5)
- Member can second a motion or amendment and reserve right to speak later in debate
- No irrelevant matters or tedious repetition – chair’s ruling final
- 3 consecutive speakers in support or opposition – chair may cal for speaker to corrupt - if none, puts motion after next reply
- If member immediately objects to words used, and requests minutes to record the objection, chair must order minutes to record objection
- Speeches not to be read, except with permission
- Time limits:
  o Movers speaking to motion 10 minutes
  o Movers right of reply 5 minutes
  o Others 3 minutes
- Only speak once to a motion
- Mover of original motion has right of reply but may not introduce new matter, then motion is put
- Only one right of reply – if used at end of amendment, it is exhausted
- Members can only speak to:
  o A matter before the meeting
  o A motion or amendment they are proposing
  o A point of order
- Personal explanation with permission of chair
- Explanation re previous speech in same debate, with permission of chair

Motions and amendments (1.6)
- Terms:
  o Substantive motion: a motion is either procedural or substantive; a substantive motion deals with a matter of substance
  o Original motion: the substantive motion moved at the commencement of the debate; if it is amended it is no longer the original motion and is referred to as the substantive motion
  o Substituted motion: the meeting agrees to substitute the original motion with different wording with the agreement of the mover and seconder
  o Repealed motion: when an amendment is being debated, a member, when speaking in debate, may indicate a further amendment once the current amendment is dealt with
- Seconder is required for all motions and amendments, their chair states the motion and proposes it for discussion
- Once seconded and put, motions or amendments cannot be withdrawn without consent of majority of members present and voting
- Chair may require motions in writing
- Chair may require motion to be decided in parts
- A meeting may substitute a motion with an amendment provided the mover and seconder agree ("substituted motion")
- In any debate a member may:
  o speak once to each motion, including the original motion, a substituted motion or an amendment
  o move or second a motion only once
- See flowchart for more detail
- Meeting deals with one amendment before another amendment permitted
- An amendment must be relevant
- An amendment cannot be a direct negative (which would have same effect as the motion being lost)
- No member can speak to a motion once the mover has commenced the reply or the chair has commenced putting the motion
- No member may unduly criticise the validity of a resolution

Procedural motions to close or adjourn debate (1.7)
- Terms:
  o Procedural motion: A motion may be either procedural or substantive, a procedural motion deals with a matter of procedure, the standing orders provide for members to raise specific procedural motions
- Can be moved by member who has not spoken in debate but must not interrupt
- Types that may be raised by members:
  (a) meeting be adjourned
  (b) item of business be adjourned
  (c) motion under debate be now put (closure motion)
  (d) move directly to next item of business
  (e) item of business lies on the table with no further discussion at that meeting
- Item of business be referred to relevant committee
- Are put immediately without debate if seconder
- Majority vote required for procedural motions to close or adjourn debate. If lost no further procedural motion within 15 minutes
- Closure motion may be accepted by chair after two speakers for and two speakers against, or chair considers it reasonable
- Closure motion may relate to amendment
- If closure motion carried, mover of motion or amendment under debate has right of reply before it is put
- When debate resumes on an amended item, previous speakers cannot speak again (other than mover)
- Adjourned items are to be taken first at the subsequent meeting

Revising the local board Standing Orders
Points of Order (1.6)
- Tams:
  - Point of order relates to the proper conduct (order) of the meeting
- Speaker currently speaking to stop
- Member must state subject matter
- Types:
  - where disorder is drawn to the attention of the chairperson, or
  - use of disrespectful offensive or malicious language, or
  - discussion of a question not before the meeting, or
  - misrepresentation of any statement made by a member or by Auckland Council staff, or
  - the breach of any standing order, or
- If a request that words objected to be recorded in the minutes:
- Contrauction is not a point of order
- Chair may hear further argument before deciding
- Ruling of chair is not open to discussion and is final
- During division needs chair’s permission

Voting (1.3)
- Chair has casting vote
- All voting to be open
- Members may abstain
- Members may request minutes record their vote or abstention
- Voting methods:
  - Voices or show of hands
  - If questioned immediately then division
  - Chair or member can call division at start or after 10 votes/hands.
- If confusion on division - second division taken
- The chair may request staff to restate the motion prior to a division

Meeting quorums and attendance (3)

Quorum (1.1)
- Quorum for local board or joint committee meetings are half of the members if number is even, or majority if number is odd
- Quorum for committee meetings is not fewer than two members, and must include one local board member (in the case of a committee other than a subcommittee)
- Quorum not present at commencement:
  - meeting lapses after 30 minutes,
  - chair can extend this in specific circumstances
- Quorum lost during meeting:
  - meeting lapses after 10 minutes
- Business of lapsed meeting is adjourned to next meeting unless chair calls earlier meeting

Governing body (5)

Governing body input
- Governing body members may provide input at the discretion of the chair
- May speak for up to five minutes
- Chair may prohibit offensive, repetitious or vexatious speech. Or speech that breaches these Standing Orders
- Governing body members can also request to speak as a deputation (when supported by resolution)

Māori input (6)
- Representatives of Māori organisations may provide input at the discretion of the chair
- May speak for up to 10 minutes
- Chair may prohibit offensive, repetitious or vexatious speech. Or speech that breaches these Standing Orders

Public (7)

Exclusion of public (7.4)
- Resolution to exclude the public must be in the specified form
- Must be passed when public are present

Public order (7.5)
- Any member of public likely to prejudice orderly conduct of meeting may be required to leave
- If necessary, any constable or Auckland Council staff may physically remove such person
- Security contractors act under instruction from authorised staff
- See LGOIMA 1987 s50 for full legislation and separate guidance for chairs

Deputations (7.7)
- At the discretion of the chair
- Not more than two members may address meeting (unless have approval of local board for more)
- May speak for 10 minutes
- Chair may terminate presentation if disrespectful, offensive or where statements are made with malice

Public Forum (7.8)
- Time extension, from 30 minutes, can be obtained by vote to suspend standing orders
- Questions in order to obtain information or clarification may be asked with permission of chair
- Cannot be debated unless on the agenda or the process for extraordinary business is used
- Chair may prohibit a speaker from speaking if offensive, repetitious, vexatious or in breach of standing orders
- Where relevant to a committee a matter should be referred to that committee

General (9)

Alteration or suspension of standing orders (9.2.4 and 9.2.5)
- 75 per cent majority vote required
- Resolution to suspend must state reason

Revising the local board Standing Orders
Motions and amendments – example of an amendment that is lost and an amendment that is carried

Original motion
Moved / seconded*

Debate on original motion
Each member may:
• speak once
• propose or second an amendment when speaking*

Amendment lost
Debate on original motion continues. Those who have not spoken to the original motion may:
• speak once
• propose or second a further amendment when speaking*

Original motion is amended

Debate on amendments
Amendment proposed
Moved / seconded*
Each member may speak once to the proposed amendment

Vote
Mover of original motion – right of reply**

Amendment carried
Debate on original motion, as amended, continues. Those who have not spoken to the original motion may:
• speak once to the amended motion (the substantive motion)
• propose or second a further amendment when speaking*

LOST
CARRIED

Notice
* A seconder may second a motion or amendment, and reserve the right to speak.
** The original mover’s right of reply may be used during a debate on an amendment, without a further right of reply.
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1. Meeting procedures

1.1 General

1.1.1 Precedence of business

The minutes of the previous meeting must be confirmed first. Then the chairperson, or the local board or committee on a motion passed without debate, may give precedence to any business in the agenda.

1.1.2 Languages

A member may address the chairperson in English, Māori or New Zealand Sign Language.

However, when the local board or a committee’s business is usually conducted in English, the member must give the chairperson at least two clear working days notice that they intend to make an address in New Zealand Sign Language or in Māori. Providing at least two clear working days notice to the chairperson also applies where normal business is conducted in Māori, and the member wishes to use New Zealand Sign Language or English.

Where practical, Auckland Council will arrange for a translator to be present at these meetings. The chairperson may also require a speech to be translated and printed in English, Māori or another language.

1.1.3 Duration of meetings and time limits

A meeting must not continue for more than six hours from when it starts (including any meal breaks), or after 10.30pm, unless the meeting resolves to continue.

If there is no such resolution, any business on the agenda that has not been dealt with must be adjourned to the next meeting or to an extraordinary meeting.

1.1.4 Requests for reports

Requests for new reports must be made by a resolution of the local board or the appropriate committee.

The chief executive may delay commissioning any reports that would involve significant cost or are beyond the scope of the local board or committee. Instead, the chief executive will report back to the next meeting of the local board or committee with an estimate of the cost involved, and seek a direction on whether the report should still be prepared.

1.2 Chairperson’s role

1.2.1 Local board chairperson to preside

The chairperson of the local board must preside at each meeting of the local board, unless they vacate the chair for all or part of a particular meeting.

If the chairperson is absent from a meeting, the deputy chairperson must act as chairperson. If a deputy chairperson has not been appointed, or if the deputy chairperson is also absent, the members of the local board who are present must elect a member to be chairperson at that meeting. That person may exercise the responsibilities, duties, and powers of the chairperson.

[cf 26(1), (5) & (6), s207, LGA 2002]
1.2.2 **Committees**

The appointed chairperson of a committee must act as chairperson at all committee meetings, unless they vacate the chair for all or part of a particular meeting.

If the chairperson is absent from a meeting, the deputy chairperson (if any) will act as chairperson. If the deputy chairperson is also absent, or has not been appointed, the committee members who are present must elect a member to act as chairperson at that meeting. That person may exercise the responsibilities, duties and powers of the chairperson.

[*cit 26(3), (5) & (6), sch 7, LGA 2002*]

1.2.3 **Mode of address for chairperson**

The person in the chair is to be addressed in such terms as denote the statutory office of that person, the choice of mode of address being as determined by that person.

1.2.4 **Chairperson to decide**

The chairperson is to decide all questions where these standing orders make no provision or insufficient provision, and all points of order (see Standing Order 1.4.5 for chairperson’s rulings on points of order).

Any member who refuses to obey a chairperson’s ruling or order must be held to be in contempt.

1.2.5 **Chairperson rising**

Whenever the chairperson rises during a debate, members must be seated and be silent so that they can hear the chairperson without interruption.

1.2.6 **Members’ right to speak**

The chairperson grants members the right to speak.

Members must address the chairperson when speaking. They may remain seated when speaking, and may not leave their place while speaking, unless they have the leave of the chairperson.

1.2.7 **Chairperson prioritises speakers**

When two or more members want to speak, the chairperson will name the member who may speak first, with the proviso that the other members who wanted to speak must have precedence when they intend to:

a) raise a point of order, including a request to obtain a time extension for the previous speaker (see Standing Order 1.6);
b) move a motion to close or adjourn the debate (see Standing Order 1.7);
c) make a point of explanation or request an indulgence of the chairperson (see standing orders 1.5.3 and 1.5.4).

1.2.8 **Questions to staff during debate**

During a debate at a local board or committee meeting, members can ask staff questions about the matters being discussed. Questions must be asked through the chairperson, and are at their discretion.
1.3 **Members' conduct**

1.3.1 **Disrespect**

No member of the local board or a committee may speak disrespectfully, or use offensive or malicious language at any meeting - including in reference to the local board or committee, any other member, or Auckland Council staff.

In addition, no member may imply that any other member or staff member has improper motives, or make offensive remarks about their private affairs.

1.3.2 **Retractions and apologies**

The chairperson may call upon a member or speaker to withdraw any offensive or malicious comments, and may require them to apologise. If the member refuses to do so, the chairperson may direct that they should leave the meeting immediately for a specified time.

1.3.3 **Calling to order**

When the chairperson calls members to order, they must be seated and stop speaking. If the members fail to do so, the chairperson may direct that they should leave the meeting immediately for a specified time.

1.3.4 **Disorderly conduct**

The chairperson may require any member whose conduct is disorderly or who is creating a disturbance to leave the meeting immediately for a specified time.

If the disorder continues, the chairperson may adjourn the meeting for a specified time. At the end of this time the meeting must resume and decide, without debate, whether the meeting should proceed or be adjourned.

The chairperson may also adjourn the meeting if other people cause disorder or in the event of an emergency.

[Note: Also refer to Standing Order 1.3.6 Removal from meeting]

1.3.5 **Contempt to be recorded in minutes**

Where the meeting resolves to find a member in contempt, that resolution must be recorded in the minutes.

1.3.6 **Removal from meeting**

A member of the police, or staff of Auckland Council, may, at the request of the chairperson, remove or exclude a member from a meeting if that member is required to leave the meeting by a ruling made under the standing orders and that member:

a) refuses or fails to leave the meeting; or

b) having left the meeting, attempts to re-enter the meeting without the permission of the chairperson.

[cl 16(2), sch 7, LGA 2002]

[Note: Also refer to Standing Order 1.3.4 Disorderly conduct]

1.3.7 **Financial interests**

Every member present at a meeting must declare any direct or indirect financial interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.

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No member may vote on, or take part in a discussion about, any matter in which they have a direct or indirect financial interest. Where practical, members with a financial interest should leave the meeting room for the duration of the discussion. If it is not practical to leave the room, at a minimum, members must leave the table for the duration of the discussion.

The minutes must record any declarations of financial interests, and the member’s abstention from the discussions and voting on the matter.

[56(t), Local Authorities (Members’ Interests) Act 1968]

1.3.8 Non-financial interests

Where a member declares a non-financial interest in any matter, the member may decide whether that matter constitutes a conflict.

If the member considers that there is a conflict, they may not take part in the discussions about or vote on that matter. The member must leave the table when the matter is considered, but does not need to leave the room.

The minutes must record the declaration and member’s subsequent abstention from discussion and voting.

1.4 Qualified privilege

1.4.1 Qualified privilege relating to agenda and minutes

Where all or part of a meeting of the local board or its committees is open to the public, and a member of the public is supplied with a copy of the agenda or any part of the minutes for that meeting, the publication of any defamatory matter included in the agenda or in the minutes is privileged - unless the publication is proved to have been made with ill will or taking improper advantage of the publication.

[52, LGOIMA 1987]

1.4.2 Qualified privilege relating to oral statements

Any oral statement made at any meeting of the local board or its committees, in accordance with the rules that have been adopted by that local board for the guidance and order of its proceedings, is privileged - unless the statement is proved to have been made with ill will or taking improper advantage of the publication.

[53, LGOIMA 1987]

1.4.3 Qualified privilege additional to any other provisions

The privilege conferred by Standing Order 1.4.2 is in addition to, and not in substitution for, or derogation of any other privilege, whether absolute or qualified, that applies, by virtue of any other enactment or rule of law, to the proceedings of any meeting.

[53, LGOIMA 1987]
1.5 **Rules of debate**

1.5.1 **Time limits on speakers**

The following time limits apply to members speaking at meetings:

a) motions of motions when speaking to the motion – 10 minutes
b) motions of motions when exercising their right of reply – 5 minutes
c) other members – not more than five minutes.

Time limits can be extended by a majority vote of the members present.

1.5.2 **Member speaking more than once**

A member may not speak more than once to a motion or amendment. This Standing Order does not apply to meetings of committees or subcommittees.

1.5.3 **Personal explanation**

Notwithstanding Standing Order 1.5.2 members may make a personal explanation with the permission of the chairperson, but such matters may not be debated.

1.5.4 **Explanation of previous speech**

Notwithstanding Standing Order 1.5.2, with the permission of the chairperson, explanation of some material part of a previous speech in the same debate may be given by a member who has already spoken, but new matters may not be debated.

1.5.5 **Limitation on speakers**

If three speakers have spoken consecutively in support of or in opposition to a motion or amendment, the chairperson may call for a speaker to the contrary.

If no such speaker is forthcoming, and after the mover has had the right of reply, the motion must be put.

Members speaking must, if requested by the chairperson, announce whether they are speaking in support of or against the motion or amendment being debated.

1.5.6 **Reserving speech**

A member may second a motion or amendment without speaking to it, reserving the right to speak later in the debate.

1.5.7 **Reading speeches**

Members must not read speeches, except with the permission of the chairperson. They may, however, refresh their memory by referring to their notes.

1.5.8 **Speaking only to relevant matters**

Members may speak to any matter before the meeting, or on a motion or amendment they propose, or on a point of order arising out of debate, but not otherwise.

Members must confine their remarks strictly to the motion or amendment they are speaking to. They must not introduce irrelevant matters or repeat themselves needlessly.

The chairperson’s ruling on matters arising under this Standing Order is final and not open to challenge.
1.5.9 **Restating motion**

A member may ask the chairperson to restate the motion at any time during the debate, but may not interrupt a speaker.

1.5.10 **Reflections on resolutions**

In speaking in any debate, no member may unduly criticise the validity of any resolution of the local board or committee except by a notice of motion to amend or revoke the same.

1.5.11 **Objecting to words**

When a member objects to any words used by another member in speech, and requests the minutes record their objection, they must object when the words are used and not after any other member has spoken.

The chairperson must order the minutes to record the objection.

1.5.12 **Right of reply**

The mover of an original motion has a right of reply. A mover of an amendment to the original motion does not.

In their reply, the mover must confine themselves to answering previous speakers and not introduce any new matters.

A mover’s right of reply can only be used once. It can be exercised either at the end of the debate on the original motion or at the end of the debate on a proposed amendment. The original mover’s right of reply is then exhausted, although they may still take part in the debate on any subsequent proposed amendments.

However, the original mover may reserve their right of reply and speak once to an original motion and once to each amendment without losing that right of reply.

In exercising a right of reply, no other member may speak:

a) after the mover has started their reply
b) after the mover has indicated that they want to forego this right
c) where the mover has spoken to an amendment to the original motion, and the chairperson has indicated that they intend to put the motion.

1.6 **Motions and amendments**

1.6.1 **General procedure for speaking and moving motions**

In relation to a debate at a local board meeting, each member may:

a) move or second one motion or amendment only
b) speak once to the original motion or substituted motion
c) speak once to each amendment.

This section does not apply to committees or subcommittees.

[Refer to diagram at front of these standing orders, and standing orders 1.6.7 Amendments to motions, 1.6.11 Lost amendments, 1.6.12 Where amendments carried]
1.6.2 **Requirement for a seconder**

All motions and amendments moved in debate (including notices of motion) must be seconded, and thereupon the chairperson shall state the matter raised and propose it for discussion.

1.6.3 **Motions and amendments not seconded**

Motions and amendments which are proposed but not seconded are not in order and are not entered in the minutes.

1.6.4 **Motions in writing**

The chairperson may require movers of motions and amendments to provide them in writing, signed by the mover.

1.6.5 **Motions expressed in parts**

The chairperson or any member can require a motion that has been expressed in parts, to be decided part by part.

1.6.6 **Substituted motion by amendment**

Where a motion is subject to an amendment, the meeting may substitute the motion with the amendment, provided the mover and seconder of the original motion agree to its withdrawal.

All members may speak to the substituted motion.

1.6.7 **Amendments to motions**

Only members who have not moved or seconded or spoken to the original (or substituted) motion may move or second an amendment to it. All members may speak to the amendment.

The exception is where the mover or seconder of a motion to adopt a report of a committee wants to amend an item in the report. In these circumstances, the original mover or seconder may also propose or second the suggested amendment.

1.6.8 **Amendments relevant**

Every proposed amendment must be relevant to the motion under discussion and not be in similar terms to an amendment which has been lost.

1.6.9 **Direct negatives not allowed**

Any amendment which amounts to a direct negative is not allowed. Direct negatives are amendments which, if carried, would have the same effect as negating the motion.

1.6.10 **Further amendments**

The meeting must dispose of an amendment before any further amendments can be proposed. However, members may notify the chairperson that they intend to move further amendments and the nature of their content.

1.6.11 **Lost amendments**

Where an amendment is lost, the meeting will resume the debate on the original (or substituted) motion. Any member who has not spoken to that motion may speak to it and may move or second a further amendment.[Also note requirements in Standing Order 1.6.7 Amendments to motions].

Movers and seconders of previous amendments are regarded as having spoken to the motion only
and are entitled to speak to the new amendment, but are not entitled to move or second the new amendment.

1.6.12 Where amendment carried

Where an amendment is carried, the motion as amended becomes the substantive motion. Any member, other than previous movers or seconders in the debate and members who have spoken to the original (or substituted) motion, may then propose a further amendment. [Also note requirements in Standing Order 1.6.7 Amendments to motions].

1.6.13 Procedure until resolution

The procedures in Standing Orders 1.6.6 to 1.6.12 must be repeated until a resolution is adopted or defeated.

1.6.14 Withdrawal of motions and amendments

Once motions or amendments have been seconded and put to the meeting by the chairperson, they cannot be withdrawn without the consent of the majority of the members present and voting.

A motion to which an amendment has been moved and seconded cannot be withdrawn until the amendment is withdrawn or lost.

1.6.15 No speakers after reply or motion has been put

A member may not speak to any motion once:
   a) the mover has started their right of reply in relation to the motion
   b) the chairperson has started putting the motion.

1.7 Procedural motions

1.7.1 Procedural motions to close or adjourn a debate

Any member who has not spoken in a debate may move one of the following procedural motions to close or adjourn a debate:
   a) that the meeting be adjourned to the next ordinary meeting (unless the member states an alternative time and place)
   b) that the motion under debate should now be put (a closure motion)
   c) that the item being discussed should be adjourned to a specified time and place
   d) that the meeting should move directly to the next item, replacing the item under discussion
   e) that the item being discussed should lie on the table, and not be further discussed at that meeting
   f) that the item being discussed should be referred (or referred back) to the local board or relevant committee.

A member seeking to move a procedural motion must not interrupt another member who is already speaking.

1.7.2 Procedural motions take precedence

A procedural motion to close or adjourn a debate will take precedence over other business, other than points of order. If the procedural motion is seconded, the chairperson must put it to the vote immediately, without discussion or debate.
1.7.3 Voting on procedural motions to close or adjourn debate

Procedural motions to close or adjourn debate must be decided by a majority of all members who are present and voting.

If the motion is lost, no member may move a further procedural motion to close or adjourn the debate within the next 15 minutes.

1.7.4 Debate on adjourned items

When debate resumes on items of business that have been previously adjourned, the member who moved the adjournment may speak first in the debate. Members who have already spoken in the debate may not speak again.

1.7.5 Remaining business at adjourned meetings

Where a resolution is made to adjourn a meeting, the remaining business is not replaced. Instead, the remaining business will be considered first at the next ordinary meeting, or at an extraordinary meeting called to consider any or all of the remaining business.

1.7.6 Referral or referred back to committee

Business referred, or referred back, to a specified committee is to be considered at the next meeting of that committee, unless otherwise specified.

1.7.7 Chairperson may accept closure motions

The chairperson may accept a closure motion if there have been no less than two speakers for and two speakers against the motion, or if there are no such speakers, in the chairperson’s opinion, it is reasonable to do so.

1.7.8 Closure motion to be put if no further speaker

Notwithstanding Standing Order 1.7.7 a closure motion shall be put if there is no further speaker in the debate.

1.7.9 Closure motion on amendment

When an amendment to a motion is under debate, a closure motion relates to the amendment and not to the motion.

1.7.10 Right of reply following closure

If a closure motion is carried, the mover of the motion or amendment then under debate is entitled to the right of reply, and the motion or amendment under debate is then to be put.

1.7.11 Suspension of standing orders

A member may move a motion to suspend standing orders as a procedural motion. The member must name the standing orders to be suspended and provide a reason for suspension. If seconded, the chairperson must put it without debate. At least 75 per cent of the members present and voting must vote in favour of the suspension. The resolution must state the reason for the suspension. (Also see Standing Order 9.2.4)

1.7.12 Other types of procedural motions

The chairperson has discretion about whether to allow any other procedural motion that is not contained in these standing orders.
1.8 **Points of order**

1.8.1 Members may raise points of order

Any member may raise a point of order when they believe these standing orders have been breached. When a point of order is raised, the member who was previously speaking must stop speaking and sit down (if standing).

1.8.2 **Subjects for points of order**

A member who is raising a point of order must state precisely what its subject is. Points of order may be raised for the following subjects:

a) disorder – bringing disorder to the attention of the chairperson
b) language – use of disrespectful, offensive or malicious language
c) irrelevance – the topic being discussed is not the matter currently before the meeting
d) misrepresentation – misrepresentation of any statement made by a member or Auckland Council staff
e) breach of standing order – the breach of any standing order
f) record words – a request that the minutes record the words objected to.

1.8.3 **Contradictions**

Expressing a difference of opinion or contradicting a statement by a previous speaker does not constitute a point of order.

1.8.4 **Point of order during division**

No point of order may be raised during a division except by the permission of the chairperson.

1.8.5 **Decision of chairperson final**

The chairperson may decide on any point of order immediately after it has been raised by any member, or may first hear further argument before deciding.

The ruling of the chairperson upon any point of order is not open to any discussion and is final.

1.9 **Voting**

1.9.1 **Decisions by majority vote**

Unless the Local Government Act 2002 or these standing orders provide otherwise, any act or questions coming before the local board or its committees must be done or decided on by an open vote by the majority of the members who are present and voting.

[(cl 241) & (3), sch 7, LGA 2002]

1.9.2 **Chairperson has casting vote**

The chairperson or other person who is presiding at the meeting has a deliberative vote and, in cases where the votes are equal, has the casting vote.

[(cl 244), sch 7, LGA 2002]

1.9.3 **Members may abstain**

Any member may abstain from voting.
1.9.4 Method of voting

The method of voting must be one of the following:
   a) the chairperson, in putting the motion, will call for an expression of opinion on the voices or take a show of hands. The chairperson then announces the result, which is conclusive, unless a member immediately questions the announcement, in which case the chairperson will call a division
   b) the chairperson or any member will call for a division instead of, or immediately after, receiving an opinion on the voices or taking a show of hands
   c) an electronic voting system, if available, will be used and the chairperson must declare the result displayed.

1.9.5 Divisions

When a division is called, the chief executive or their nominee must take down the names of the members voting for and against the motion and of those abstaining, and will hand the list to the chairperson to declare the result. The minutes must record the result of the division.

Where there is confusion or error in the original division, the chairperson may call a second division.

1.9.6 Restating the motion

The chairperson may, immediately prior to any division being taken, request staff supporting the meeting to restate the motion upon which the division is to be taken.

1.9.7 Members may have their votes recorded

If a member requests it, immediately following a vote, the minutes must record the member's vote or abstention.

1.10 Revocation or alteration of resolutions

1.10.1 Revocation or alteration of resolutions

A notice of motion for the revocation or alteration of all or part of a previous resolution of the local board or a committee is to be given to the chief executive by the member intending to move such a motion.
   a) Such notice must set out:
      i. the resolution or part thereof which is proposed to be revoked or altered
      i. the meeting date when it was passed
      ii. the motion (if any) that is intended to be moved in substitution thereof.
   b) Such notice is to be given to the chief executive at least seven clear working days before the meeting at which it is proposed to consider such a motion, and must be signed by not less than one third of the members of the local board or the committee who made the previous resolution, including vacancies.
   c) The chief executive or their nominee must then give members at least two clear working days' notice in writing of the intended motion, and of the meeting at which it is proposed to move such motions.

1.10.2 Restrictions on actions under the affected resolution

Where a member has given a notice of motion to revoke or alter a previous resolution, no irreversible action may be taken under the resolution in question until the proposed notice of motion has been dealt with.
Exceptions are where, in the opinion of the chairperson:

a) the practical effect of delaying actions under the resolution would be the same as if the resolution had been revoked;
b) by reason of repetitive notices, the effect of the notice is an attempt by a minority to frustrate the will of the local board or the committee or sub-committee that made the previous resolution.

In either of these situations, action may be taken under the resolution as though no notice of motion had been given to the chief executive.

1.10.3 Revocation or alteration by resolution at same meeting

A meeting may revoke or alter a previous resolution made at the same meeting where, during the course of the meeting, it receives fresh facts or information concerning the resolution. In this situation, 75 per cent of the members present and voting must agree to the revocation or alteration.

1.10.4 Revocation or alteration by recommendation in report

The local board or one of its committees may, on a recommendation in a report by the chairperson or chief executive, or the report of any committee or subcommittee, revoke or alter all or part of a resolution passed by a previous meeting.

The chief executive must give at least two clear working days’ notice of any meeting that will consider such a proposal, accompanied by details of the proposal.

1.11 Voting systems for appointments

1.11.1 Provisions for election or appointment of chairperson and deputy chairperson of the local board and committees and representatives of the local board

In the case of elections or appointments to positions, the local board (or a committee, if so directed by the local board) must determine by resolution that a person be elected or appointed by using one of the following systems of voting:

System A

a) requires that a person is elected or appointed if they receive the votes of a majority of the members of the local board or committee present and voting

b) has the following characteristics:

i. there is a first round of voting for all candidates

ii. if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded

iii. if no candidate is successful in the second round there is a third and if necessary subsequent round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded

iv. in any round of voting, if two or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

System B

a) requires that a person is elected or appointed if they receive more votes than any other candidate

b) has the following characteristics:

i. there is only one round of voting

ii. if two or more candidates tie for the most votes, the tie is resolved by lot.

[cf 26, ssa 7, LCA 2002]
2. Holding meetings

2.1 Legal requirement to hold meetings and inaugural meeting

2.1.1 Legal requirement to hold meetings

The local board must hold meetings that are necessary for the good government of Auckland.

Meetings must be called and conducted in accordance with:

a) Schedule 7 of the Local Government Act 2002
b) Part VII of the Local Government Official Information and Meetings Act 1987
c) these standing orders.

[c(19(1)) & (3), sch 7, LGA 2002]

2.1.2 Inaugural meeting called by chief executive

The inaugural meeting of the local board following a triennial general election of members must be called by the chief executive or nominee as soon as practicable after the results of the election are known.

The chief executive must give the persons elected to the local board not less than seven days’ notice of the meeting. However, if an emergency exists, the chief executive may give notice of the meeting as soon as practicable.

The chief executive (or, in the absence of the chief executive, a nominee) must chair the meeting until the incoming members have made and attested the declaration required under clause 14 of Schedule 7 of the Local Government Act 2002 and a chairperson has been elected.

[c(21(1)-(4), sch 7, LGA 2002]

2.1.3 Business to be conducted at inaugural meeting

The business that must be conducted at the inaugural meeting of the local board must include:

a) the making and attesting of the declarations required of the members under clause 14 of Schedule 7 of the Local Government Act 2002
b) the election of the chairperson of the local board
c) a general explanation, given or arranged by the chief executive, of:
   i. the Local Government Official Information and Meetings Act 1987
d) the fixing of the date and time of the first meeting of the local board, or the adoption of a schedule of meetings
e) the election of the deputy chairperson of the local board.

[c(21(5), sch 7, LGA 2002]
2.2 Giving Notice

2.2.1 Notice for members

The chief executive must give notice in writing to each member of the local board or its committees of the time and place of any meeting.

Notice must be given at least 14 days before the meeting, unless Auckland Council has adopted a schedule of meetings, in which case notice must be given at least 14 days before the first meeting on the schedule.

[cl 19(5), sch 7, LGA 2002]

2.2.2 Members’ addresses

Local board members must give the chief executive a residential, business or other address within the Auckland Council area (and, if they wish, a fax number or email address), where notices and other materials relating to meetings and local board business can be sent.

2.2.3 Meeting schedules

Where the local board adopts a meeting schedule:

a) the schedule may cover any period that Auckland Council considers appropriate
b) the schedule may be amended
c) notification of the schedule, or an amendment to it, will constitute notification of every meeting on the schedule or the amendment.

[cl 19(6), sch 7, LGA 2002]

2.2.4 Meetings not invalid because notice not received

Where a member did not receive notice of a meeting, or did not receive it in good time, the meeting is not invalid - unless the person responsible for giving notice is proved to have acted in bad faith or without reasonable care and the member concerned did not attend the meeting.

A member may waive the need to be given notice of a meeting.

[cl 20, sch 7, LGA 2002]

2.2.5 Cancellation of scheduled meetings

If it is necessary to cancel a scheduled meeting, all reasonable effort shall be taken to notify members and the public as soon as practicable of the cancellation and of the reasons for the cancellation.

A scheduled meeting shall be canceled by the chairperson of the local board or committee in consultation with the chief executive or their nominee.

2.3 Extraordinary meetings

2.3.1 Extraordinary meetings may be called

An extraordinary meeting may be called by:

a) a resolution of the local board or committee of the local board; or
b) a requisition in writing delivered to the chief executive and signed by:
   i. the chairperson; or
   ii. not less than one third of the total membership of the local board (including vacancies) or the appropriate committee.
The resolution or requisition must specify the time and place at which the meeting is to be held and the general nature of the business to be brought before the meeting.

[cf 22(1), sch 7, LGA 2002]

2.3.2 Notification of extraordinary meetings to members

The chief executive must give members at least three clear working days’ written notice of the time, place and general nature of the business of an extraordinary meeting. The notice period may be reduced where a resolution is made to this effect, but may not be less than 24 hours.

[cf 22(3), sch 7, LGA 2002]

2.3.3 Calling an extraordinary meeting at earlier time

The chairperson, or if they are unavailable, the chief executive, may call a meeting for an earlier time if this is necessary to deal with the business.

The person calling such a meeting (or another person on their behalf) must give each member and the chief executive notice of the time and place of the meeting and the matters in respect of which the meeting is being called, by whatever means is reasonable in the circumstances, at least 24 hours before the meeting.

[cf 22(2) & (4), sch 7, LGA 2002]

2.4 Agendas and meeting materials

2.4.1 Agenda to be sent to members

The chief executive must prepare an agenda for each meeting setting out the items the meeting will consider.

The chief executive must send the agenda to every member at least two clear working days before the day of the meeting, except where the meeting is an extraordinary meeting.

The chief executive may send the agenda and other materials relating to the meeting or other Auckland Council business, to members by electronic means.

See Appendix D for further information about how business is placed on an agenda.

2.4.2 Order of business

A meeting will deal with business in the order given on the agenda, unless the meeting or the chairperson decides to give precedence to any business.

Committees and subcommittees do not have a default order of business. The usual order of business for ordinary meetings of the local board is as set out below:

Open section
1) Welcome
2) Apologies
3) Declarations of interest
4) Confirmation of minutes
5) Leave of absence
6) Acknowledgements
7) Petitions
8) Deputations
9) Public forum
10) Extraordinary business
11) Notices of motion
12) Reports
13) Governing body input
14) Chairpersons report
15) Members reports
16) Consideration of extraordinary business items

Public excluded section
17) Reports

Where there are no items of business for a particular category given in the order, it does not need to appear on the agenda.

The order of business for an inaugural or extraordinary meeting should be limited to items that are relevant to the purpose of the meeting. The chairperson may allow governing body, Māori and public input that is relevant to the purpose of the meeting.

2.4.3 Status of agenda

No one may take any matter on a meeting agenda to be Auckland Council policy until it has been adopted by the relevant decision-maker/decision-making body at Auckland Council.

2.4.4 Public excluded items

The chief executive must place in the public-excluded section of the agenda any items that they reasonably expect the meeting to consider with the public excluded. The public excluded section of the agenda must indicate the subject matter of the item and the reason the public are excluded.

[46A and 49, LGOIMA 1987]

2.4.5 Urgent items not on the agenda may be dealt with (extraordinary business)

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

a) the local board or committee 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.

Extraordinary business may be brought before the meeting by a report from either the chief executive or the chairperson. Where the matter is so urgent that a written report is not practical, the report may be verbal.

[45A(7), LGOIMA 1987]

2.4.6 Discussion on minor matters not on the agenda

A meeting may discuss an item that is not on the agenda, if it is a minor matter relating to the general business of Auckland Council and the chairperson (or presiding member) explains at the beginning of the public part of the meeting that the item will be discussed.
The meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

Whether or not a minor matter of extraordinary business may be discussed at a meeting is at the discretion of the chairperson.

[45A(7) & (7A) LOOMA 1987]

2.4.7 Chairperson’s report

The chairperson may, by way of report, bring any matter to the attention of a meeting of the local board or its committees that is within their role or function to consider.

2.5 Notices of motion

2.5.1 Notices of motion to be in writing

Notices of motion must:
   a) be in writing signed by the mover
   b) state the meeting at which it is proposed that the notice of motion be considered
   c) be delivered to the chief executive or their nominee at least seven clear working days before such meeting.

[See also Standing Order 1.10.1]

2.5.2 Notice to be seconded

The notice of motion delivered to the chief executive must be signed by another member of the meeting as a seconder, unless Standing Order 1.10.1 applies.

2.5.3 Referral of notices of motion to committees

Any notice of motion referring to any matter ordinarily dealt with by a committee of the local board may be referred to that committee by the chief executive. Where such notices are so referred, the mover of the motion shall, if not a member of that committee, have the right to move that motion, and of reply, as if a committee member.

2.5.4 Refusal of notice

The chairperson may direct the chief executive to refuse the notice if it is:
   a) disrespectful, or contains offensive language or malicious statements
   b) not related to the role or functions of the local board or the relevant committee
   c) ambiguous, or states fact or opinion that cannot form part of an effective resolution, and the mover has declined to comply with requirements of the chief executive
   d) concerned with matters that are already on the agenda.

The chief executive must let the member who is proposing the motion know the reason it has been refused.

[See also Standing Order 2.5.6 for rejections of repeat notices.]

2.5.5 Mover of notice of motion

Notices of motion may not proceed in the absence of the mover, unless moved by another member authorised in writing by the mover to do so.

2.5.6 Alteration of notice of motion
A notice of motion may only be altered by the mover with the consent of the meeting.

2.5.7 **When notices of motion lapse**

Notices of motion not moved, on being called for by the chairperson, shall lapse.

2.5.8 **Repeat notices**

The chairperson may direct the chief executive to refuse any notice that they consider:

a) has substantially the same purpose and effect as one that the local board or a committee has rejected within the previous six months, unless one-third of all members (including vacancies) have signed the new notice

b) is to the same effect as a notice of motion that the local board or a committee has considered twice and rejected within the previous six months

c) is to the same effect as a notice of motion already adopted and that still stands.
3. Meeting quorums and attendance

3.1 Quorums

3.1.1 Definition of quorum for local board or joint committee meetings

The quorum at a meeting of the local board or joint committee consists of:

a) half of the members if the number of members (including vacancies) is even; or
b) a majority of members if the number of members (including vacancies) is odd.

[c18(3)(a) & 30A(8), sch 7, LGA 2002]

3.1.2 Definition of quorum for local board committee meetings

The quorum at a meeting of a committee or subcommittee:

a) is not fewer than two members of that committee or subcommittee (as determined by the local board that appoints the committee or the committee that appoints the subcommittee); and
b) in the case of a committee other than a subcommittee, must include at least one member of the local board.

[c18(3)(b), sch 7, LGA 2002]

3.1.3 Requirement for a quorum

A meeting is constituted where a quorum of members is present, whether or not they are all voting or entitled to vote. In order to conduct any business at a meeting, a quorum of members must be present for the whole time that the business is being considered.

[c18(1) & (2), sch 7, LGA 2002]

3.1.4 Meeting lapses where no quorum

A meeting must lapse and the chairperson vacate the chair if a quorum is not present within 30 minutes of the start of the meeting.

The chairperson may extend the time that the meeting will wait for a quorum by up to 10 minutes in situations where members are known to be travelling to the meeting, but are delayed due to unusual weather or traffic congestion.

Where a meeting lapses because there is no quorum, this will be recorded in the minutes, along with the names of the members who attended.

3.1.5 Business from lapsed meetings

Where a meeting lapses, the remaining business will be adjourned until the next ordinary meeting, unless the chairperson sets an earlier meeting and this is notified by the chief executive.

3.1.6 Lapses after meeting starts

The business of the meeting will be suspended where, after a meeting starts, a member or members leave and there is no longer a quorum. If the quorum is not made up within 10 minutes, the rest of the meeting must lapse and the chairperson vacates the chair.

Any remaining business on the agenda that has not been dealt with must be adjourned to the next meeting or to an extraordinary meeting.
3.2 **Attendance**

3.2.1 **Right to attend meetings**

Any member of the local board or its committees has the right to attend any local board or committee meeting, unless they are lawfully excluded.

[*cl 19(2), sch 7, LGA 2002*]

3.2.2 **Granting leave of absence**

The local board may grant leave of absence to a member from its meetings or those of its committees, upon application by the member.

The granting of a leave of absence may be delegated to the chairperson of the local board to protect the privacy of the member applying.

Meeting minutes will record that a member has leave of absence for that meeting, but not the length of the leave.

3.2.3 **Apologies at meetings**

If a member has not obtained leave of absence, an apology may be tendered on behalf of the member and the apology may be accepted or declined by the local board or the relevant committee.

Acceptance of the apology shall be deemed to be a granting of leave of absence for that meeting.

3.2.4 **Recording apologies**

The chairperson must invite apologies at the beginning of each meeting, including apologies for lateness and early departure. These shall be recorded in the minutes, including whether they were accepted or declined and the time of arrival and departure of all members.

3.2.5 **Absence without leave**

An extraordinary vacancy is created where any member is absent without leave of the local board from four consecutive meetings other than extraordinary meetings of the local board.

[*cl 5, sch 7, LGA 2002*]

3.3 **Electronic attendance**

3.3.1 **Attendance by electronic link**

Provided the conditions in these standing orders are met, members of the local board or its committees have the right to attend meetings by means of an electronic link, unless they have been lawfully excluded.

[*cl 25A(1) & 27(5)(a), sch 7, LGA 2002*]

3.3.2 **Member’s status – quorum and vote**

Members who attend meetings by electronic link will not be counted as present for the purposes of a quorum.

However, if the meeting otherwise has a quorum, then the member attending by electronic link can vote on any matters raised at the meeting.

[*cl 25A(4), sch 7, LGA 2002*]
3.3.3 **Conditions for attending by electronic link**

The local board or its committees may give approval for a member to attend meetings by electronic link, either generally or for a specific meeting. Situations where approval can be given are:

a) where the member is representing the council at a place that makes their physical presence at the meeting impossible or impracticable

b) to accommodate the member’s illness or infirmity

c) in emergencies.

The member who is seeking to attend by electronic link may not take part in the vote to give approval. The only exception is where there is an emergency, in which case the member seeking to attend by electronic link can take part in the vote.

[c(25A(1) & 27(5)(b), sch 7, LGA 2002]

3.3.4 **Request to attend by electronic link**

Where possible, a member will give the chairperson of the local board or its committees and the chief executive at least two clear working days’ written notice, where they want to attend a meeting by electronic link. Where, because of illness or emergency, this is not possible, the member may give less notice.

Where such a request is made, the chief executive must take reasonable steps to enable the member to attend by electronic link. However, Auckland Council has no obligation to make the technology for an electronic link available.

If the member’s request cannot be accommodated, or there is a technological issue with the link, this will not invalidate any acts or proceedings of the local board or its committees.

[c(25A(1), (5) & 27(5), sch 7, LGA 2002]

3.3.5 **Chairperson’s duties**

Where a member is attending a meeting by electronic link, the chairperson must ensure that:

a) the technology for the link is available and of suitable quality

b) procedures for using the technology in the meeting will ensure that:

i. everyone participating in the meeting can hear each other

ii. the member’s attendance by electronic link does not reduce their accountability or accessibility in relation to the meeting

iii. the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 are met

iv. the requirements in these standing orders are met.

[c(25A(1) & (3), sch 7, LGA 2002]

3.3.6 **Chairperson may terminate link**

The chairperson may direct that an electronic link should be terminated where:

a) use of the link is increasing, or may unreasonably increase, the length of the meeting

b) the behaviour of the members using the link warrants it, including the style, degree and extent of interaction between them

c) it is distracting to the members who are physically present at the meeting

d) the quality of the link is no longer suitable.
3.3.7 Giving or showing a document

A person attending a meeting by electronic link may give or show a document by:

a) transmitting it electronically
b) using the electronic link
c) any other manner that the chairperson thinks fit

[cl 25A(6), sch 7, LGA 2002]

3.3.8 Link failure

Where an electronic link fails, or there are other technological issues that prevent a member who is attending by link from participating in a meeting, that member must be deemed to be no longer attending the meeting:

[cl 25A(7), sch 7, LGA 2002]

3.3.9 Confidentiality

A member who is attending a meeting by electronic link must ensure that the meeting’s proceedings remain confidential during any times that the public are excluded. At such times, the chairperson may require the member to confirm that no unauthorised people are able to view or hear the proceedings.
4. Committees and subcommittees

4.1 General

4.1.1 Appointment of committees and subcommittees

The local board may appoint committees that it considers appropriate.

A committee may appoint the subcommittees that it considers appropriate, unless it is prohibited from doing so by the local board.

[ci 30 (1) & (2), sch 7, LGA 2002]

4.1.2 Committees subject to direction of the local board

A committee is subject in all things to the control of the local board, and must carry out all general and special directions of the local board that relate to the committee/other body or its affairs.

A subcommittee is subject in all things to the control of the committee that appointed it, and must carry out all general and special directions of the committee that relate to the subcommittee or its affairs.

Nothing in this standing order entitles the local board or committee to rescind or amend a decision made under a delegation, which authorises the making of a decision by a committee, or a subcommittee.

[ci 30(3), (4) & (6), sch 7, LGA 2002]

4.1.3 Discharge or reconstitution of committees or subcommittees

Unless expressly provided otherwise in an Act:

a) the local board may discharge or reconstitute a committee or subcommittee;

b) a committee may discharge or reconstitute a subcommittee.

At the end of each term, a committee or subcommittee is (unless the local board resolves otherwise) deemed to be discharged on the coming into office of the members of the local board elected or appointed at or following the triennial general election.

[ci 30(5)(b), sch 7, LGA 2002]

4.1.4 Proceedings not invalidated by vacancies or irregularities

An act or proceeding of the local board or committee, or of a person acting as a member of the local board or committee, is not invalidated by:

a) a vacancy in the membership of the local board or committee at the time of that act or proceeding; or

b) the subsequent discovery of:

i. some defect in the election or appointment of the person acting as a member of the local board or committee; or

ii. that person was or is incapable of being a member.

[ci 29, sch 7, LGA 2002]

4.2 Membership of committees and subcommittees

4.2.1 Appointment or discharge of committee members and subcommittee members
4.2.2 Appointed members on committees and subcommittees

The members of a committee or subcommittee may, but need not be, elected members of the local board. The local board or committee may appoint to a committee or subcommittee a person who is not a member of the local board if, in the opinion of the local board or the committee, that person has the skills, attributes or knowledge that will assist the work of the committee or subcommittee.

At least one member of a committee must be an elected member of the local board. Auckland Council staff acting in the course of their employment may not act as a member of any committee unless that committee is a subcommittee.

The Independent Māori Statutory Board must appoint a maximum of two people to sit as members of committees that deal with the management and stewardship of natural and physical resources.

4.2.3 Minimum numbers on committees and subcommittees

The minimum number of members is three for a committee, and two for a subcommittee.

4.2.4 Chairperson ex-officio committee member

The chairperson of the local board may be appointed an ex-officio member of any committee other than a quasi-judicial committee.

4.2.5 Members attendance at all committee meetings

Except when a committee is performing a judicial or quasi-judicial function, any member of the local board may:

a) attend any meeting of any committee
b) put a question to the chairperson to elicit information
c) take part in the discussion of the committee meeting.

A member of the local board, who is not a member of the committee, may not vote on any matter before the committee.

When a committee is performing any judicial or quasi-judicial function, a member of the local board who is not a member of the committee shall not be entitled to take any part in the proceedings by virtue of their office.

While a committee is deliberating its decision on any matter in the performance of any judicial or quasi-judicial function, no member of the local board shall be entitled to be present unless:

a) they are a member of the committee; and
b) where the committee is conducting an oral hearing of the matter on which it is deliberating, the member was present throughout the course of that hearing.

[cl 31(1) & (2), sch 7, LGA 2002]

[cl 31(3) & (4), sch 7, LGA 2002]

[ss 85, Local Government (Auckland Council) Act 2009]
4.3 Joint committees

4.3.1 Appointment of joint committee
The local board may appoint a joint committee with another local board, the governing body, another local authority, or other public body.
[cl 30(1) & 30A, sch 7, LGA 2002]

4.3.2 Status of joint committees
A joint committee is deemed to be both a committee of the local board and a committee of the other local board, governing body, local authority or other public body.
[cl 30A(6), sch 7, LGA 2002]

4.3.3 Powers and responsibilities of joint committees
Part 1 of Schedule 7 of the Local Government Act 2002 applies to a joint committee except that
a) the powers to discharge any individual member and appoint another in their stead must be exercised by the local board or public body that made the appointment
b) the meeting quorum is as stated in Standing Order 3.1.1
c) the committee may appoint and remove its own chairperson or deputy chairperson.
[cl 30A(6), sch 7, LGA 2002]

4.4 Powers of delegation

4.4.1 Delegations to committees, members and staff
For the purposes of efficiency and effectiveness in the conduct of the local board’s business, the local board may delegate to a committee, subcommittee or member of the local board or Auckland Council staff any of its responsibilities, duties, and powers except:
a) the duty to identify and communicate the interests and preferences of the people in its local board area in relation to the content of the strategies, policies, plans, and bylaws of Auckland Council
b) the power to propose a bylaw or an amendment to a bylaw
c) the power to confirm a bylaw or modify a proposed bylaw
d) the power to propose the revocation of a bylaw
e) the duty to adopt the local board plan for its area
f) the duty to agree the local board agreement for its area with the governing body
g) the power to apply to the Local Government Commission for a binding determination in respect of a dispute between itself and the governing body
h) a responsibility, power or duty that the Local Government Act 2002 or any Act expressly provides may not be delegated.

However, this Standing Order does not restrict the power of the local board to delegate, to a committee or member of the local board or Auckland Council staff, the power to do anything precedent to the performance or exercise by the local board of a duty or power specified in a)-h) above (after consulting the committee or member or staff).

This clause applies to any responsibilities, duties, or powers delegated to the local board by the governing body subject to any conditions, limitations, or prohibitions imposed by the governing body when making the original delegation.
A committee or member of the local board or Auckland Council staff may delegate a responsibility, duty, or power delegated to it or them under this Standing Order to a subcommittee or person - subject to any conditions, limitations, or prohibitions imposed by the original delegation from the local board.

Note: This Standing Order does not apply to onward delegations by the local board of Auckland Transport matters (covered by Standing Order 4.4.2).

[Ref: 36D, sch 7, LGA 2002]

4.4.2 Onward delegation of Auckland Transport matters

The local board may delegate any responsibilities, duties, functions or powers, which have been delegated to it by Auckland Transport, to a subcommittee or person. This is subject to any conditions, limitations or prohibitions imposed by Auckland Transport when making the original delegation.

Note: for the purposes of this Standing Order, subcommittee includes committee.

[Ref: 54 (4) Local Government (Auckland Council) Act 2009]

4.4.3 Use of delegated powers

A committee, subcommittee or person to which or to whom any responsibility, duty or power is delegated may perform or exercise the responsibility, duty or power in the same way and with the same effect as it could have been performed or exercised by:

a) the local board, in the case of a delegation under Standing Order 4.4.1
b) the governing body, in the case of a delegation under Standing Order 4.4.2
c) Auckland Transport, in the case of a delegation under Standing Order 4.4.3.

No confirmation is required, from the local board, committee, subcommittee or individual that made the delegation, before performing or exercising the delegated responsibility, duty or power.
5. Governing body input

Note: the provisions in this section are separate from, and in addition to, provisions regarding deputations. See Standing Order 7.7.7. Where the governing body also has the right to speak under Standing Order 7.7.7, the provisions in this section must not be used to speak about the same matter.

5.1.1 Governing body speaking rights

A member of the governing body may provide input to the local board and its committees via speaking rights at items on the agenda, at the discretion of the chairperson.

5.1.2 Governing body members update

Provision will be made on the agenda for governing body members to update the board on regional matters of interest to the local board, or on any matter the governing body member wishes to raise with the local board.

5.1.3 Chairperson’s discretion

The chairperson may:
   a) decline a request to speak where the request does not comply with these standing orders
   b) refuse a request to speak if in their opinion there will be insufficient time to hear the governing body member because of the amount of business to be conducted at the meeting
   c) waive requirements in these standing orders where they consider there are exceptional circumstances. In particular, the chairperson may accept an application to speak that is made less than seven clear working days before the meeting, where they consider the matter is urgent and of major public interest
   d) direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter
   e) prohibit a governing body member from speaking if they are offensive, repetitious or vexatious, or otherwise breach these standing orders.

5.1.4 Subjects

A speaker may not speak about a matter that:
   a) has already been considered and decided
   b) has a separate public hearings or consultation process attached to it
   c) is subject to a quasi-judicial process
   d) is outside of the scope or functions of that local board or committee.

5.1.5 Notice

The governing body member must give the chief executive at least seven clear working days’ notice, before the date of the meeting, of their wish to provide input.

5.1.6 Language for speeches

The governing body member may address a meeting in English, Māori or New Zealand Sign Language. However, they should advise the chairperson of their intention to speak in a language other than English at least two clear working days before the meeting.

Where practical, Auckland Council will arrange for a translator to be present at the meeting. The chairperson may also order the speech and any accompanying documents to be translated and printed in English or Māori or another language.
5.1.7 Time allocated for input

A governing body member may speak for up to five minutes when speaking to items on the agenda and 10 minutes when speaking to a Governing Body members update report.
6. Māori input

6.1.1 Māori speaking rights

Representatives of Māori organisations or their nominees may provide input to the local board and its committees on items on the agenda at the time the item is being considered.

With the permission of the chairperson, members may ask questions of Māori representatives. Such questions are to be confined to obtaining information or clarification on matters raised by the speaker.

6.1.2 Chairperson’s discretion

The chairperson may:

a) decline a request to speak where the request does not comply with these standing orders
b) refuse a request to speak if in their opinion there will be insufficient time to hear the representative because of the amount of business to be conducted at the meeting
c) waive requirements in these standing orders where they consider there are exceptional circumstances. In particular, the chairperson may accept an application to speak that is made less than seven clear working days before the meeting, where they consider the matter is urgent and of major public interest
d) direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter
e) prohibit a representative from speaking if they are offensive, repetitious or vexatious, or otherwise breach these standing orders.

6.1.3 Subjects

A speaker may not speak about a matter that:

a) has already been considered and decided
b) has a separate public hearing or consultation process attached to it
c) is subject to a quasi-judicial process
d) is outside the scope or functions of that local board or committee.

6.1.4 Notice

Representatives of Māori organisations or their nominees must give the chief executive at least seven clear working days’ notice, before the date of the meeting, of their wish to speak at the meeting.

6.1.5 Language for speeches

The representative may address a meeting in English, Māori or New Zealand Sign Language. However, they should advise the chairperson of their intention to speak in a language other than English at least two clear working days before the meeting.

Where practical, Auckland Council will arrange for a translator to be present. The chairperson may also require a speech or document presented to be translated and printed in English, Māori or another language.

6.1.6 Time allocated for input

Representatives of Māori organisations or their nominees may speak for up to ten minutes.

Note: the provisions in this section are separate from, and in addition to, provisions regarding deputations, public forum and petitions.
7. Public attendance

7.1 Public access to meetings

7.1.1 Meetings normally to be open to the public

Except as otherwise provided by Part VII of the Local Government Official Information and Meetings Act 1987, every meeting of the local board or its committees shall be open to the public.

For the purposes of Part VII of the Local Government Official Information and Meetings Act 1987, bona fide members of the news media shall be treated as members of the public and shall be entitled to attend any meeting or any part of a meeting for the purpose of reporting the proceedings for any news media.

[as 47 & 49(a) LGOIMA 1987]

7.2 Public notice

7.2.1 Public notification about meetings

All meetings scheduled for the following month must be publicly notified not more than 14 days and not less than five days before the end of every month, together with the relevant dates, times and places of the meetings.

However, meetings to be held on or after the 21st day of the month may instead be publicly notified not more than 10 nor less than five clear working days before the day on which the meeting is to be held.

[as 46(1)&(2), LGOIMA 1987]

7.2.2 Public notification additional requirements

The chief executive is to make any other arrangement for the notification of meetings, including extraordinary meetings, as the local board or the relevant committee may from time to time determine.

7.2.3 Public notification about extraordinary meetings

Where any extraordinary meeting of the local board or a committee is called, and notice of that meeting cannot be given in the manner required or permitted (by Standing Order 7.2.1 as appropriate), Auckland Council shall publicly notify or otherwise advertise that meeting and the general nature of business to be transacted at that meeting as soon as practicable before the meeting is to be held, as is reasonable in the circumstances.

[as 46(3) & (4), LGOIMA 1987]

7.2.4 Public notice of resolutions of extraordinary meetings

Auckland Council must publicly notify, as soon as practicable, any resolution passed at an extraordinary meeting, unless:

a) the meeting passed the resolution while the public was excluded; or
b) Auckland Council publicly notified the extraordinary meeting at least five clear working days before the day of the meeting.

Resolution in this context means any resolution on the matters for which the extraordinary meeting was held.

[as 51A, LGOIMA 1987]
7.2.5 Meetings not publicly notified

Where the local board or committee becomes aware that a meeting has not been publicly notified in accordance with Standing Orders 7.2.1 and 7.2.3, Auckland Council must give public notice that the meeting was not notified, the reasons why it was not notified and the general nature of any business transacted at the meeting, as soon as practicable.

A meeting does not become invalid merely because it was not publicly notified.

[ss 46(5) & (6), LGOIMA1987]

7.3 Public access to information

7.3.1 Information to be available to public

All information provided to members at local board and committee meetings must be available to the public and news media, unless any item included in the agenda refers to any matter reasonably expected to be discussed with the public excluded.

[ss 5 & 49 LGOIMA 1987]

7.3.2 Availability of agendas and reports

Any member of the public may, without payment of a fee, inspect, during normal office hours, within a period of at least two working days before every meeting, all agendas and associated reports circulated to members relating to that meeting.

The agendas:

a) shall be available for inspection at the public offices of Auckland Council (including service delivery centres) and the public libraries under Auckland Council’s control in the local board area;

b) shall be accompanied by either:
   i. the associated reports, or
   ii. a notice specifying the places at which the associated reports may be inspected.

The associated reports shall be available for inspection at the public offices of Auckland Council in the local board area.

Any member of the public may take notes from any agenda or report that they inspect. They may also request a copy of all or part of an agenda or report, and upon paying the prescribed amount (if any) must be provided with a copy as soon as practicable.

Where a meeting is an extraordinary meeting called pursuant to a resolution of the local board or committee, the agenda and any associated reports shall be made available as soon as is reasonable in the circumstances.

[ss 46A(1)-(6), LGOIMA1987]

7.3.3 List of committee members publicly available

The members of the local board and each committee are to be named on the relevant agenda.
7.3.4 Matters discussed with public excluded

The chief executive may exclude, from the information that is made available to the public, any reports (or items from reports) that they reasonably expect the meeting to discuss while the public is excluded. The chief executive will indicate such excluded reports on the agenda.

[§ 46A(8), 5 & 49(q), LGOIMA 1987]

7.3.5 Agenda made available at meetings

Auckland Council will provide sufficient copies of the agenda at meetings for viewing by members of the public.

A fee may be charged for an agenda, if a member of the public wishes to take an agenda away with them.

[§ 49, LGOIMA 1987]

7.3.6 Public entitled to inspect minutes

The public may, without charge, inspect and take notes from the minutes of any meeting or part of any meeting that the public was not excluded from.

The public may be given a copy of such minutes.

[§ 51, LGOIMA 1987]

7.3.7 Minutes for public excluded sessions

The chief executive must consider any request for the minutes of a meeting, or part of a meeting, that the public was excluded from, as a request for official information under the Local Government Official Information and Meetings Act 1987.

[§ 51(3), LGOIMA 1987]

7.3.8 Reporting and recording meetings

For the purposes of Part VII of the Local Government Official Information and Meetings Act 1987, bona fide members of the news media shall be treated as members of the public.

Bona fide members of the news media/members of the public may attend any meeting, or part of a meeting, that is open to the public and report on the proceedings.

Any person who wants to record a meeting must notify the chairperson of their intention before the meeting starts, and record the meeting unobtrusively, without distracting members.

[§ 49(e), LGOIMA 1987]

7.4 Public exclusion

7.4.1 Motions and resolutions to exclude the public

The local board or committee may resolve to exclude the public from a meeting. The only grounds for exclusion are those specified in Section 48 of the Local Government Official Information and Meetings Act 1987 (see Appendix A).

Every motion to exclude the public must be put when the meeting is open to the public, and copies of the motion must be made available to any member of the public who is present.
If the motion is passed, the resolution to exclude the public must be in the form set out in Schedule 2A to the Local Government Official Information and Meetings Act 1987. The resolution must state the general subject of each matter to be excluded, the reason for passing the resolution in relation to that matter, and the grounds on which the resolution is based. The resolution will form part of the meeting’s minutes.

See Appendix B for further information about who may remain and who must leave.

[s 48 & schedule 2A, LGOMA1987]

7.4.2 Specified people may remain

Where a meeting resolves to exclude the public, the resolution may provide for specified persons to remain if, in the opinion of the meeting, they have knowledge that will assist the meeting. Any such resolution must state, in relation to the matter to be discussed, how the knowledge held by the specified people is relevant and how it will assist.

No such resolution is necessary in respect of the attendance of the chief executive and relevant staff during a public excluded session.

[s 48 (5) & (6), LGOMA1987]

7.4.3 Public excluded business not to be disclosed

No member or staff member may disclose to any person (other than another member or staff member) information that has been, or is to be, presented to any meeting from which the public is excluded, or proposed to be excluded.

This restriction does not apply where:

a) a meeting has resolved to make the information publicly available
b) there are no grounds under the Local Government Official Information and Meetings Act 1987 for withholding the information when requested
c) the information is no longer confidential.

The local board or committee may provide for the release to the public of information, which the meeting considered while the public were excluded.

7.4.4 Standing orders

These standing orders will still apply to meetings, or parts of meetings, from which the public has been excluded.

7.5 Public order

7.5.1 Chairperson may require members of the public to leave meeting

The chairperson may require any member of the public to leave the meeting, where the chairperson believes on reasonable grounds that the behaviour of that member of the public is likely to prejudice the orderly conduct of the meeting if that person is permitted to remain.

[s 50, LGOMA1987]
7.5.2 Removal of members of public

Any police officer or Auckland Council staff may, at the request of the chairperson, remove or exclude a member of the public from a meeting if they have been required to leave in accordance with Standing Order 7.5.1 and

a) refuses or fails to leave the meeting; or
b) having left the meeting, attempts to re-enter the meeting without the permission of the chairperson.

[as 50, LGOIMA1987]

7.6 Petitions

7.6.1 Petition in English, Māori or New Zealand Sign Language

A written petition provided to the local board or any of its committees may be in English or Māori. Any presentation of the petition may be in English, Māori or New Zealand Sign Language.

Prior arrangement with the chairperson should be sought at least two clear working days before the meeting if the written and/or presentation of the petition is not in English. Where practical, Auckland Council will arrange for a translator to be present at the meeting. The chairperson may also order the speech and any accompanying documents to be translated and printed in English or Māori or another language.

7.6.2 Form of petitions

Every written petition presented to the local board or to any of its committees must comprise fewer than 50 words (not including signatories), and not be disrespectful nor use offensive language or include statements made with malice (see Standing Orders 1.4 regarding qualified privilege).

7.6.3 Petition presented by petitioner

A petitioner who presents a petition to the local board or a committee may speak for five minutes about the petition, unless the meeting resolves otherwise.

The chairperson must close the presentation of the petition if they believe the petitioner is being disrespectful, offensive or making malicious statements.

7.6.4 Petition presented by member

Members may present petitions on behalf of petitioners. In doing so, members must confine themselves to reading:

a) the petition
b) the petitioners’ statement
c) the number of signatures.
7.7 **Deputations**

7.7.1 **Notice**

Deputations may be received by the local board or any of its committees provided an application for admission, setting forth the subject, has been lodged with the chief executive at least seven clear working days before the date of the meeting concerned, and has been subsequently approved by the chairperson.

[Note: Standing Order 7.7.7 Deputations from the governing body or another local board]

7.7.2 **Chairperson’s discretion**

The chairperson may:

a) decline a request for a deputation where the request does not comply with these standing orders

b) refuse a request for a deputation if in their opinion there will be insufficient time to receive the deputation because of the amount of business to be conducted at the meeting or the number of other deputations

c) direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter

d) refuse a request for a deputation where it is offensive, repetitious or vexatious.

[Also note Standing Order 7.7.4 on Urgency or major public interest]

7.7.3 **Subjects**

A speaker may not speak about a matter that:

a) has already been considered and decided

b) has a separate public hearings or consultation process attached to it

c) is subject to a quasi-judicial process

d) is outside of the scope or functions of that local board or committee.

7.7.4 **Urgency or major public interest**

Notwithstanding standing orders 7.7.1 and 7.7.2, where in the opinion of the chairperson the matter which is the subject of a deputation is one of urgency or major public interest the chairperson may determine that the deputation be received.

7.7.5 **Deputations and presentations in English, Māori or New Zealand Sign Language**

A deputation or presentation to the local board or any of its committees may be made in English or Māori or New Zealand Sign Language.

Prior arrangement with the chairperson should be sought at least two clear working days before the meeting if the address is not in English.

Where practical, Auckland Council will arrange for a translator to be present. The chairperson may also require a speech or document presented to be translated and printed in English, Māori or another language.

7.7.6 **Procedures for deputations**

Except with the approval of the local board or committee, not more than two members of a deputation may address the meeting.

After a presentation is received, members may put to the deputation any question pertinent to the subject heard, but no member may express an opinion upon, or discuss the subject, until the
deputation has completed making its submissions and answering questions (also see Standing Order 1.4.2 regarding qualified privilege).

The meeting may not make any resolution on issues raised during a deputation except to refer the matter to a future meeting, or to another committee, or to the chief executive for investigation.

[Note: s 76 – 81. LGA 2002, regarding decision-making]

7.7.7 Deputations from the governing body or other local board

A deputation from another local board or the governing body must be authorised by a resolution of that body and be about a matter affecting the other local board’s or governing body’s interests. The period of notice shall be two clear working days before the meeting date.

7.7.8 Termination of presentation if disrespectful

The chairperson may close a presentation which is disrespectful or offensive, or where the chairperson has reason to believe that statements have been made with malice (also see Standing Order 1.4.2 regarding qualified privilege).

7.7.9 Time limit on presentation

Unless the meeting determines otherwise in any particular case, a limit of 10 minutes is placed on a speaker making a presentation, or if there are two members of the deputation addressing the meeting 10 minutes in total for the two speakers.

[Note: s 76 – 81. LGA 2002, regarding decision-making]

7.8 Public Forum

7.8.1 Time

A period of up to 30 minutes, or such other time as the local board or any of its committees may determine, will be set aside for a public forum at the commencement of meetings of the local board which are open to the public.

Each speaker during the public forum section of a meeting may speak for three minutes.

Standing orders may be suspended on a vote of not less than 75 per cent of those present to extend the period of public participation or the period any speaker is allowed to speak.

This Standing Order does not apply to inaugural meetings and, where not appropriate, extraordinary meetings or a special consultative procedure.

7.8.2 Subjects of public forum

The public forum is to be confined to those items falling within the scope or functions of that local board or committee. Speakers must not speak about a matter that is under judicial consideration or subject to a quasi-judicial process.

7.8.3 Questions of speakers during public forum

With the permission of the chairperson, members may ask questions of speakers during the period reserved for public forum. Questions by members, if permitted, are to be confined to obtaining information or clarification on matters raised by the speaker.

Members may not debate any matter raised during the public forum session that is not on the agenda for the meeting, or take any action in relation to it, other than through the usual procedures for
extraordinary business if the matter is urgent.

The meeting may not make any resolution on issues raised in public forum except to refer the matter to a future meeting, or to another committee, or to the chief executive for investigation.

[Note: s 76 – 81, LGA 2002, regarding decision-making]

7.8.4 Language for speeches

A member of the public may address a meeting in English, Māori or New Zealand Sign Language. However, the person should advise the chairperson of their intention to speak in a language other than English at least two clear working days before the meeting.

Where practical, Auckland Council will arrange for a translator to be present at the meeting. The chairperson may also order the speech and any accompanying documents to be translated and printed in English or Māori or another language.

7.8.5 Chairperson’s discretion

The chairperson may:

a) direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter

b) prohibit a speaker from speaking if they are offensive, repetitious or vexatious, or otherwise breach these standing orders.
8. Minutes of proceedings

8.1 Minutes

8.1.1 Minutes to be evidence of proceedings

The local board and its committees must keep minutes of their proceedings. These minutes, when duly entered and authenticated, will be prima facie evidence (i.e. a record) of the proceedings they relate to.

[as 28, sch 7, LGA 2002]

8.1.2 Matters recorded in minutes

The chief executive must keep the minutes of meetings. The minutes must record:

a) the date, time and venue of the meeting
b) the names of the members present
c) the chairperson
d) any apologies accepted or declined and leave of absences
e) the arrival and departure times of members
f) any failure of a quorum
g) a list of the speakers who gave public, governing body and Māori input, and the subjects they covered
h) a list of speakers from each deputation and the subject of the deputation
i) a list of the items considered
j) the resolutions and amendments pertaining to those items, including those that were lost or were ruled out of order
k) the names of all movers, and seconders
l) any objections made to words used
m) all divisions taken and, if taken, a record of the result
n) the names and votes of any members requesting their votes or abstentions be recorded
o) any declarations of financial interest or non-financial conflicts of interest and any abstentions from the discussion and voting
p) the contempt, censure and removal of any members
q) any resolutions to exclude members of the public and the names of any people permitted to stay
r) the time that the meeting concludes or adjourns.

[as 28, sch 7, LGA 2002; See Standing Orders 1.4.1, 1.3.5, 1.3.8, 3.1.4, 3.2.2, 3.2.4, 1.5.11, 1.9.5, 1.9.7, 1.3.7]

8.1.3 No discussion on minutes

No discussion may arise on the substance of minutes at any succeeding meeting except as to their correctness.

8.1.4 Minutes of last meeting before election

The chief executive and the relevant chairpersons must authenticate the minutes of the last meeting of the local board and its committees before the next election of members.

8.2 Minute books

8.2.1 Inspection of minute books

The minute books of the local board and its committees must be kept by the chief executive and be
open to inspection in accordance with the Local Government Official Information and Meetings Act 1987 and the Local Government Act 2002 (see Standing Order 7.3.6 and 7.3.7).

[ss 51, LGOIMA 1987]
9. General

9.1 Members must obey standing orders

9.1.1 Members must obey standing orders

All members of the local board must obey these standing orders.

[cl 16(1), sch 7, LGA 2002]

9.2 Application of standing orders

9.2.1 Local board and committee meetings

These standing orders apply to all meetings of the local board and its committees, unless stated otherwise. This includes meetings and sessions that the public are excluded from.

9.2.2 Governing body meetings

These standing orders do not apply to governing body meetings. The governing body has its own standing orders.

9.2.3 Additional to or substitution of standing orders for quasi-judicial proceedings

For quasi-judicial proceedings, the local board or a committee may adopt meeting procedures and practices additional to, or in substitution of, these standing orders for the conduct of the business to be transacted.

For example, committees appointed to hear applications under the Resource Management Act 1991 have powers under the Commissions of Inquiry Act 1908.

[cl 41, Resource Management Act 1991]

9.2.4 Temporary suspension of standing orders

The local board or its committees may temporarily suspend one or more standing orders during a meeting by a vote of not less than 75 per cent of the members present and voting. The reason for the suspension and the specific order(s) suspended must be stated in the resolution of suspension. (Also see 1.7.11 regarding members moving a motion to suspend standing orders as a procedural motion.)

[cl 27(4), sch 7, LGA 2002]

9.2.5 Alteration of standing orders

The local board may amend these standing orders or adopt new ones. A least 75 per cent of the members present must vote in favour of the amendment or adoption.

[cl 27(3), sch 7, LGA 2002]
9.2.6 Exclusions for meetings at which no resolutions or decisions are made

Standing orders relating to decision-making and passing resolutions do not apply to any meeting of the local board, committee, subcommittee or other subordinate decision-making body of the local board at which no resolutions or decisions are made under the Local Government Act 2002 or the Local Government Official Information and Meetings Act 1997.

9.3 Interpretation

The word ‘must’ used in these standing orders indicates that a practice is mandatory.

The word ‘may’ used in these standing orders indicates that a practice is optional.

The word ‘should’ indicates that a practice is advised or recommended.

In general, standing orders that refer to, or derive from, legislation have been paraphrased for readability.

9.4 Definitions

**Agenda** means the list of items for consideration at a meeting, together with reports and other attachments relating to those items.

**Apology** means an apology given by a member for their absence from a meeting, and includes apologies for lateness and early departure.

**Auckland Council or the council** means the Auckland Council established by section 6 of the Local Government (Auckland Council) Act 2009, which comprises the governing body and the local boards.

**Casting vote** means a second vote which can be exercised by the chairperson in order to break a tied vote.

**Chairperson** means the person who presides at a meeting.

**Chief executive** means the chief executive of Auckland Council appointed under section 42 of the Local Government Act 2002, irrespective of the designation, and includes, for the purposes of these standing orders, their nominee or any other staff authorised by Auckland Council.

**Clear working days** means the number of working days prescribed in these standing orders for giving notice. It excludes the date of service of that notice and the date of the meeting itself.

**Committee** includes, in relation to the local board:
- a committee comprising all the members of the local board
- a standing committee or special committee appointed by the local board
- a joint committee appointed under clause 30 of Schedule 7 of the Local Government Act 2002
- any subcommittee of a committee described in items (a) (b), (c) or (d) of this definition

**Contempt** means being disobedient to, or disrespectful of, the chairperson of a meeting, or disrespectful to any members, officers or the public.

**Deliberative vote** means the ordinary vote of member (as compared to the casting vote of a chairperson).

**Deputation** means a request from any person or interested group in the community to make a presentation to the local board or any committee.

**Elected Representative** refers to elected members of the local board.
Electronic Link means an audio link or an audio-visual link.

Extraordinary meeting has the meaning defined in clause 22 of Schedule 7 of the Local Government Act 2002.

Governing body means the mayor and councillors of Auckland Council.

Leave of absence means leave granted to a member to be absent from a meeting or series of meetings of the local board or its committees upon application by the member.


Lie on the table, when used in a procedural motion, means the discussion on the motion under debate is closed but may be continued at an unspecified later time.

Local board means the Local Board of Auckland Council.

Mayor means the mayor of Auckland.

Meeting means:
   a) any first or ordinary or extraordinary meeting of the local board.
   b) any meeting of any committee, standing committee, joint committee, special committee or subcommittee of the local board.

The provisions of these standing orders regarding public access and notification need not apply at any meeting of the local board, or committee of the local board, at which no resolutions or decisions are made.

Member means any person elected to the local board and/or appointed to any committee of the local board.

Minutes means the record of the proceedings of any meeting of the local board or one of its committees.

Motion means a formal proposal to a meeting, expressing a proposed decision. Once passed it becomes a resolution.

New Zealand Sign Language means the main language of the deaf community in New Zealand.

Order Paper means the agenda listing items for consideration at a meeting together with reports and other attachments relating to those items.

Point of order relates to the proper conduct (order) of the meeting.

Procedural motion means a motion relating to meeting procedure. Standing Order 1.7 provides for members to propose specific types of procedural motions.

Public in the case of the local board or a committee of the local board includes any person who is not a member of the local board or the relevant committee, or Auckland Council staff providing advice or support to the local board.
Public excluded information means any information that can be excluded from the public for reasons meeting the provisions of the Local Government Official Information and Meetings Act 1987 and includes:

a) information that is currently before a public excluded session, is proposed to be considered at a public excluded session, or has previously been considered at a public excluded session (other than information subsequently released by Auckland Council as publicly available information); and

b) any minutes or portions of minutes of public excluded sessions, other than those subsequently released by Auckland Council as publicly available information.

Public excluded session refers to those meetings or parts of meetings from which the public is excluded as provided for in the Local Government Official Information and Meetings Act 1987.

Public forum means a time set aside at the start of a meeting where members of the public may address the local board or its committees.

Publicly notified means notified to members of the public by a notice printed in appropriate newspapers circulating in the Auckland region.

Quasi-judicial function or proceedings means a function or proceedings similar to those exercised by a court, involving the consideration of issues requiring the evaluation of evidence, the assessment of legal argument or the application of legal principles.

Quorum means the minimum number of members who need to be present to constitute a valid meeting.

Resolution is a motion that has been passed.

Scheduled or ordinary meeting means any meeting publicly notified by Auckland Council in accordance with sections 48(1) and (2) of the Local Government Official Information and Meetings Act 1987.

Staff includes all Auckland Council employees, contractors and officers.

Substantive motion means a motion of substance (as compared to procedure).

Working day means any day of the week other than:

a) a Saturday, a Sunday, Waitangi Day, Good Friday, Easter Monday, Anzac Day, the Sovereign’s birthday, and Labour Day; and

b) if Waitangi Day or Anzac Day falls on a Saturday or a Sunday, the following Monday; and

c) a day in the period commencing with 25 December in any year and ending with 15 January in the following year.

Workshop means an informal forum held primarily for information or discussion purposes, as the case may be, and at which no resolutions or decisions are made.
10. Appendix A

10.1 Grounds to exclude the public from meetings under the Local Government Official Information and Meetings Act 1987

A local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the following grounds:

A1 That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where such disclosure would be likely:

(a) To prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial; or
(b) To endanger the safety of any person.

A2 That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to:

(a) Protect the privacy of natural persons, including that of deceased natural persons; or
(b) Protect information where the making available of the information:

(i) Would disclose a trade secret; or
(ii) Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; or
(c) In the case only of an application for a resource consent, or water conservation order, or a requirement for a designation or heritage order, under the Resource Management Act 1991, to avoid serious offence to tikanga Māori or to avoid the disclosure of the location of wahi tapu; or
(d) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information:

(i) Would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or

(ii) Would be likely otherwise to damage the public interest; or
(e) Avoid prejudice to measures protecting the health or safety of members of the public; or
(f) Avoid prejudice to measures that prevent or mitigate material loss to members of the public; or
(g) Maintain the effective conduct of public affairs through the protection of members, officers or employees of any local authority from improper pressure or harassment or maintain legal professional privilege; or
(h) Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or
(i) Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or
(j) Prevent the disclosure or use of official information for improper gain or improper advantage.

Provided that where A2 of this Appendix applies the public may be excluded, unless in the circumstances of the particular case, the exclusion of the public is outweighed by other considerations which render it desirable in the public interest that the public not be excluded.
A3 That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information the public disclosure of which would

(a) Be contrary to the provisions of a specified enactment; or
(b) Constitute contempt of Court or of the House of Representatives

A4 That the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to the local authority by an Ombudsman under section 30(1) or section 38(3) of the Local Government Official Information and Meetings Act 1987 (in the case of the local authority named or specified in the First Schedule to this Act).

A5 That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in

(a) Any proceedings before a local authority where

(i) A right of appeal lies to any Court or Tribunal against the final decision of the local authority in those proceedings; or
(ii) The local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings; and

(b) Any proceedings of a local authority in relation to any application or objection under the Marine Farming Act 1971.
11. Appendix B

11.1 Exclusion of the public – who needs to leave the meeting

11.1.1 Members of the public

All members of the public must leave the meeting when the public are excluded unless a resolution is passed permitting a person to remain because their knowledge will assist the meeting.

11.1.2 Those who are not members of the public

General principles

- Access to confidential information is managed on a ‘need to know’ basis where access to the information is required in order for a person to perform their role.
- Those who are not members of the meeting (see below) must leave unless it is necessary for them to remain and hear the debate in order to perform their role.
- Those who need to be present for one confidential item can remain only for that item and must leave the room for any other confidential items.
- In any case of doubt, the ruling of the chairperson is final.

Members of the meeting

- The members of the meeting remain (all local board members if the meeting is a local board meeting; all members of the committee if the meeting is a committee meeting).
- However, standing orders advise that a local board member who has a financial conflict of interest should leave the room.
- All local board members have the right to attend any meeting of a committee and local board members who are not members of a committee may remain, subject to any limitations in standing orders.

Staff

- All staff supporting the meeting (administrative, senior management) remain.
- Other staff who need to because of their role may remain.

Other elected members

- Elected members from other local boards or the governing body who need to hear the matter being discussed in order to perform their role may remain. This will usually be if the matter affects, or is relevant to, a particular local board area or the region as a whole.

Council Controlled Organisations

- Representatives of a Council Controlled Organisation (CCO) can remain only if required to for discussion of a matter relevant to the CCO.
12. Appendix C

12.1 Workshops

12.1.1 Workshops exempt from provisions of Part VII (Local Government Meetings) of the Local Government Official Information and Meetings Act 1987

Only this part of the standing orders apply to workshops of the local board or its committees as these are held solely for information and discussion purposes with no ability for any resolutions or decisions to be made.

Section 45(2) of LGOMA 1987 (which is included in Part VII of that Act) provides that, for the avoidance of doubt, any meeting of the local board or of any committee or sub-committee of the local board, at which no resolutions or decisions are made is not a meeting for the purposes of this Part of this Act.

Given that workshops will not make any resolutions or decisions they are not subject to the requirements contained in Part VII of LGOMA 1987 (e.g. public access to the meetings, availability of agenda material to the public and notification of meetings etc.).

12.1.2 Authority to call a workshop

Workshops of the local board or its committees may only be called by:

a) the chairperson or by a resolution of the local board or committee, in the case of either a workshop of a local board or a committee
b) the relevant committee chairperson in the event of a workshop of a committee
c) the chief executive or their nominee.

12.1.3 Notice of workshop to members

Notice of the time and place of the workshop and of the matters in respect of which the workshop is being called shall be given, by whatever means is reasonable in the circumstances, to every member by the person responsible for calling the workshop at least 24 hours before the time appointed for the workshop.

12.1.4 Record of workshop

The proceedings of every workshop shall be recorded, including the following:

a) the names of the members attending
b) the general nature of the matters discussed during the workshop
c) the proceedings of the workshop.

The proceedings of every workshop shall be circulated to members of the local board or committee.

12.1.5 Chairing of workshops

Each workshop shall have a chairperson as follows:

a) in the event of a workshop of the local board the chairperson shall preside
b) in the event of a workshop of a committee, the relevant committee chairperson shall preside.

If the chairperson is absent from a workshop, the deputy chairperson must act as chairperson. If a deputy chairperson has not been appointed, or if the deputy chairperson is also absent, the members of the local board who are present must elect a member to be chairperson at that workshop. That person may exercise the responsibilities, duties, and powers of the chairperson.

The presiding member will decide how the workshop will be conducted.
13. Appendix D

13.1 How is business brought before a meeting?

Business may be brought before a meeting for decision through placing the following on an agenda:

- report of chief executive (Standing Order 2.4.2)
- report of chairperson (Standing Orders 2.4.2, 2.4.7)
- report of a committee (Standing Order 2.4.2)
- notice of motion from a member (Standing Order 2.5)

Where a matter is urgent and has not been placed on an agenda, it may be brought before a meeting as “extraordinary business” (Standing Order 2.4.5) by:

- report of chief executive
- report of chairperson

Although out of time for a notice of motion, a member may bring an urgent matter to the attention of the meeting through the chairperson.
Standing Orders - Proposed changes

File No.: CP2014/27714

Purpose
1. To adopt a new set of Governing Body standing orders.

Executive Summary
2. A political working party was set up in November 2013 to review the Governing Body’s standing orders:
   - The working party assisted with guidelines for confidential information which were presented to the Governing Body in August 2014.
   - The working party has now considered issues relating to the standing orders and a workshop was held with councillors on 13 May 2015.
3. The replacement standing orders:
   - have a simplified layout
   - are written in a plain language style
   - contain a summary at the front for ease of reference during a meeting
   - collect all standing orders that are unique to committees in one place
   - give a chairperson limited discretion to extend the waiting time for a quorum
   - include provisions for members to attend meetings by audio or audiovisual means once the technology becomes available
   - extend the discretion of the chair to decline an application for public input
   - require a notice of motion to be seconded when it is lodged with the Chief Executive
   - clarify that, for extraordinary meetings, the agenda should be limited and public input is retained with the limitation that speakers may only address matters on the agenda
   - clarify the process for bringing urgent matters before a meeting
   - include a requirement for a refreshment break.
4. The working party considered the quorums of reporting committees and recommends a change to the Terms of Reference for Committees, to recognise all councillors who are not named members of a reporting committee as ex officio members, without voting rights but counting towards the quorum when present.
5. The working party recommends to local boards that they include in their standing orders a provision which is similar to the provision for local boards in the Governing Body standing orders so that councillors are given speaking rights at meetings of local boards, at the discretion of the chairpersons, on agenda items that are relevant to the Governing Body.
6. At the recent workshop, councillors indicated a difference of views on proposed changes to rules around repeat notices of motion. Those proposals were not considered by the Working Party prior to the workshop and are set out as separate recommendations for discussion.
7. The proposed rules are intended to provide a higher threshold to re-litigating a matter once it has already been considered and decided. The changes are detailed in the body of the report.
8. A 75 per cent majority is required to amend standing orders.

Recommendation/s
That the Governing Body:

a) amend the standing order relating to repeat notices of motion so that:
   i) a seconder is required when the notice of motion is lodged
   ii) if rejected by the meeting, signatures of a majority are required if the same motion is submitted again within six months
   iii) the same motion cannot be submitted a third time within six months.

b) amend the standing order relating to repeat notices of motion to revoke previous resolutions so that:
   i) a signatures of a majority are required when the notice of motion is lodged
   ii) if it is rejected, the same motion cannot be submitted a second time within six months.

c) revoke its current Standing Orders (adopted 1 November 2010 and revised 1 September 2011) and adopt the Standing Orders in attachment “A”, including amendments resulting from recommendations a) and b) above.

d) amend the Terms of Reference for Committees so that all councillors who are not named members of reporting committees are ex-officio members without voting rights, but counting towards the quorum when present, provided a minimum of two named members are present, noting that this is in addition to amendments made by the reports on Committee Terms of Reference and Chief Executive delegations.

e) forward this report to all local boards, drawing their attention to the suggestion to provide for councillors’ participation at local board meetings in their standing orders.

f) authorise the Manager Democracy Services to make changes to the standing orders of a minor nature, such as correcting typographical or grammatical errors, in consultation with the chair of the working party, Councillor Chris Darby.

Discussion

Working party

9. At its meeting on 7 November 2013, when it adopted its terms of reference for committees, the Governing Body resolved to appoint a working party comprising Councillors Casey, Darby and Webster to work with officers to review and report back on the standing orders relating to reporting committees and, with the participation of local boards, review standing orders generally.

10. Local Board members involved in the working party were David Collings (Chair of Howick Local Board), Shaeie Chambers (Chair of Waitamata Local Board), Julie Fairey (Chair of Pukekapeka Local Board) and Colin Davis (Deputy Chair of Orakei Local Board).

11. Issues relating to standing orders which were to be investigated by the working party included:
   • reporting committees to operate less formally
   • workshops to take place in association with committee meetings
   • ease of use and readability of the standing orders
   • issues of interest to local boards.

12. In addition to these issues, the working party has discussed and provided comment on:
   • guidelines for members’ access to confidential information (reported back to the Governing Body on 28 August 2014)
   • new provisions in legislation that allow members to be present at meetings by remote audio visual means (reported back in this report)
Formality of reporting committees

13. The “reporting committees” are those committees which report back to a committee of the whole. They include the Arts Culture and Events Committee, Community Development and Safety Committee, Economic Development Committee, Environment Climate Change and Natural Heritage Committee, Infrastructure Committee, Parks Recreation and Sport Committee, Tenders and Procurement Committee and Unitary Plan Committee.

14. Formality in a meeting occurs when there are more rules. Informality occurs when there are fewer rules and so discussion is less constrained. There are some rules that must apply to all meetings. These include rules giving status to the chair such as the requirement that all speakers address the chair. Rules which add to formality but which can be relaxed include:
   - speakers can only speak once
   - speakers have a limited speaking time
   - process for amending motions.

15. Relaxing these rules allows a meeting to have a general discussion, with any member speaking when they wish to contribute to the discussion, under the control of the chairperson. The meeting can make decisions without a formal procedure of moving and disposing of amendments.


17. The Working Party recommends that the full Standing Orders also apply to committees of the whole. This change has been made to the Standing Orders as the current ones relax the rule about speaking only once for all “committees”.

18. To promote informality at smaller committees, the working party recommends that the current rules, which remove the limitation of speaking only once, continue to apply to reporting committees and other committees, other than committees of the whole.

Workshops

19. The working party considered the options under existing standing orders for conducting workshops in conjunction with committee meetings. The following options allow a workshop to be held without creating a meeting on a separate day:
   1) hold a workshop immediately prior to the commencement of a formal meeting
   2) hold a workshop immediately following a formal meeting
   3) hold a workshop during the meeting by:
      a) adjourning the meeting, or
      b) not adjourning the meeting but suspending the standing orders, for example, on the rules of debate, and on motions and amendments; this allows members to speak more than once without time constraints and without rules around amending motions but still allowing voting.

20. The full Standing Orders do not apply to a workshop held outside the formal meeting or when the formal meeting is adjourned. Under existing Standing Orders the conduct of a workshop is determined by the presiding member. Since the formal meeting is not taking place, rules around quorums do not apply. Since resolutions are not being made, there is no requirement to provide for public attendance.

21. In option 3) b) the workshop is not a separate event before, after or during the meeting. The meeting continues, a quorum must be present, the meeting must be open to the public unless the public are legally excluded and the meeting may make resolutions. The rules relating to debate and making amendments are simply suspended to allow for informal discussion.
22. Given these options already exist under current Standing Orders, the working party does not recommend any changes to standing orders to allow for workshops taking place in conjunction with committee meetings.

23. A separate report on this agenda, relating to committee terms of reference, addresses workshops within the context of current committees and the meeting schedule.

Readability

24. The current Standing Orders were compiled in 2010 by the Auckland Transition Agency from legacy council standing orders and the NZ Model Standing Orders. It is appropriate to review them. Furthermore, the NZ Model Standing Orders are not easy to navigate to find answers to meeting issues that arise in real time.

25. The Working Party supports a change to the layout in order to:
   - remove material that is not relevant to the conduct of meetings
   - group standing orders in a logical layout that is easier to use
   - improve the wording to comply with plain language standards

26. The new layout puts standing orders that are most relevant at a meeting first:
   - meeting procedures
   - holding meetings
   - meeting quorums and attendance
   - committees
   - workshops
   - local boards
   - public
   - minutes
   - general

27. In addition, a two-page summary of key standing orders and flow chart are included in the front for ease of reference during a meeting.

Quorums

28. There have been times when, at the start of a meeting, a quorum of named members of a reporting committee was not present but there were other councillors in attendance who did not count towards the quorum. Councillors have expressed concern about the potential for such meetings to lapse, even though other councillors were present.

29. In the previous term, all councillors were deemed ex-officio members without voting rights of all “forums” (the equivalent of the current “Reporting Committees”), so that if present, such councillors would be counted towards the quorum.

30. The working party recommends that a similar provision is made for Reporting Committees so that, in addition to the named members of Reporting Committees, all other councillors are made ex-officio members without voting rights. If in attendance, the other councillors count towards the quorum provided there are no less than two named members with full voting rights present, one of which must be a councillor (this reflects the statutory minimum requirement for a quorum of a committee).

31. The quorums of committees are contained in the Terms of Reference of Committees, and the working party recommends these are amended to reflect these changes.

32. The working party also considers whether the chair could be given further powers in regard to the waiting time to form a quorum. Legislation requires a quorum to be present, but the Governing Body itself decides in its standing orders how long the meeting should wait for a quorum to form (currently 30 minutes). If the meeting lapses, the business is suspended until the next meeting unless the chair calls an earlier meeting.
33. The Working Party recommends that the chair should have the discretion to extend the waiting time to form a quorum where the chair has information that sufficient members to complete the quorum are approaching the meeting but are held up due to an unusual weather event or traffic congestion. This has been included in the standing orders (3.1.4).

Local Boards

34. The Governing Body’s current standing orders make two provisions for local boards:
   - speaking rights on an agenda item for the local board chairperson, or nominee, at the discretion of the meeting chairperson
   - local board input at the commencement of a meeting.

35. The working party considered whether these should be changed (for example, to remove the discretion of the chair so that speaking rights are automatic) and recommends they be retained.

36. The working party noted that various practices exist in relation to rights of councillors at local board meetings. The working party recommends to local boards that they incorporate a provision into their standing orders that mirrors the provision in the Governing Body standing orders so that councillors are given speaking rights at meetings of local boards, at the discretion of the chairpersons, on agenda items that are relevant to the Governing Body.

Attendance at meetings by audio or audio-visual means

37. The Local Government Act 2002 was amended in 2014 to provide for:
   - a member to attend a meeting by audio or audio-visual means
   - a person other than a member to attend a meeting by audio or audio-visual means (for example staff, CCOs or members of the public addressing the meeting).

38. The new provision does not in itself require any council to provide technology. Furthermore, the Act makes the provision subject to:
   - the council’s standing orders allowing it to happen and setting out the conditions
   - the presiding member being satisfied that:
     - the technology is available and of suitable quality
     - all those participating can hear each other
     - this does not reduce the accountability or accessibility of the member in relation to the meeting
     - the requirements of LGOIMA are met.

39. The accountability and accessibility of a member would include the meeting and the minutes of the meeting being clear which items the member was in attendance for and which items the member was not in attendance for.

40. A member attending by audio or audio-visual means is not counted towards the quorum.

41. The working party supports making provision in standing orders so these have been included in the new standing orders. The provision would only apply once technology was available. The working party was assisted by draft standing orders prepared through LGNZ.

42. These draft standing orders are based on the following principles:
   - Attendance by audio or audio-visual means should only occur when a member is not able to physically attend because:
     - the member is representing the Council at a place which makes physical attendance impossible
     - the member is ill or infirm
     - there is an emergency (for example, the ability for members to meet without being physically present was an issue raised some years ago during planning for a pandemic).
Formal permission is given by the meeting. For example, at the start of a meeting when receiving apologies the meeting would receive and approve any requests to attend by audio or audio-visual means. Approval would be subject to the chair being satisfied that the criteria in the legislation are met.

If a member is attending by audio or audio-visual means when the public are excluded, the member must ensure no-one apart from the member is able to hear or see the meeting and that this part of the meeting is not recorded.

Amendments
43. The current standing orders provide for a motion to be amended either by:
   - substitution of different wording with the agreement of the meeting, or by
   - an amendment which is moved, seconded, debated and put to the vote, prior to
     considering any further amendment.

44. The standing orders also provide for upcoming amendments to be foreshadowed (but they
cannot be debated until the current proposed amendment is disposed of).

45. The working party considered simplifying the process for amendments but recommends
   retention of the current process (except for committees that are not committees of the whole
   as referred to above).

Committees
46. The current standing orders contain statements spread through the standing orders about
   rules applying or not applying to committees. These have been brought into one section on
   committees and apply to all committees other than committees of the whole, which the
   working party feels should comply with the full standing orders.

47. The particular provisions for committees other than committees of the whole are:
   - members may speak more than once and speeches are not timed
   - it is not necessary to formally debate each amendment and dispose of it before moving
     on to the next amendment; the meeting can pick the best words from all suggested
     amendments.

Public Input
48. The Working Party recommends minor changes to Public Input standing orders:
   - an application to speak must be received no later than one clear working day prior to the
     meeting (currently no later than two working days)
   - the discretion of the chair to decline a request is extended to include reasons that:
     o the request is inappropriate
     o the business of the meeting is such that it is necessary to reduce or remove speaking
       time for all members of the public.

49. The meeting must be advised of any request that has been declined and the reasons for
    declining it.

Notices of motion
50. Under standing orders, an ordinary motion made at a meeting must be seconded before it
    can be debated. The working party recommends that this rule should apply to a notice of
    motion before it is accepted for placing on an agenda. A notice of motion, when lodged
    with the Chief Executive, should be signed by both the mover and a seconder (other than a
    notice of motion to revoke a previous decision which must be signed by not less than one
    third of the meeting).

51. The Standing Orders provide that if such a motion has been defeated it may be repeated
    two more times within six months (with the appropriate number of signatures). Given the
    workload of the Governing Body and its committees and the time it takes for debate when a
    meeting comprises 23 members, there should be provision for only one repeat within six
months and the required signatures should be a majority to show it is the will of the meeting to re-debate the matter.

Ordinary notice of motion

<table>
<thead>
<tr>
<th>Current standing orders</th>
<th>Amended standing orders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodged by proposer</td>
<td>Lodged by proposer with a seconder</td>
</tr>
<tr>
<td>If it is rejected by the meeting, the same motion can be put forward again within six months:</td>
<td>If it is rejected by the meeting, the same motion can be put forward again within six months:</td>
</tr>
<tr>
<td>(i) only a second time, with signatures of a majority.</td>
<td>(i) only a second time, with signatures of a majority.</td>
</tr>
</tbody>
</table>

Notices of motion to revoke a previous resolution

52. The Standing Orders provide for the revocation of a previous decision by way of notice of motion with one third signatures. There is no express provision in Standing Orders for repeat notices of motion to revoke. Words have been added to the Standing Orders to make clear there is no provision for a repeat.

53. Because a notice of motion to revoke causes a meeting to debate a matter a second time, the requirement for signatures should be a majority to show that this is the will of the meeting. This is consistent with the proposal above for an ordinary notice of motion.

54. A previous decision can always be revisited by way of report from the chief executive or chairperson if there is genuine new information that needs to be considered.

Notice of motion to revoke a previous resolution

<table>
<thead>
<tr>
<th>Current standing orders</th>
<th>Amended standing orders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodged by proposer, having signatures of one third.</td>
<td>Lodged by proposer having signatures of a majority.</td>
</tr>
<tr>
<td>Standing orders are silent on whether such a notice of motion could be repeated if it is rejected.</td>
<td>Clarify that the same notice of a motion to revoke a decision cannot be brought a second time within six months.</td>
</tr>
</tbody>
</table>

Extraordinary meetings

55. The working party considered whether the full procedural part of the agenda (acknowledgements, petitions, Local Board Input, Public Input) should be placed on agendas for extraordinary meetings. The current standing orders are not clear.

56. Extraordinary meetings, or other meetings that are not regular monthly meetings, are usually called to deal with a specific matter that cannot be deferred to the following regular monthly meeting.

57. The working party recommends retaining Local Board Input and Public Input on agendas for extraordinary meetings (or any other meeting that is not a regular monthly meeting):
- at the discretion of the chair, and
- only in regard to matters on the agenda.

Procedural motions
Following discussion at the workshop, the ability of a member to move the suspension of standing orders has been added to the section on procedural motions. The motion, if seconded, is put without debate but a 75% majority is required.

The chairperson has discretion on whether to accept any other procedural motion, which is consistent with the general rule that the chairperson decides all matters for which there is insufficient provision in the Standing Orders.

Extraordinary / urgent business

The Standing Orders mirror the provision in the Local Government Official Information and Meetings Act 1987 to allow business to be dealt with that is not on the published agenda. The Standing Orders do not set out a process for raising such an item of business.

The Standing Orders generally provide for business to be brought before a meeting in one of the following ways:

(i) report from the Chief Executive
(ii) report from the chairperson
(iii) notice of motion of a member
(iv) report of a committee

A matter of extraordinary business will usually be out of time for a notice of motion or report from a committee. An item of extraordinary business will therefore be brought before the meeting by way of report from the Chief Executive or report of the Chairperson. If there is not enough time to prepare a written report, the report may be verbal.

A member may bring to the attention of the meeting through the chair a matter that has come to the member's attention as needing urgent consideration.

An extraordinary matter which is simply a minor matter for discussion and not a matter of business that needs to be dealt with, will be at the discretion of the chair.

Refreshment breaks

A councillor has requested a requirement for a refreshment break be included in the standing orders.

Currently the standing orders set a maximum duration time of six hours (unless extended by resolution) but do not have any requirement for a refreshment break.

A requirement for a break after three hours has been added. The original request suggested two hours but this would not work with the current practice of commencing meetings at 9.30 am. A mandatory break at 11.30 am would likely have the effect of delaying a lunch break.

An option has also been added for a councillor who has attended back-to-back meetings continuously without a break for two hours to bring this to the chairperson's attention.

Other changes

Auckland Council has commenced webcasting meetings of the Governing Body and Committees of the Whole. The Working Party was asked to comment on draft protocols for webcasting. These have also been endorsed by the Mayor and have been included in the Standing Orders as an appendix.

Guidelines for who attends public-excluded meetings have been added as an appendix.

A summary of how business is placed on an agenda has been added as an appendix.

Consideration

Local Board Views and Implications

This report deals primarily with the standing orders of the Governing Body. Local board representatives were included in the working party and local board issues were discussed. The key issues were those relating to Governing Body confidential information and meetings
(which were taken into account in the previous report), the speaking rights of local boards at meetings of the Governing Body and its committees, and the speaking rights of councillors at local board meetings.

Maori Impact Statement
73. The standing orders deal with meeting procedure. They make provision for use of Te Reo. There are no proposed substantive changes that will impact on Māori.

Implementation Issues
74. Once the Governing Body has adopted these standing orders and approved the changes to the Terms of Reference, copies will be provided to all members of the Governing Body and its committees.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>Revised Standing Orders</td>
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Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Warwick McNaughton - Principal Advisor - Democracy Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Marguerite Delbet - Manager Democracy Services</td>
</tr>
<tr>
<td></td>
<td>Grant Taylor - Governance Director</td>
</tr>
<tr>
<td></td>
<td>Stephen Town - Chief Executive</td>
</tr>
</tbody>
</table>

Standing Orders - Proposed changes.
Governance forward work calendar - March 2018 to February 2019

File No.: CP2018/00331

Purpose
1. To present the updated governance forward work calendar.

Executive Summary
2. The governance forward work calendar for the Upper Harbour Local Board is in Attachment A. The calendar is updated monthly, reported to business meetings and distributed to council staff.

3. The governance forward work calendars were introduced in 2016 as part of Auckland Council’s quality advice programme and aim to support local boards’ governance role by:
   - ensuring advice on meeting agendas is driven by local board priorities
   - clarifying what advice is expected and when
   - clarifying the rationale for reports.

4. The calendar also aims to provide guidance for staff supporting local boards and greater transparency for the public.

Recommendation/s
That the Upper Harbour Local Board:

a) receive the Upper Harbour Local Board governance forward work calendar for the period March 2018 to February 2019, as set out in Attachment A to this agenda report.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A</td>
<td>Governance forward work calendar - March 2018 to February 2019</td>
<td>313</td>
</tr>
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</table>

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Cindy Lynch - Democracy Advisor</th>
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<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
<tr>
<td>Date</td>
<td>Topic</td>
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<tr>
<td>-------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Feb-18</td>
<td>Quarterly Performance Report: October to December 2017</td>
</tr>
<tr>
<td>Feb-18</td>
<td>Auckland Transport monthly update</td>
</tr>
<tr>
<td>Feb-18</td>
<td>Panuku Auckland six-monthly update</td>
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<tr>
<td>Feb-18</td>
<td>ATEDD six-monthly update</td>
</tr>
<tr>
<td>Feb-18</td>
<td>Revising the Local Board Standing Orders</td>
</tr>
<tr>
<td>Feb-18</td>
<td>Upper Harbour Open Space Network Plan - key moves</td>
</tr>
<tr>
<td>Feb-18</td>
<td>West Harbour marina - Panuku Development Auckland report</td>
</tr>
<tr>
<td>Mar-18</td>
<td>Auckland Transport monthly update</td>
</tr>
<tr>
<td>Mar-18</td>
<td>RFA quarterly report</td>
</tr>
<tr>
<td>Mar-18</td>
<td>Albany Community Hub EOI process - approve the vision / strategic plan / amended timeline</td>
</tr>
<tr>
<td>Apr-18</td>
<td>Auckland Transport monthly update</td>
</tr>
<tr>
<td>Apr-18</td>
<td>Quick Response Grants: Round Two</td>
</tr>
<tr>
<td>Apr-18</td>
<td>Facilities Partnership</td>
</tr>
<tr>
<td>Apr-18</td>
<td>Headquarters building / Sunderland Lounge - Confirm board position EOI process and selection criteria</td>
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<tr>
<td>May-18</td>
<td>Quarterly Performance Report: January to March 2018</td>
</tr>
<tr>
<td>May-18</td>
<td>Auckland Transport monthly update</td>
</tr>
<tr>
<td>May-18</td>
<td>Albany Community Hub EOI process - approve the decision criteria</td>
</tr>
<tr>
<td>Jun-18</td>
<td>Auckland Transport monthly update</td>
</tr>
<tr>
<td>Jun-18</td>
<td>Arts, Culture &amp; Events work programme 2018/19</td>
</tr>
<tr>
<td>Jun-18</td>
<td>Infrastructure &amp; Environmental Services work programme 2018/19</td>
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<tr>
<td>Jun-18</td>
<td>Parks, Sport &amp; Recreation work programme 2018/19</td>
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<td>Jun-18</td>
<td>Libraries work programme 2018/19</td>
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<tr>
<td>Jun-18</td>
<td>Community Facilities work programme 2018/19</td>
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<tr>
<td>Jun-18</td>
<td>Local Economic Development work programme 2018/19</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
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<tr>
<td>Jun-18</td>
<td>Quick Response Grants: Round Three</td>
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<td>Jun-18</td>
<td>RFA quarterly report</td>
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<tr>
<td>Jun-18</td>
<td>Adopt Long-term Plan</td>
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<tr>
<td>Jun-18</td>
<td>Adopt Local Board Agreement, Fees &amp; Charges Schedule, Work Programmes</td>
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<tr>
<td>Jul-18</td>
<td>Auckland Transport monthly update</td>
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<td>Jul-18</td>
<td>Civil Defence and Emergency Management public alert framework</td>
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<tr>
<td>Aug-18</td>
<td>Quarterly Performance Report: April to June 2018</td>
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<tr>
<td>Aug-18</td>
<td>Auckland Transport monthly update</td>
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<tr>
<td>Sep-18</td>
<td>Auckland Transport monthly update</td>
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<tr>
<td>Sep-18</td>
<td>RFA quarterly report</td>
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<tr>
<td>Sep-18</td>
<td>Albany Community House - approve licence to manage and occupy / funding agreement for community management</td>
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<tr>
<td>Oct-18</td>
<td>Auckland Transport monthly update</td>
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<td>Oct-18</td>
<td>Adoption of Local Board Plan</td>
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<td>Nov-18</td>
<td>Quarterly Performance Report: July to September 2018</td>
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<td>Nov-18</td>
<td>Auckland Transport monthly update</td>
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<td>Dec-18</td>
<td>Auckland Transport monthly update</td>
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<tr>
<td>Dec-18</td>
<td>RFA quarterly report</td>
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<td>Quarterly Performance Report: October to December 2017</td>
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<td>Auckland Transport monthly update</td>
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<tr>
<td>Mar-19</td>
<td>ATEED six-monthly update</td>
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</tbody>
</table>
Executive summary
1. The Upper Harbour Local Board workshops were held on Thursday 7 December 2017 and 1 February 2018. Copies of the workshop records are attached.

Recommendation/s
That the Upper Harbour Local Board:

a) receive the record of the Upper Harbour Local Board workshops held on Thursday 7 December 2017 and 1 February 2018 (refer to Attachments A and B to this agenda report).

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>Upper Harbour Local Board workshop record - 7 December 2017</td>
<td>317</td>
</tr>
<tr>
<td>B</td>
<td>Upper Harbour Local Board workshop record - 1 February 2018</td>
<td>319</td>
</tr>
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</table>

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Cindy Lynch - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
## Upper Harbour Local Board Workshop Record

Workshop record of the Upper Harbour Local Board held in the Upper Harbour Local Board office, Kell Drive, Albany Village, on 7 December 2017, commencing at 9.30 am

### Chairperson:
Lisa Whyte

### Deputy Chairperson:
Margaret Miles

### Members:
Uzra Casuri Balouch, Nicholas Mayne (left at 12.18pm), John McLean (left at 12.20pm), Brian Neeson

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
</table>
| Infrastructure and Environmental Services work programme update | • Local initiatives / specific decisions  
• Setting direction / priorities / budget  
• Oversight and monitoring | The Sustainable Schools Advisor, supported by the Relationship Advisor, was in attendance to update members on participation of Upper Harbour schools in the Enviroschools programme. Resources have been purchased to enable schools to carry out water testing on local streams once they have received the necessary training. |
| Presenters: | | |
| Theresa Pearce | | |
| Relationship Advisor | | |
| Morea Vasilaki | | |
| Sustainable Schools Advisor | | |
| Parks, Sport and Recreation work programme update | • Local initiatives / specific decisions  
• Setting direction / priorities / budget  
• Oversight and monitoring | Parks, Sport and Recreation staff were in attendance to give members an update on items of significance in the 2017/18 work programme. The Sport and Recreation Lead Team Leader will arrange a further workshop time in the New Year to update members on progress on the Hooton Reserve Masterplan. |
| Presenters: | | |
| Mark Maxlow | | |
| PSR Portfolio Manager | | |
| Mathew Walsh | | |
| Sport & Recreation Lead | | |
| Neil Coventry | | |
| Sport & Recreation Lead Team Leader | | |
| Community Facilities work programme update (LDI capex / investigation and design) | • Local initiatives / specific decisions  
• Setting direction / priorities / budget  
• Oversight and monitoring | The Stakeholder Advisor was in attendance to provide members with an update on locally driven initiative capital expenditure projects, and give a progress report on projects in the investigation and design stage. The Senior Growth Development Specialist was in attendance to give an update on the car park extension at Kell Park in Albany Village. Members asked the Stakeholder Advisor to discuss options with parks staff and report back in February. |
| Presenters: | | |
| Rodney Klaassen | | |
| Stakeholder Advisor | | |
| Angela Levet | | |
| Senior Growth Development Specialist | | |
### Art, Community and Events work programme update

**Presenters:**
- Lisa Howard-Smith  
  Strategic Broker
- Claire Stewart  
  Specialist Advisor

<table>
<thead>
<tr>
<th>Local initiatives / specific decisions</th>
<th>Setting direction / priorities / budget</th>
<th>Oversight and monitoring</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Strategic Broker was in attendance to give an update on the Arts, Community and Events work programme. An invitation to the opening of the St Mark’s Memorial Garden will be sent to members shortly.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Specialist Advisor was in attendance to provide members with information on her current youth initiatives, which include employment initiatives and projects with the Upper Harbour Youth Caucus.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Western Park concept design, Hobsonville Point

**Presenters:**
- Maylene Barrett  
  Senior Parks Planner
- Kathleen Waldock  
  Homes Land Community
- Kamelia Peneva  
  Isthmus
- Andrew Orriss  
  Isthmus
- Dan Ogle  
  A V Jennings

<table>
<thead>
<tr>
<th>Seeking input from the local board and parks department to co-design the park</th>
<th>Advice on issues or constraints associated with the design and its future approval</th>
<th>Seek local advice and commentary on the process of delivering parks in Hobsonville Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives from various organisations working on the Western Park concept design, were in attendance to socialise further ideas for this new park at Hobsonville Point.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Members requested that comprehensive and wide-reaching consultation be undertaken with the community to ensure as many views as possible were considered.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A report will be coming to the February 2018 business meeting for formal sign-off.</td>
<td></td>
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</tr>
</tbody>
</table>

The workshop concluded at 1.04pm
### Workshop Record

Workshop record of the Upper Harbour Local Board held in the Upper Harbour Local Board office, Kell Drive, Albany Village, on 1 February 2018, commencing at 9.30 am

**Chairperson:** Lisa Whyte  
**Deputy Chairperson:** Margaret Miles  
**Members:** Uzra Casuri Balouch, Nicholas Mayne, John McLean (until 11.09am)  
**Apologies:** Brian Neeson

#### Item 23

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Final findings of the sediment report</strong></td>
<td>• Information only</td>
<td>Council staff were in attendance to present a further overview on the findings of the</td>
</tr>
<tr>
<td><strong>Presenters:</strong></td>
<td>• Request feedback</td>
<td>report commissioned by the board on the generation of sediment in the Lucas Creek</td>
</tr>
<tr>
<td>Dr Jarrod Walker</td>
<td></td>
<td>catchment.</td>
</tr>
<tr>
<td>Principal Coastal Specialist</td>
<td></td>
<td>Dr Walker also presented maps of the 10 catchment areas that have been</td>
</tr>
<tr>
<td>Theresa Pearce</td>
<td></td>
<td>recommended as priority areas for volunteer planting programmes.</td>
</tr>
<tr>
<td>Relationship Advisor</td>
<td></td>
<td>A report will be coming to the March business meeting to formally endorse which areas</td>
</tr>
<tr>
<td>Anna Baine</td>
<td></td>
<td>to prioritise.</td>
</tr>
<tr>
<td>Community Park Ranger</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Community Facilities work programme update</strong></td>
<td>• Introduction and handover</td>
<td>The new Stakeholder Advisor for the Taihia area was introduced to the board.</td>
</tr>
<tr>
<td>(LDI capex / Investigation and Design)</td>
<td>• Update on Unsworth Heights 3-on-3</td>
<td>The new Community Led and LDI Specialist was also in attendance to provide an update on</td>
</tr>
<tr>
<td><strong>Presenters:</strong></td>
<td></td>
<td>the Unsworth Heights basketball court project.</td>
</tr>
<tr>
<td>Cherie Veza</td>
<td></td>
<td>A report will be coming to the February business meeting for formal endorsement.</td>
</tr>
<tr>
<td>Stakeholder Advisor</td>
<td></td>
<td></td>
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<tr>
<td>Rodney Klaassen</td>
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<tr>
<td>Stakeholder Advisor</td>
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</tr>
<tr>
<td>Kris Bird</td>
<td></td>
<td></td>
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<tr>
<td>Community Led and LDI Specialist</td>
<td></td>
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<tr>
<td><strong>Arts, Community and Events work programme update</strong></td>
<td>• Local initiatives / specific</td>
<td>The Strategic Broker was in attendance to provide an update on the Arts, Community and</td>
</tr>
<tr>
<td><strong>Presenters:</strong></td>
<td>decisions</td>
<td>Events work programme.</td>
</tr>
<tr>
<td>Lisa Howard-Smith</td>
<td>• Oversight and monitoring</td>
<td>A report will be coming to the February business meeting to formally approve the</td>
</tr>
<tr>
<td>Strategic Broker</td>
<td></td>
<td>engagement of the Red Frogs Support Network at the two remaining Movies in Parks events.</td>
</tr>
</tbody>
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Board Members’ reports - February 2018
Item 23

<table>
<thead>
<tr>
<th>Northern Corridor Improvements (NCI) project:</th>
<th>To introduce key personnel from the new NCI Alliance</th>
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</thead>
<tbody>
<tr>
<td>Introduction to the NCI Alliance</td>
<td>Inform the board about construction staging plans</td>
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<tr>
<td>Construction staging</td>
<td>Inform the board about community engagement plans for the next four years</td>
</tr>
<tr>
<td>Community engagement framework</td>
<td>Members of the NCI Alliance team were in attendance to provide an update on the construction staging and community engagement timelines.</td>
</tr>
<tr>
<td>Presenters:</td>
<td>A further workshop has been organised in February to socialise a range of walking and cycling connections currently under investigation, and to inform the board about the urban design plans.</td>
</tr>
<tr>
<td>Aimee Brock</td>
<td>The board confirmed they would like quarterly updates from the NCI Alliance team, along with a formal report to a business meeting every quarter.</td>
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<tr>
<td>Communications and Engagement Team Manager</td>
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<tr>
<td>Trish Vial</td>
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<tr>
<td>Community Engagement Managers</td>
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<tr>
<td>Alex Elton-Farr</td>
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<td>Stakeholder Manager</td>
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<td>Brian Robertson</td>
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<td>Journeys Manager</td>
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The workshop concluded at 1.25pm
Executive summary
An opportunity is provided for members to update the Upper Harbour Local Board on projects and issues they have been involved with since the last meeting.

[Note: This is an information item and if the board wishes any action to be taken under this item, a written report must be provided for inclusion on the agenda.]

Recommendation/s
That the Upper Harbour Local Board:

a) receive the verbal board members’ reports.

Attachments
There are no attachments for this report.

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Cindy Lynch - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
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</table>
ATTACHMENTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Attachment</th>
<th>Description</th>
<th>Page</th>
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</thead>
<tbody>
<tr>
<td>8.1</td>
<td>A</td>
<td>Harbour Sport presentation</td>
<td>325</td>
</tr>
<tr>
<td>8.2</td>
<td>A</td>
<td>Oruamo/Hellyers Escarpment Pest Control project</td>
<td>343</td>
</tr>
<tr>
<td></td>
<td>B</td>
<td>Greenhithe Community Trust presentation</td>
<td>345</td>
</tr>
<tr>
<td>8.3</td>
<td>A</td>
<td>Albany United Football Club photos</td>
<td>355</td>
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</tbody>
</table>
Harbour Sport
in
Upper Harbour
What We Do

- Support community development for sport and healthy lifestyles and strive to influence more people to participate in sport and physical activity.

- Provide advocacy, expertise, investment and support to RSOs, Clubs, Schools and Community organisations within our region.

- Support the capability of these organisations by modelling and sharing good practice in governance, management, leadership, community engagement and development.

- Work collaboratively developing relationships with and between Council, Local Boards, RSOs, Clubs, Schools and Community organisations.

- Seek contracts related to sport, recreation and health and where possible fills gaps in the community where delivery is required before turning it into a sustainable project that can be passed on to local community groups.
Key Focus for Next 3 Years

Young people 5 – 18
Targeted communities
Asian, Samoan, Maori
Staffing Resource

Leadership / Advocacy / Management
Accounts and Administration
Bikes
Spaces and Places
Events / Business Development
Health
Maori (Employed through Sport Waitakere)
Pacific
Asian
Community Sport development (including secondary school and young people) and coaching
ActivAsian

- **Walk With Us – Albany**, this has since grown to three walks per week for varying abilities, over 250 individual participants
- **Spike Spin Smash – Social sport session** at Massey University May to Oct—average of 25 participants each week
- **ActivAsian Get Set Go – Athletics NZ**'s fundamental skills programme delivered to three schools, including 2 in the local board area – Oteha Valley, Stanmore Bay, Albany School to highlight the importance of developing FMS from a young age in Asian families
  - 272 sessions were delivered to 719 children in these schools
KiwiSport

- 6 KiwiSport projects and 11 sports (AFL, Athletics, Baseball, Diving, Gymnastics, Netball, Swimming & Tennis) delivered in the Upper Harbour Local Board area
- 3483 individual school-aged participants have been impacted by these projects
Fundamental Movement Skills

A Community Physically Active for Life
Inspiring, Empowering, and Strengthening the Community through Sport and Physical Activity

Fundamental Movement Skills (FMS)

- Workshops in primary schools (Professional Development for teachers)
- In summary: 16 workshops at 7 schools - A U T and 248 attendees
- 3 FMS workshops at Westminster School - 31 teachers attended
Bike Work

- 342 year 8 Albany Junior High School students participated in grade 1 & 2 cycle skills training.
- 77 year 9 Hobsonville Pt Secondary School students participated in grade 1 & 2 cycle skills training.
- 1x Ride Leader Workshop partnered with Cycling NZ - 12 attended & received mentoring
- 1x Bikes in Schools teacher workshop at Upper Harbour Primary- 25 teachers participated
- 1x Adult grade 1 & 2 cycle skills workshop- 17 Korean females attended. 4 learnt how to ride.
- 20 youth aged 5-12 participated in the July & October cycling holiday programmes. 3 learnt how to ride.
Secondary Schools

- Individual meetings/support with Albany Senior High School, Albany Junior High School & Pinehurst School
- KiwiSport Year 2 project – GROWING Student Sport Opportunities at Albany Senior High School
- Attendance from Albany Senior High School, Albany Junior High School, Kristin School & Pinehurst School at Secondary School Sport meetings (held each term)
- North Harbour Student Sports Council 2017
  - Student representatives from Albany Senior High School & Kristin School
  - Value of School Sport video from Albany Senior High School to promote what sport means to their school
  - Albany Senior High School Student Sports Council continued the in school sports project to encourage new participants to play sport (Fast5 Netball & Futsal)
Green Prescription

Green Prescription (GRx) is a nationwide programme that motivates sedentary adults, through phone support, to lead an independently active lifestyle.

- Green Prescription has supported 371 Upper Harbour clients to get active with face-to-face or phone support over the last year.
- Clients are also guided towards on-going programmes in the area: Community Groups and fitness centres
- Have started face to face consultations at the Albany Leisure Centre, along with weekly circuit classes. Since beginning the service in September, attendances at consults, classes and casual use, from Green Prescription clients has risen from 26 per month to just over 100 per month in November. This will continue to grow.
Active Families & Active Teens

Active Families assists families of overweight/obese children and the children themselves, to become more active, gain nutritional knowledge and become involved in regular activity.

- 9 Active Families/Teens have been referred and some have received support through family meetings, nutritional advice and weekly exercise classes over the last year
- All families enrolled participated in the Mud Monster Mud Rush event held at Massey University this year, as well as enjoying an offsite session at the new Albany Pool.
Community Strength and Balance

ACC is working with the health sector to improve the effectiveness of injury prevention and rehabilitation for older people so they can live stronger for longer in their communities.

A key part of this work is the provision of community group strength and balance programmes for those older people who are at risk of falling.

Classes meet an evidence-based criteria developed to improve strength and balance to help prevent falls and associated injuries.

- In the Upper Harbour Local Board area there are currently two classes approved
  - Fairview Retirement Village, Albany and Hip Operation – Herald Island
Sport Capability

- In-depth support for the three Pony Clubs and RDA collaboration at Wainoni Park
- Strategic Planning completed and implemented with Touch North Harbour and Harbour Hockey, initiated with Harbour Volleyball
- Tennis Northern Strategic Plan and governance review completed
- In-depth support for re-structure of Harbour Hockey – further development of junior hockey structure
- Establishment of a targeted Community of Activity in Albany
- Relationship support – new Hockey Centre
- Relationship and capability development for the delivery of school sport for Harbour Hockey, Touch North Harbour and Harbour Volleyball
- Ongoing support for Tennis Northern Board appointments
- Generic Club Development workshop programme
- Collaboration with Local Board for contributions to Harbour Sports Summits and Sector Knowledge Days
- In-depth support for all sport and recreation organisations regarding LB Plan submissions
Coaching

- 25 workshops delivered, impacting 110 coaches from 11 different sports
- 3 Specific club/RSO/NSO coach development workshops delivered to 44 coaches
- Support for the development of a coaching plan with North Shore United Hockey Club
Established a Pony Club as a result of the Northern Corridor Improvement Project.

New leases for Harbour Hockey, North Harbour BMX & Rosedale.

Submissions completed and public hearings attended in support of the park in collaboration with Tennis Northern and Auckland Council.

Ongoing support for facility use and site development at Albany Tennis

**Spaces and Places**
Events

Sport Excellence Awards
Recognising local talent that have been successful across all levels of sport and acknowledged the countless individuals who dedicate their time to keeping sport running in the region

- 328 attendees, 24 sports represented, 110 nominations and 85 finalists
- North Shore Beach theme with Hand Up Fund Auction to support local athletes
- Hand Up Fund auction raised $2900 and donated a total of $3000 to 3 junior athletes to assist in their sporting pursuits
- 2 Legend of Harbour Inductions: Tom Ashley and Tania Dalton
Events

Mud Monster Mud Rush
- Date: 9th & 10th September
- 2.5km Muddy Obstacle Course at Massey University
- A record number of 2033 participants – steady growth since 2013 with 264 from the Upper Harbour Region
- Majority of participants were families.

Shore to Shore
- Date: Sun 9th April
- 33rd annual 5km Fun Run/Walk
- 5394 Total Participants with 700 from the Upper Harbour Region
- 48 schools represented
- Over $17,000 donated back to local schools in the form of Sports Distributors vouchers
Background Information Received by Email, 2 February 2018

Kia ora Upper Harbour Local Board

Two large grants totaling $66,000 from Transpower and Lotteries Environment have wonderfully been awarded to Greenhithe Community Trust late last year for pest control in Oruano/Hellyers Creek using modern technologies (gas traps). We had input from Auckland Council specialists in the grant applications. We are keen for UHLB endorsement of the project, to have UHLB guidance and involvement, and to work in well with existing volunteers and contractors.

Greenhithe Community Trust has engaged Richard Chambers part time as facilitator of the project. It would be good to introduce him. He also works for Gecko Trust. The project will involve a lot of volunteers and private land owners.

The pest control project will cover 140 hectares of land, half of which is reserve and half is private. 90% of reserve land is UHLB, 10% is Kaipatiki. The area is considered ecologically important in the Auckland Council North West Wild Life Prioritisation report published last year (relevant pages are 35 to 38) and includes Kereru Reserve. Much of the terrain is steep and difficult and there is very little public access.

Good Nature is a NZ company working with DOC to develop new pest control methods and their gas traps are environmentally safe and effective [https://www.goodnature.co.nz/](https://www.goodnature.co.nz/). These traps use a gas cylinder and bolt system and reset themselves for multiple kills so they are particularly useful in the difficult terrain that is typical of this escarpment. Nature deals with the carcasses. The traps will not be put near public places.

From a practical perspective, we are dividing the 140 hectares into 15 blocks based around natural community groupings (mostly streets and reserves) and naming these simply Tahi, Rua, Toru, Wha etc. Then we will seek a volunteer Kaitiaki for each forest block who would rally the private land owners of the large blocks to regularly manage the gas traps (renew the lure and gas cylinder every 6 months). This is similar system to the Street Contact system for Neighbourhood Support that we already have running in Greenhithe. We plan to start at the Western end in Tauhinu Reserve and move towards the East.

The future: at this stage (unless we can raise another grant) we only have Richard Chambers until December, so an important part of his role is creating a volunteer system and data base for the future management of the gas traps. There could be Phase 2 involving the area between the high priority area of the creek and the motorway. And Phase 3 involving the rest of Greenhithe.

Local iwi are another major stakeholder.

We have been meeting with Auckland Council bio security and parks people to make sure we are on the right track.

There will be some media interest around this good news story (bad news for rats and possums!).

We are happy to answer any questions. We will bring gas traps to the deputation to show the board how they work.

Ngā mihi, Amanda Mitchell
Chair [www.greenhithecommunitytrust.org.nz](http://www.greenhithecommunitytrust.org.nz)
At the Greenhithe Community Trust

Our vision is a vibrant, healthy, caring community.
Our mission is to equip the people of Greenhithe with practical ways to accomplish this vision. We do this by drawing together resources and services, and by mobilising and supporting the community to make Greenhithe an even better place to live.
NORTH WEST WILDLINK
Prioritisation Report
Prepared for Auckland Council

13 April 2017
Item 8.2

Working together

Sharing ideas

Sharing resources

Partnering on projects