I hereby give notice that an ordinary meeting of the Māngere-Ōtāhuhu Local Board will be held on:

**Date:** Wednesday, 21 November 2018  
**Time:** 5.00pm  
**Meeting Room:** Māngere-Ōtāhuhu Local Board Office  
**Venue:** Shop 17B  
93 Bader Drive  
Māngere

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**Māngere-Ōtāhuhu Local Board**  
**OPEN ADDENDUM AGENDA**

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**MEMBERSHIP**

**Chairperson**  
Lemauga Lydia Sosene

**Deputy Chairperson**  
Togiatolu Walter Togiamua

**Members**

Tauanu’u Nick Bakulich  
Carrol Elliott, JP  
Makalita Kolo  
Tafafuna’i Tasi Lauese, JP  
Christine O’Brien

(Quorum 4 members)

---

Janette McKain  
Local Board Democracy Advisor

15 November 2018

Contact Telephone: (09) 262 5283  
Email janette.mckain@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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Te take mō te pūrongo / Purpose of the report

1. To seek approval from the Māngere-Ōtāhuhu Local Board to:
   a) publicly notify the draft Old School Concept Plan for consultation;
   b) notify an intention to grant a licence to occupy to Cook Islands Development Agency New Zealand (CIDANZ) for interim activities on the land;
   c) notify a small lease extension for the existing Tavaesina Trust.

Whakarāpopototanga matua / Executive summary

2. A draft concept plan for the future development of the Old School Reserve has been developed for public consultation. It has been funded and supported by the local board.

3. The concept plan is a blueprint for future use and development of the reserve and is an integrated approach involving all lessees and stakeholders.

4. The plan provides certainty for the lessees and council as to how the land will be used, bringing to an end the uncertainty and ad hoc nature of earlier development proposals.

5. The recommendations are to publicly notify the draft concept plan, licence to occupy, and intention to grant a new community lease.

6. To accommodate the activities of the Cook Islands Development Agency New Zealand, in anticipation of the concept plan being implemented, a licence to occupy for an area of land to the front of the reserve is proposed. This can be notified with the draft concept plan.

7. In addition, a small portion of land is required for the Tavaesina Trust, as a new community lease area, to support its consented expansion. This can also be notified with the above.

Ngā tūtohunga / Recommendation/s

That the Māngere-Ōtāhuhu Local Board:

a) approve the public notification of the draft Old School Reserve Concept Plan for submissions.

b) form a hearings panel comprising the members of the local board to hear submissions on the draft Old School Reserve Concept Plan (if any).

c) approve the public notification of the local board’s intention to grant a Licence to Occupy to the Cook Island Development Agency New Zealand, to accommodate its activities for a period of five (5) years.

d) form a hearings panel comprising the members of the local board to hear submissions on the intention to grant a Licence to Occupy to the Cook Island Development Agency New Zealand (if any).

f) approve the public notification of the local board’s intention to grant a community lease to Tavaesina Trust on the same terms and conditions as the current community lease held by the group.

f) form a hearings panel comprising the members of the local board to hear submissions on the intention to grant a community lease to Tavaesina Trust (if any).
Horopaki / Context

8. A draft concept plan for the integrated development of the Old School Reserve on Kirkbride Road, Mangere, has been developed with key stakeholders. It was supported by the local board by way of resolution MO/2018/75 on 16 May 2018, and at a workshop of the local board on 3 October 2018 (refer Attachment A).

9. The draft concept plan has resulted from extensive work by council staff and the stakeholders on the reserve forming collaborative relationships, defining their aspirations and future land use goals over a number of years.

10. The Cook Islands Development Agency New Zealand (CIDANZ) and the Auckland Teaching Gardens Trust (ATG), have developed a strong working relationship which blends their community initiatives to be more widely beneficial to the community.

11. The draft concept plan captures all of the initiatives and plans for the development of the reserve for the community. It includes current consented proposals and future indicative development.

12. The draft concept plan is now ready for public and iwi consultation. After the consultation period, submissions will be analysed and reported back to the local board for a decision on adoption of the plan.

13. In the meantime, some existing activities require an interim licence to occupy, while elements of the concept plan are implemented.

14. The licence to occupy includes an area to the front of the reserve facing Kirkbride Road, to temporarily accommodate the CIDANZ teaching kitchen, shared market space and a café referred to in the resolution of 16 May 2018. It will also house the already approved relocatable war memorial.

15. The licence to occupy requires public and iwi consultation and can be undertaken at the same time as notification of the draft concept plan.

16. The licence is required to allow continuity of the community and social services provided by CIDANZ, until their new facility is constructed. It is recommended that a five year licence to occupy be offered to the group.

17. Tavaesina Trust operates an existing early childhood education centre (ECE) on Old School Reserve and has an existing community lease. It holds a consented extension of the service and requires some additional lease area. This is shown as item 18 on the plan in Attachment A.

18. The intention is to notify a new community lease for the new area of land with the same terms, conditions and expiry date as the existing lease, so that when they both expire, the two can be combined into a single renewed lease.

19. The land is currently an unused portion of the reserve which, when leased to Tavaesina, will provide a better carpark/lease boundary than exists at present.

20. The concept plan also shows the proposed lease boundary for ATG. A formal report seeking local board approval for their lease will be presented once the consultation period for the concept plan is complete.

Tātaritanga me ngā tohutohu / Analysis and advice

Draft Concept Plan

21. The draft concept plan shows the proposed future state of the reserve which combines the activities of the existing early childhood education centres, the Auckland Teaching Gardens and the activities of CIDANZ.

22. The draft concept plan is an integrated development approach with greater recreational, educational and cultural use of the land, by increasing linkages between the key stakeholders. It improves traffic safety and provides age appropriate play spaces. At the
same time it integrates the heritage elements of the reserve with the proposed developments.

23. The draft concept plan, if adopted, will determine the land tenure requirements for the teaching gardens and CIDANZ, who will have leases for their defined areas of activity.

24. The indicative position and future lease footprint of the CIDANZ new building is shown on the plan. The plan also removes the old gravel track in order to prevent the track from interfering with the future use of the consented CIDANZ ECE.

25. When the CIDANZ ECE is operational, the gravel track traffic and pedestrian safety will be managed by interim traffic management measures which will slow vehicles. This includes speed limit signs and a raised, marked temporary pedestrian crossing, as well as CIDANZ ECE staff crossing wardens. Staff are currently in discussions the ATG over the use of the track by delivery vehicles to the gardens, so that risks can be further minimised.

Licence to Occupy

26. The existing CIDANZ activities to the front of the Reserve will eventually cease. These will include the removal of the existing house and shed.

27. Current activities include a garden between the two buildings, the packing shed social enterprises, a café/caravan and a small artificial grassed meeting space. These activities are to be defined in the licence to occupy, to allow for the continuation of the land uses, while the concept plan is progressively implemented (Attachment B).

28. A five year term is envisaged which will allow time for the future CIDANZ building to be funded, designed and constructed, along with the consented ECE. Improvements will also be made to the current gravel track (which will eventually be closed to vehicular traffic).

29. The licence to occupy is the best instrument to allow the CIDANZ land use activities as an interim measure. Because the land is held under the Local Government Act 2002, council is required to consult with iwi and the public prior to granting a licence to occupy.

30. If submissions are received they can be heard by the local board or an appointed commissioner before a decision is made on whether to grant a licence to occupy.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views

31. Local Board support for the proposed activities, development of the reserve and draft concept plan is indicated by the resolution and workshop as discussed above (MO/2018/75). Local impacts will be positive by providing a central recreation, health, education and wellness hub that reaches all elements of the community.

32. The draft concept plan and its land uses align with the zoning and purpose of the land, and further supports the retention of the land as a place for community recreation.

33. The combination of heritage preservation, early learning, teaching gardens, cultural, community and social enterprise activities on the land makes the reserve a key part of achieving the local board objective of creating facilities for diverse needs.

34. The incremental implementation of a concept plan will cement the Old School Reserve as a focus of community use and co-operation.

Tauākī whakaaweawe Māori / Māori impact statement

35. Iwi will be engaged with during the public notification of the licence to occupy and consultation relating to the draft concept plan, as required under the Local Government Act 2002 and the Conservation Act 1987.

36. The licence to occupy and the draft concept plan will both provide local benefits for many communities, including Māori, through the provision of community facilities that provide a wide range of social and community opportunities.
37. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader legal obligations to Māori. Support for Māori initiatives and outcomes are detailed in Te Toa Taktitini, Auckland Council’s Māori Responsiveness Framework.

Ngā ritenga ā-pūtea / Financial implications

38. There are no financial implications to notifying the draft concept plan or the licence to occupy. Costs will be met by current budgets and existing LDI funding for the development of the draft concept plan.

39. Implementation of the groups’ aspirations – CIDANZ, Tavaesina Trust and ATG – will be delivered and funded by each of the groups. Park infrastructure shown on the concept plan will be implemented in stages as funding allows (refer to Attachment C showing the recommended stages).

Ngā raru tūpono / Risks

40. There are no significant risks in the proposal. There may be a risk that submissions received from the community could lead to a potential change in the plan prior to a report for adoption.

Ngā koringa ā-muri / Next steps

41. If the local board resolves to notify the draft Old School Reserve Concept Plan, licence to occupy and new community lease, officers will undertake the necessary processes required. Thereafter all submissions will be analysed prior to the findings being reported back to the local board with recommendations.

Ngā tāpirihanga / Attachments

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<td>B</td>
<td>Proposed area of Licence to Occupy</td>
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<tr>
<td>C</td>
<td>Potential Infrastructure Staging Plan</td>
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Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Allan Christensen - Senior Land Use Advisor</th>
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<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Carol McKenzie-Rex - Relationship Manager</td>
</tr>
</tbody>
</table>
Attachment A

Item 31

NOTES:

1. Proposed vertical garden area, created and run by kōrero Tūākiri (Ade, 2019).

2. Existing buildings/carspark removed from Kātore Road frontage of park, with these operations moved into the One Village building (8). Refer interim plan adjacently for layout of this area while funds for the One Village proposal are being sourced.

3. Field to receive drainage improvements to allow year-round use and solve drainage concerns in SW corner, and minor grading by accepting fill from other nearby projects. Note: most ‘non-active’ Hills in the northern corner would be incorporated into the paths, but one may need to remain in the field area.

4. Proposed play area. Design to be confirmed for this area once budget is allocated, but could include playground as well as barbecues, bike racks, picnicking, drinking fountain and potentially a shelter.

5. Existing dometel toilet on site removed in this location, so as to service the playground better.

6. Existing heritage area left largely unmodified, due to heritage overlays.

7. Long-panoramic kitchen location. This location has good road visibility and parking access. Location is close to One Village services, reducing costs. This location has a good synergy with the playground area as well as the One Village area and potential temporary market events located there.

8. Proposed One Village location. Footprint shown is around 700m², and this could increase as required if necessary, or second phases were added. This location has a paved area facing Kātore Road, which could serve as a market/events space, with extra area spilling out into the field beyond.

9. Existing gravel area reduced back to pedestrian-only upon creation of extended access off Ruakura’s Drive, to improve safety and circulation through the site. This is important to avoid potential conflicts at road crossing point with the converted ECE centre. Footpath would run along new road to allow foot access between ECE/Community buildings and the gardens in the south of the site.

10. Proposed look and war memorial location (interior).

11. ECE facility area (two existing, west one must be consented). Linear path proposed to connect all three facilities with the carpark.

12. Potential linear style planting (including path/trackway) offers visual dominance of buildings in this area, and allows for potential food gathering/education opportunities with the ECE facilities.

13. Potential youth space, with seating areas, planting and basketball half courts.

14. Discuss options to open up access to neighbouring school, improving walkability of neighbourhood and activating the park.

15. Potential informal BMX track area.

16. Existing carpark, including consented extension.

17. Proposed kōrero Tūākiri (Ade, 2019) style area.

18. Concept extension to ECE. Hatched area shows proposed extension to hatched area.
Attachment B: Proposed area of Licence to Occupy for Cook Island Development Agency New Zealand
Attachment C : Potential infrastructure staging for Draft Old School Reserve Concept Plan
Urgent Decision relating to the Māngere Mountain Education Trust

File No.: CP2018/22089

Purpose
1. To notify the Māngere-Ōtāhuhu Local Board of a decision made under the Local Board’s urgent decision-making process relating to the Māngere Mountain Education Trust.

Recommendation/s
That the Māngere-Ōtāhuhu Local Board notes the urgent decision relating to the Mangere Mountain Education Trust.

Attachments

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Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Janette McKain - Local Board Democracy Advisor</th>
</tr>
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<tbody>
<tr>
<td>Authorisers</td>
<td>Carol McKenzie-Rex - Relationship Manager</td>
</tr>
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</table>
Memo

To: Carol McKenzie-Rex
cc: Alastair Cameron, Manager, CCO Governance and External Partnerships
From: Sarah Holdem, Principal Adviser, CCO Governance and External Partnerships

Subject: Urgent decision request of the Māngere-Ōtāhuhu Local Board

Purpose
The purpose of this memo is to initially seek the local board relationship manager’s authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

Reason for the urgency
The reasons for the urgency are:

- Māngere Mountain Education Trust has advised that its financial position means that it needs certainty about funding streams urgently (before its next board meeting on 13 November), or it may be required to wind up.
- the next scheduled Local Board meeting takes place on 21 November.
- the Māngere-Ōtāhuhu Local Board has the decision-making authority over the $300,000 operating grant for MMET.

Decision sought from the chair and deputy chair (or any person acting in these roles)
That the Chair and Deputy Chair of the Māngere-Ōtāhuhu Local Board:

a) approve the release of $94,000 of the $300,000 annual operating grant for 2018/19 to the Māngere Mountain Education Trust (MMET) urgently
b) note that the process of MMET meeting a set of internal control standards developed by Auckland Council’s Internal Audit department is underway
c) agree that the Māngere-Ōtāhuhu Local Board will consider the release of the remaining $206,000 in March 2019, along with an updated set of Key Performance Indicators
d) request members of MMET’s board to update the Māngere-Ōtāhuhu Local Board on a quarterly basis, with the first update to take place in February

Background
In the 2017/18 financial year, Māngere Mountain Education Trust (MMET) received $94,000 of operational funding from the Māngere-Ōtāhuhu Local Board. In June 2018, the Governing Body agreed to provide an additional $206,000 per annum of operational funding to MMET for the first three years of the 2018-2028 Long-term Plan. The Local Board is the decision-maker on approving the total $300,000 of funding.
A previous report to the Local Board noted that MMET’s financial position had deteriorated from the two previous years, and that its total current assets had reduced significantly since the previous financial year. Since that time, the Trustees have met with the Local Board and advised that they are likely to wind up MMET in November if its financial position does not change.

Staff recommend that the Local Board approves the urgent release of $94,000 of funding to MMET, and should consider allocating the remaining $206,000 of operational funding in March 2019. A revised set of KPIs will also be presented in March.

Authorisation of the urgent decision-making process

Signed by Carol McKenzie-Rex
Relationship Manager, Māngere-Ōtāhuhu Local Board

Date 14/11/18

Approval to use the urgent decision-making process

Lemauga Lydia Sosene
Chairperson, Māngere-Ōtāhuhu Local Board

Date 14/11/18

Walter Togiamua
Deputy Chairperson, Māngere-Ōtāhuhu Local Board

Date 14-11-18
Māngere-Ōtāhuhu Local Board Resolutions
That the Chair and Deputy Chair of the Māngere-Ōtāhuhu Local Board:

a) approve the release of $94,000 of the $300,000 annual operating grant for 2018/19 to the Mangere Mountain Education Trust (MMET) urgently

b) note that the process of MMET meeting a set of internal control standards developed by Auckland Council’s Internal Audit department is underway

c) agree that the Māngere-Ōtāhuhu Local Board will consider the release of the remaining $206,000 in March 2019, along with an updated set of Key Performance Indicators

d) request members of MMET’s board to update the Māngere-Ōtāhuhu Local Board on a quarterly basis, with the first update to take place in February

Lemauga Lydia Sosene
Chairperson, Māngere-Ōtāhuhu Local Board

Date 14/11/18

Walter Togiamua
Deputy Chairperson, Māngere-Ōtāhuhu Local Board

Date 14-11-18
Mangere Mountain Education Trust funding 2018-19

File No.: CP2018/21275

Te take mō te pūrongo / Purpose of the report

1. To approve the release of a first tranche of funding for the Māngere Mountain Education Trust for the 2018/19 financial year.

Whakarāpopototanga matua / Executive summary

2. In the 2017/18 financial year, Māngere Mountain Education Trust (MMET) received $94,000 of operational funding from the Māngere-Ōtāhuhu Local Board. In June 2018, the Governing Body agreed to provide an additional $206,000 per annum of operational funding to MMET for the first three years of the 2018-2028 Long-term Plan. The Local Board is the decision-maker on approving the total $300,000 of funding.

3. Staff recommend that the Local Board approves the release of $94,000 of funding to MMET, and should consider allocating the remaining $206,000 of operational funding in March 2019. A revised set of KPIs will also be presented at this time.

4. Staff from the Internal Audit department have a preliminary view that, subject to verification by council staff, MMET has an appropriate set of internal controls and risk mitigations in place.

Ngā tūtohunga / Recommendation/s

That the Māngere-Ōtāhuhu Local Board:

e) approve the release of $94,000 of the $300,000 annual operating grant for 2018/19 to the Māngere Mountain Education Trust (MMET) urgently

f) note that the process of MMET meeting a set of internal control standards developed by Auckland Council’s Internal Audit department is underway

g) agree that the Māngere-Ōtāhuhu Local Board will consider the release of the remaining $206,000 in March 2019, along with an updated set of Key Performance Indicators

h) invite members of MMET’s board to update the Māngere-Ōtāhuhu Local Board on a quarterly basis, with the first update to take place in February

Horopaki / Context

5. The Māngere Mountain Education Trust (MMET) is an Auckland Council council-controlled organisation which operates an education centre on the slopes of Te Pāne o Mataoho / Māngere Mountain.

6. In October, staff recommended a funding proposal for MMET for the 2018/19 financial year. The Māngere-Ōtāhuhu Local Board deferred the decision to its November meeting and requested further information on MMET’s progress in meeting the set of internal controls developed by the Internal Audit department, covering financial management and governance.

Funding for 2018/19

7. In the 2017/18 financial year, MMET received $94,000 of operational funding from the Māngere-Ōtāhuhu Local Board. This was Asset Based Services (ABS) funding from the Parks, Sports and Recreation (PSR) budget. In June 2018, the Governing Body agreed to provide an additional $206,000 per annum of operational funding to MMET for the first three years of the 2018-2028 Long-term Plan. This is also ABS funding, which means that the Local Board is the decision-maker on approving the total $300,000 of funding.
8. Staff presented MMET’s business plan and revised statement of intent in the October report. Together, these set out MMET’s planned expenditure for the 2018/19 financial year based on the increased operating funding.

9. The previous report to the Local Board noted that MMET’s financial position had deteriorated from the two previous years, and that its total current assets had reduced significantly since the previous financial year. Since that time, the trustees have met with the Local Board and advised that they are likely to wind up MMET in November if its financial position does not change.

Internal controls and risk mitigation
10. Staff from the council’s Internal Audit department have finalised a set of best practice financial management and governance controls. Staff provided this to MMET in early November (Attachment A to this report).

11. MMET has completed the ‘self check’ against these controls. Staff from Internal Audit will visit MMET soon to verify the responses, but have a preliminary view that if they are verified MMET will have the necessary internal controls and risk mitigations in place.

12. The internal controls will be checked again in advance of any further release of funding to MMET.

Tātaritanga me ngā tohutohu / Analysis and advice
13. In light of the progress in putting in place the internal controls, staff recommend that the Local Board approves the release of $94,000 of funding to MMET. Staff recommend that this is based on the KPIs for the 2017/18 financial year.

14. Staff recommend that the Local Board should consider allocating the remaining $206,000 of operational funding in March 2019. A revised set of KPIs will also be presented at this time.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views
15. The Local Board has emphasised the importance of MMET to the community, the need for it to continue to function but also the need to maintain appropriate accountability for funding. These views have informed the recommendations in the report.

Tauākī whakaaweawe Māori / Māori impact statement
16. Currently, there is one of two possible mana whenua appointees to MMET in place (Chris Whaanga of Makaurau Marae). MMET has advised that it intends to improve relationships with iwi, and encourage Pukaki Marae to appoint the second mana whenua trustee.

17. The Local Board have also expressed their desire that MMET work with the Tūpuna Maunga o Tāmaki Makaurau Authority to integrate MMET’s needs into broader planning for the maunga.

Ngā ritenga ā-pūtea / Financial implications
18. If the Local Board agrees to the recommended option, $94,000 will be drawn down from the $300,000 earmarked in the PSR budget.

Ngā raru tūpono / Risks
19. If there is a delay in providing funding to MMET, there is a very high risk that it will need to be wound up because of its financial position. This risk can be mitigated by approving the release of funding to MMET.

20. There is a low risk that MMET’s internal controls will continue to be inadequate. This risk is low, in light of the preliminary view of the Internal Audit department, and can be further mitigated by staff working closely with MMET to ensure they meet the controls.
Ngā koringa ā-muri / Next steps
21. If the Local Board agrees to the recommended option, staff will release the first tranche of funding and begin to develop an updated set of KPIs for a further Local Board decision in March 2019.

Ngā tāpirihanga / Attachments

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Ngā kaihaina / Signatories

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<tr>
<th>Authors</th>
<th>Sarah Holdem - Principal Advisor</th>
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<tr>
<td>Authorisers</td>
<td>Alastair Cameron - Manager - CCO Governance &amp; External Partnerships</td>
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<td>Carol McKenzie-Rex - Relationship Manager</td>
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**Urgent Decision relating to the Māngere Mountain Education Trust**

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**FINANCIAL MANAGEMENT GOVERNANCE CHECKLIST FOR TRUST BOARD**

Checklist: Each “no” answer identifies a potential problem area.

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<tr>
<td>All expected income and expenditure items are included. Key budget assumptions are</td>
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<td>documented and reviewed</td>
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<td>The budget is formally amended where changes have occurred that impact original</td>
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<td><strong>Financial statements – ensuring that:</strong></td>
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<td>Appropriate record-keeping is maintained</td>
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<tr>
<td>Key financial accounts are regularly reconciled (lia to sit with MMET and set out</td>
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<tr>
<td>expectations/reconciliation)</td>
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<tr>
<td>The financial information is able to be understood by the Trust Board</td>
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<tr>
<td>The Trust financial statements are audited annually</td>
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<tr>
<td>The balance sheet is reviewed monthly with respect to the financial health of the</td>
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<tr>
<td>entity (matters to consider under solvency below)</td>
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<tr>
<td><strong>Expected internal Controls:</strong></td>
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<tr>
<td>- All payments reviewed and approved monthly by the Trust Board</td>
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<tr>
<td>- All credit card expenditure reconciled monthly – approved monthly by the Trust</td>
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<tr>
<td>Board</td>
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<tr>
<td>- Cash receipts/ Koha – basis segregation of duties implemented (cash counting,</td>
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<tr>
<td>recording which is then checked daily. Checked for reasonableness given visitor</td>
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<tr>
<td>numbers)</td>
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<tr>
<td>- Asset security – asset register maintained, premises locked, smoke alarms in place</td>
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<tr>
<td>and tested</td>
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<tr>
<td>- Asset maintenance plan in place that sets out required maintenance for buildings,</td>
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<tr>
<td>asset maintenance and replacement needs incorporated into annual budgets</td>
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<tr>
<td>- Visitor numbers – attendance records kept – for each visit by a group</td>
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<tr>
<td>co-signed by MMET staff and visiting teacher</td>
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<tr>
<td><strong>Solvency – ensuring that the entity:</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Can pay all bills when due</td>
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</tr>
</tbody>
</table>

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**Urgent decision-making memo MMET.docx**

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**Page 23**
## Table 1: Financial Stability and Legal Compliance

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 32</td>
<td>Māngere Mountain Education Trust</td>
</tr>
</tbody>
</table>

- Has adequate funds in the accounts for scheduled bills and expenses
- Can fund all its programs, grant agreement obligations and all other contractual obligations
- Has a current annual financial report
- Has a current understanding of its fund’s cash flow forecast, identifies any variances and potential impact on solvency
- Legal Compliance
  - There is an understanding of the Trust’s obligations with respect to the Health and Safety at Work Act 2015, Vulnerable Children’s Act 2014, and IRD requirements as to GST compliance, and payroll tax compliance