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

**Date:** Tuesday, 19 March 2019  
**Time:** 5.00pm  
**Meeting Room:** Totara Room  
**Venue:** Level 1, Manukau Civic Building  
31-33 Manukau Station Road  
Manukau

---

**Ōtara-Papatoetoe Local Board**  
**OPEN AGENDA**

---

**MEMBERSHIP**

**Chairperson**  
Lotu Fuli

**Deputy Chairperson**  
Ross Robertson, QSO, JP  
Apulu Reece Autagavaia  
Dr Ashraf Choudhary, QSO, JP

**Members**  
Mary Gush  
Donna Lee  
Dawn Trenberth

(Quorum 4 members)

---

Carol McGarry  
Democracy Advisor Ōtara-Papatoetoe  
12 March 2019

Contact Telephone: +64 27 591 5024  
Email: carol.mcgarry@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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</table>
1 Welcome

2 Apologies

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

3 Declaration of Interest

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

4 Confirmation of Minutes

That the Ōtara-Papatoetoe Local Board:

a) confirm the ordinary minutes of its meeting, held on Tuesday, 19 February 2019, 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 7.7 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 Ōtara-Papatoetoe 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 Deputation - Ōtara Waterways and Lake Trust

Te take mō te pūrongo / Purpose of the report
Richard Myhre (Chairman) and Judy Speight (Trustee) from the Otara Waterways and Lake Trust will be in attendance to present to the board.

Ngā tūtohunga / Recommendation/s
That the Ōtara-Papatoetoe Local Board:

a) thank Richard Myhre and Judy Speight from the Otara Waterways and Lake Trust for their attendance and presentation.
8.2 Deputation - Pursuit of Excellence Awards - Chastity Samoa

Te take mō te pūrongo / Purpose of the report
Chastity Samoa, Pursuit of Excellence Award recipient will be in attendance to speak to the board on her attendance at the International Youth Dance Festival held in Macau, China 2018.

Ngā tūtohunga / Recommendation/s
That the Ōtara-Papatoetoe Local Board:
a) thank Chastity Samoa for her attendance and presentation.

8.3 Deputation - Pursuit of Excellence Awards - Nora Swann

Te take mō te pūrongo / Purpose of the report
Nora Swann, Pursuit of Excellence Award recipient will be in attendance to speak to the board on her recent attendance at Hawaii Fashion Week in December 2018.

Ngā tūtohunga / Recommendation/s
That the Ōtara-Papatoetoe Local Board:
a) thank Nora Swann for her attendance and presentation.

9 Public Forum

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

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

10 Extraordinary Business

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

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

(a) The local authority by resolution so decides; and

(b) The presiding member explains at the meeting, at a time when it is open to the public,-

(i) The reason why the item is not on the agenda; and

(ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:
“Where an item is not on the agenda for a meeting,-

(a) That item may be discussed at that meeting if-

(i) That item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”
Governing Body Member Update

File No.: CP2019/00527

Te take mō te pūrongo / Purpose of the report
1. A period of time (10 minutes) has been set aside for the Manukau Ward Councillors to have an opportunity to update the Otara-Papatoetoe Local Board on regional matters.

Ngā tūtohunga / Recommendation/s
a) That the Ōtara-Papatoetoe Local Board receive the verbal reports from the Manukau Ward Councillors.

Ngā tāpirihanga / Attachments
There are no attachments for this report.

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol McGarry - Democracy Advisor Otara-Papatoetoe</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Te take mō te pūrongo / Purpose of the report
1. Providing board members with an opportunity to update the local board on the projects and issues they have been involved with since the last meeting.

Ngā tūtohunga / Recommendation/s
That the Ōtara-Papatoetoe Local Board;
a) receive the board members’ written and oral reports.

Ngā tāpirihanga / Attachments
There are no attachments for this report.

Ngā kaihaina / Signatories

| Author                     | Carol McGarry - Democracy Advisor Ōtara-Papatoetoe |
Chairperson's Announcements

File No.: CP2019/00520

Te take mō te pūrongo / Purpose of the report
This item gives the chairperson an opportunity to update the board on any announcements.

Ngā tūtohunga / Recommendation/s
That the Ōtara-Papatoetoe Local Board:
a) receive the chairperson’s verbal update.

Ngā tāpirihanga / Attachments
There are no attachments for this report.

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol McGarry - Democracy Advisor Otara-Papatoetoe</th>
</tr>
</thead>
</table>

Te take mō te pūrongo

Purpose of the report

1. To update the Ōtara-Papatoetoe Local Board (OPLB) about transport related matters in its area including Local Board Transport Capital Fund.

Whakarāpopototanga matua

Executive summary

2. This month’s report includes information on:
   - Airport Botany Rapid Transit – Puhinui Station
   - Improvements to the Station/ Shirley roads and Gray Avenue intersection
   - Middlemore & Papatoetoe Station gating
   - Pedestrian Safety outside Papatoetoe North School.

3. This report also provides an update on Local Board Transport Capital Fund (LBTCF) projects.

Ngā tūtohunga

Recommendation/s

That the Ōtara-Papatoetoe Local Board:

a) receive the report entitled ‘Auckland Transport March 2019 report to the Ōtara-Papatoetoe Local Board’.

Horopaki

Context

4. This report addresses transport related matters in the local board area and includes information on the progress of the LBTCF projects.

5. Auckland Transport (AT) is responsible for all of Auckland’s transport services, excluding state highways. It reports on a monthly basis to local boards as set out in the Local Board Engagement Plan. This monthly reporting supports the important engagement role local boards play within and on behalf of their local communities on transport matters.

6. The Local Board Transport Capital Fund is a capital budget provided to all local boards by Auckland Council and delivered by AT. Local boards can use this fund to deliver transport infrastructure projects that they believe are important to their communities but are not part of AT’s work programme. Projects must also:
   - be safe
   - not impede network efficiency
   - be in the road corridor (although projects running through parks can be considered if there is a transport outcome).
Tātaritanga me ngā tohutohu
Analysis and advice

Airport Botany Rapid Transit – Puhinui Station

7. The Airport to Botany Rapid Transit project will deliver a new public transport link between the airport, Manukau and Botany. This will improve accessibility in the south-west, southern and eastern areas of Auckland. Puhinui station has been identified as an important public transport link to the rail network and as such, will be significantly upgraded.

8. This project is one of the three projects that make up the Southwest Gateway programme where Auckland Transport, the NZ Transport Agency, and Auckland Airport are working together to deliver three projects that will improve access and allow for future growth. The other two projects are:

- **20Connect**
  A state highway project led by NZ Transport Agency to improve access and customer journey experiences to and from the airport and surrounding area on the state highway network. The improvements may include technology to better manage the network, roading improvements and providing more transport choices.

- **Auckland Airport precinct developments**
  The airport area will undergo a dramatic transformation over the next 30 years led by Auckland Airport, to provide a seamless experience for airport customers by improving public transport and pedestrian and cycle access.

March update on Airport to Botany Rapid Transit

9. The technical work is currently underway and will confirm the preferred rapid transit route alignment through to the airport. The project team has scheduled a briefing to the Ōtara-Papatoetoe local board for April/May 2019.

Early Improvements to Airport Access

10. Puhinui Interchange:

   - Preliminary design completed and under review internally by AT
   - Procurement evaluation, which includes social procurement and sustainability criteria, underway
   - Resource consent pre-application meetings underway
   - Paper to NZTA Board in December 2018 seeking funding approval for detailed design phase, waiting the formal decision.

11. Other early improvements:

   - Concept designs complete for proposed Puhinui Road bus lanes, and Mangere Walking & Cycling Projects
   - Draft Business Case on track to be completed first quarter of 2019
   - Public consultation on proposed early improvements to commence second quarter 2019.

Improvements to the Station/ Shirley roads and Gray Ave intersection

12. The Station/ Shirley /Gray Ave roundabout upgrade is a safety project to improve safety at this intersection.

13. Historically, there have been a number of accidents at this intersection due to the roading layout, as well as congestion due to the right hand turn onto Gray Ave.

14. Improved pedestrian and cycling facilities are included in the package of works for the upgrade. The roundabout will make it safer for vehicles entering and exiting Gray Ave and reduce congestion.
15. Currently, this project is awaiting funding approval. Once this has been confirmed, the timeline for this project will be reported back to the local board.

**Middlemore and Papatoetoe Station gating**
16. AT has been delivering a region-wide programme to install electronic ticket gates at selected stations on the rail network that includes Papatoetoe and Middlemore stations.
17. Papatoetoe has now been largely completed, with some minor parking changes to create a pick up and drop on the Shirley Road side of the street.
18. Gating at the Middlemore Station was expected to be operational by February 2019 but has been delayed.
19. The gating of Middlemore Station is now expected to be completed in September 2019.
20. Due to funding constraints, the construction of an additional staircase access on Shirley Road side of the Papatoetoe Station is under review. A workshop with the local board is to be held on 12 March 2019 to brief the local board.

**Pedestrian Safety outside Papatoetoe North School**
21. In relation to the requests from the representatives of Papatoetoe North School, AT and Auckland Council Stormwater are working to resolve the flooding issues at the main Graeme Avenue entrance of Papatoetoe North School.
22. In September 2018, Auckland Council’s Healthy Waters department upgraded the stormwater catch-pit in front of the school to improve the existing stormwater system.
23. Further stormwater upgrades are being considered in conjunction with the pedestrian crossing safety upgrades on Graeme Ave. This is part of a regional programme to improve pedestrian safety at 48 schools.
24. Initially, consultation and design review was undertaken in mid to late 2018. This initial design has required redesign and this is currently being undertaken by AT for delivery in the 2019-20 financial year.
25. As part of the redesign, AT will review the requests from the school for footpath widening and fencing at the Graeme Avenue entrance to the school.
26. Construction of the Milton Road Pathway, funded by the LBTCF, is in progress and delivered by AC Community Facilities.

**Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views**
27. The impact of information (or decisions) in this report is/are confined to AT and do/does not impact on other parts of the Council group.

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

**Local Board Transport Capital Fund (LBTCF)**
28. The LBTCF is a capital budget provided to all local boards by Auckland Council (AC) and delivered by AT. Local boards can use this fund to deliver transport infrastructure projects that they believe are important but are not part of Auckland Transport’s work programme. Projects must also:
   - be safe
   - not impede network efficiency
   - be in the road corridor (although projects running through parks can be considered if there is a transport outcome).
29. Through Auckland Council’s Long-Term Plan 2018-2028, LBTCF funding has been increased to a total of $20.8 million per annum across all 21 local boards.

30. The allocation for the Ōtara-Papatoetoe Local Board has also increased, with the updated figures for the remainder of this electoral term reflected in Table 1 below:

Table 1: Ōtara-Papatoetoe Local Board Transport Capital Fund Financial Summary

<table>
<thead>
<tr>
<th>Total Funds Available</th>
<th>$2,815,162</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount committed</td>
<td>$2,503,127</td>
</tr>
<tr>
<td>Remaining Budget left</td>
<td>$312,035</td>
</tr>
</tbody>
</table>

31. Table 2 below shows the status of projects to which LBTCF has already been committed.

Table 2: Status update on current Local Board Transport Capital Fund projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Current status</th>
<th>Status change</th>
<th>Funds allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Footpath link from Belinda Ave to Rongomai Park footpath</td>
<td>Construct a new footpath link from Belinda Ave to existing footpath on Rongomai Park behind Tangaroa College.</td>
<td>Project set up complete, Funding Agreement sent to CF who will be delivering the project.</td>
<td>No</td>
<td>$176,000</td>
</tr>
<tr>
<td>Pedestrian Safety upgrades on East Tamaki Road</td>
<td>Upgrades to pedestrian crossing facilities to improve disability access crossing East Tamaki Road</td>
<td>Project is in the initial start-up phase.</td>
<td>No</td>
<td>$100,000</td>
</tr>
<tr>
<td>Upgrade of Hunters Corner Streetscape</td>
<td>Improving the amenity of Great South Road at Hunters Corner through street furniture upgrades</td>
<td>Board approved option and allocated funds. Draft designs completed, awaiting LB’s approval of bench options Workshop scheduled with OPLB on 12 March 2019.</td>
<td>Yes</td>
<td>$925,000</td>
</tr>
<tr>
<td>Completion of Rongomai Walkway</td>
<td>Complete footpath link from East Tamaki Road to Te Irirangi Road</td>
<td>Delivery by Community Facilities. Design complete. Transpower refused to permit path under lines due to proposed works. CF looking at alternative route.</td>
<td>No</td>
<td>$180,000</td>
</tr>
<tr>
<td>Canopy for Ōtara Town</td>
<td>Canopy to provide all-weather access from</td>
<td>Project delivered by Community Facilities.</td>
<td>No</td>
<td>$262,000</td>
</tr>
<tr>
<td>Project</td>
<td>Description</td>
<td>Current status</td>
<td>Status change</td>
<td>Funds allocated</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
<td>----------------</td>
<td>---------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Centre</td>
<td>eastern car park to the library</td>
<td>New option for canopy being prepared to work in with adjacent building roof works.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welcome to Ōtara signage</td>
<td>Place-making signage</td>
<td>Sign under construction at workshop. An application for an exemption to sign bylaw has been prepared for approval by Council.</td>
<td>No</td>
<td>$55,000</td>
</tr>
<tr>
<td>Footpath upgrade at Ōtara Town Centre</td>
<td>Upgrade of the footpath at the Ōtara Town Centre (along the southern side of town centre including 15-17 Fair Mall)</td>
<td>Design plan prepared. Undergoing consultation with shop owners. Physical works contract being prepared. Initial meeting for consultation has been held Otara Business Association.</td>
<td>No</td>
<td>$203,000</td>
</tr>
<tr>
<td>A path through Milton Park to Papatoetoe North School</td>
<td>Provide an alternate all-weather access for students from Papatoetoe North School</td>
<td>Local board approved an option in July and allocated funds. Community Facilities have commenced design.</td>
<td>No</td>
<td>$87,000</td>
</tr>
<tr>
<td>All-weather footpath upgrade from East Tamaki Road to Lovegrove Crescent</td>
<td>Upgrade of the two paths connecting to the renewed Ōtara Creek Bridge - Greenway</td>
<td>This project is being delivered by Community Facilities. Funding agreement signed by AC. Public consultation to take place prior to design starting.</td>
<td>No</td>
<td>$480,000</td>
</tr>
<tr>
<td>Projects from Previous term</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>$35,127</td>
</tr>
</tbody>
</table>

**Total** $2,503,127

**Footpath link from Belinda Ave to Rongomai Park footpath & Rongomai Walkway**

32. AC Community Facilities is delivering these two projects on behalf of the local board and AT. AC Community Facilities will formally report back to the local board in April/May 2019, regarding options to the original route proposed for the shared paths. This may impact on the existing LBTCF allocation for these projects.

33. The LBTCF budget will be updated once the OPLB confirms its preferred option for both the shared paths projects.

**Local Board Advocacy**

34. This section provides a regular report about how AT is supporting the OPLB advocacy initiatives in the Local Board Plan, as outlined in the table below.
Table 3: Advocacy Initiative Status

<table>
<thead>
<tr>
<th>Advocacy Initiative</th>
<th>Key Initiative</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transform Manukau’s Metropolitan area through good planning and sustainable development.</td>
<td>Improve connectivity through providing public Wi-Fi and improving walking routes between Manukau Square and transport centre, Hayman Park, and public carparks.</td>
<td>AT completed the $50m Manukau Bus Station in early April 2018. The bus station has been successfully operating for nearly a year. The Intercity buses are now operating from the bus station, also improving the station’s ability to serve commuters. Putney Way streetscape upgrades have been completed and are now operating successfully. This links Manukau Mall, Manukau Square, Hayman Park, and the bus and train stations. AT is trialing a peak-time bus lane along Manukau Wiri Station Road, to improve public transport scheduling.</td>
</tr>
<tr>
<td>Promote economic development and public safety in the town centres and strengthen their roles as community hubs.</td>
<td>Investigate opportunities for funding public facility improvements in town centres, e.g. toilets, footpaths, parking and public.</td>
<td>AT is currently delivering, through the LBTCF, footpath upgrades in Ōtara Town Centre and streetscape upgrades in Hunters Corner, Papatoetoe, which will improve town centre amenity. AT is also currently delivering a series of road safety upgrades along Bairds road, including Ōtara Town Centre, to improve pedestrian safety, through speed reduction and increased pedestrian facilities.</td>
</tr>
<tr>
<td>Redesigning the entrances to Ōtara Library and Ōtara Music and Arts Centre, including the courtyard between the Council buildings in Ōtara Mall.</td>
<td>A new canopy linking the western car park to the courtyard between the Council buildings in Ōtara Mall is currently being programmed for delivery and funded through the LBTCF.</td>
<td></td>
</tr>
<tr>
<td>Advocate to AT to realign Station Road / Portage Road / Gray Avenue intersection.</td>
<td>AT is in the process of upgrading the Portage Road and Station Road intersection by installing a roundabout to improve vehicle and pedestrian safety at this junction.</td>
<td></td>
</tr>
<tr>
<td>Work with AT to allocate funding and develop priority routes through parks and other public spaces for cyclists and walkers, as identified in the Ōtara-Papatoetoe Greenways Plan.</td>
<td>The local board is currently funding an upgraded section of the OPLB Greenways Plan from East Tamaki Road to Lovegrove Crescent in Ōtara via its LBTCF. Footpath links in Rongomai Park are also under development, which links Te Irirangi Drive to Preston Road.</td>
<td></td>
</tr>
</tbody>
</table>
Auckland Transport consultations

Local Board Transport consultations

35. AT provides local boards with the opportunity to comment on transport projects being delivered in the Ōtara-Papatoetoe Local Board area.

36. In the reporting period for February 2019, no projects were put forward for comment by the Ōtara-Papatoetoe Local Board.

Traffic Control Committee resolutions

37. Traffic Control Committee (TCC) decisions within the Ōtara-Papatoetoe local board area are reported on a monthly basis. There were no decisions within the local board area in February 2019.

Tauākī whakaaweawe Māori
Māori impact statement

38. The proposed decision of receiving the report has no impacts or opportunities for Māori. Any engagement with Māori, or consideration of impacts and opportunities, will be carried out on an individual project basis.

Ngā ritenga ā-pūtea
Financial implications

39. The proposed decision of receiving the report has no financial implications.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

40. The proposed decision of receiving the report has no risks. Auckland Transport has risk management strategies in place for the transport projects undertaken in the local board area.

41. In terms of its LBTCF, the local board currently has $312,035 of unallocated LBTCF funding for this electoral term. The local board can allocate this funding to projects prior to the end of their electoral term.

Ngā koringa ā-muri
Next steps

42. Auckland Transport will provide another update report to the local board next month.

43. Discussions with the local board for the allocation of their LBTCF will be held over the upcoming months.

Ngā tāpirihanga
Attachments

There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Kenneth Tuai – Elected Member Relationship Manager, Auckland Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Anyon – Elected Member Relationship Team Manager, Auckland Transport</td>
</tr>
<tr>
<td></td>
<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Ōtara-Papatoetoe</td>
</tr>
</tbody>
</table>
Approval of Papatoetoe town square design
File No.: CP2019/01581

Te take mō te pūrongo
Purpose of the report
1. This report seeks local board approval of the design of a plaza space located on part council and part National Trading Company (NTC) land adjoining the new supermarket in Papatoetoe.

Whakarāpopototanga matua
Executive summary
2. Panuku has sought to work with NTC on enabling a new square in Old Papatoetoe. This was a requirement of the original sale and purchase agreement when council sold the supermarket land to NTC. It is an opportunity to support the regeneration of Old Papatoetoe.

3. The town square design was presented to the local board at a workshop on the 27 November 2018. Following feedback from the board and mana whenua the town square design has been further refined.

4. Overall it is considered that the amended design will enable a quality suburban town square that will strongly support the regeneration of this area of Papatoetoe.

Ngā tūtohunga
Recommendation/s
That the Ōtara-Papatoetoe Local Board:
   a) approve the Old Papatoetoe town square design.

Horopaki
Context
5. Panuku Development Auckland has a programme of work to enable the Unlock Old Papatoetoe programme. This project is part of the programme. Panuku has recently completed construction on the adjoining Papatoetoe Mall project and is now working on a refurbishment of the nearby Town Centre car park.

6. Auckland Council Properties Limited sold the land under the existing supermarket and adjoining tenancies to National Trading Company (NTC) to enable the redevelopment of this site. This redevelopment is well underway with completion scheduled for March 2019.

7. The Sale and Purchase Agreement between Auckland Council and NTC, requires that both parties undertake their various works, generally in accordance with an indicative master plan. In this regard, the master plan calls for a town square or town plaza to be created at the junction of the soon to be finished New World premises, the recently completed Papatoetoe Mall and the Council owned Wallace Road public car park.

8. The proposed Town Square straddles the boundaries of both NTC’s and Council properties, it has been agreed that this project will be led by NTC with the costs of the works apportioned based on the area that the town square occupies on each party’s property-which is 40% owned by NTC’s and 60% owned by Council.
9. Panuku Development Auckland has worked closely with NTC to create a design for the square. It will create an open civic space within the centre of Papatoetoe for a reasonable cost. It will increase the amenity of the adjoining commercial properties including the Old Papatoetoe Mall which was developed by Panuku as well as the adjoining supermarket and it will complement the town centre car park upgrade currently being developed by Panuku. Overall, this investment will support the town centre regeneration strategy detailed in the Unlock Old Papatoetoe High Level Project Plan.

10. A Service Agreement is current being drafted to formalize the cost appropriation for the works.

Tātaritanga me ngā tohutohu
Analysis and advice
11. A copy of the proposed design is attached to this report

12. The square has an area of 780m². A design for the square has been prepared by JCY architects. In general terms this design contains three raised planters with incorporated seating and lighting with a large central plaza area.

13. The plaza is protected from vehicles through careful placement of the planters and bollards.

14. Care has been taken around the design of the planters in term of tree species, and seat design to create a safe environment that reflects the sense of place of Papatoetoe. It is noted that the large specimen trees have now been removed from the planters. These are to be replaced with pou. The design of the pou has not yet been determined due to the tight timeframes that we are working to. A separate procurements process will need to be undertaken for this aspect of the design. As this portion of the design is on Council land it is envisaged that the local board will have direct involvement in this process.

15. Other public amenity has also been carefully considered including providing for a public drinking fountain and electrical outlet to support the activation of the square i.e. coffee carts and entertainment.

Ngā whakaawae we ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
16. A workshop was held with the local board on the 27 November where a proposed design was presented. Useful feedback was received at this meeting I will address each of the point raised in turn;
There is need for care with the selection of plant species

Plant species have now been amended to address the point raised at the meeting. Of particular note the large specimen trees have been removed from the proposal. This was due to concern about long term maintenance and safety issues.

A need to consider safety issues including lighting

Safety has been a key issue addressed in the design. Overall the supermarket and the opened-up design of the mall and the town square is considered to be very positive for safety in this area of Old Papatoetoe. In particular the supermarket will help to activate the space. The lighting of the carpark has been upgraded as part of the council works and two new lighting structures are proposed within the town square itself. Taller planting has been removed to avoid potential shading issues.

Confirmation of post construction ownership arrangements including the protection of public access

A Services Agreement is currently being drafted to formalise the financial arrangements between NTC and Council. This will include confirmation of maintenance responsibilities and protection of public access and council use of the space.

Desire to see toi toi represented in the design

A toi toi motif is now proposed to be used on the glass frontage of the supermarket. It also may be part of the design of the pou which is still to be confirmed.

Tauākī whakaaweawe Māori
Māori impact statement

17. Mana Whenua engagement has been undertaken for the project. This engagement has resulted in some important improvements to the project. In particular feedback has steered the design of the square to better reflect the specific context of its locality. This includes removal of the pattern on the pavement, improved water treatment from drains and an improved planter design.

18. These amendments have been incorporated into the design which has been submitted for approval.

Ngā ritenga ā-pūtea
Financial implications

19. The design and construction of this project will be led by NTC who are in the process of constructing the supermarket. The square will need to be completed for the opening of the supermarket which is planned for March 2019. We understand that preparatory works have already commenced.

20. Council will be required to pay for a proportion of the town square proportional to the area that we own. This proportion is based on land ownership and is to be formalised by a Service Agreement which is currently being prepared. NTC will be responsible for any cost overruns. They will also be reasonable for maintenance.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

21. Key risks to the project would be a delay to the project meaning that it would not be available for opening day. If a delay is a reasonable possibility, it is likely that foodstuffs would proceed with the land fully under its control resulting in opportunity costs as the full town square concept would not be achieved.

22. There is also risk associated with construction costs being higher than anticipated.
Ngā koringa ā-muri

Next steps
23. The conclusion of a Service Agreement and initiating works.

Ngā tāpirihanga

Attachments

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Ngā kaihaina

Signatories

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<thead>
<tr>
<th>Author</th>
<th>John Carter - Senior Project planning Leader, Panuku Development Auckland</th>
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<tr>
<td>Authorisers</td>
<td>Helga Sonier - Senior Engagement Advisor, Panuku Development Auckland</td>
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<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Otara-Papatoetoe</td>
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Attachment B

Item 15

Approval of Papatoetoe town square design
Te take mō te pūrongo

Purpose of the report
1. This report provides the Ōtara-Papatoetoe Local Board with highlights of ATEED’s activities in the Ōtara-Papatoetoe Local Board area as well as ATEED’s regional activities for the six months 1 July to 31 December 2018.

2. This report should be read in conjunction with ATEED’s Quarter 1 report to Auckland Council (available at www.aucklandnz.com) and the forthcoming Quarter 2 report to the Auckland Council CCO Finance and Performance Committee (available 11 March). Although these reports focus primarily on the breadth of ATEED’s work at a regional level, much of the work highlighted has significant local impact.

Whakarāpopototanga matua

Executive summary
3. This report provides the Ōtara-Papatoetoe Local Board with relevant information on the following ATEED activities:
   - Locally-driven initiatives: Little India promotion, Ōtara-Papatoetoe business sustainability development, Young Enterprise Scheme (YES) and the Pop-Up Business School South Auckland.
   - Supporting local business growth
   - Filming activity
   - Youth connections
   - Local and regional destination management and marketing
   - Delivered, funded and facilitated events

4. Further detail on these activities is listed under Analysis and advice.

Ngā tūtohunga

Recommendation/s
That the Ōtara-Papatoetoe Local Board:
a) note ATEED’s update to the Ōtara-Papatoetoe Local Board – February 2019.

Horopaki

Context
ATEED has two areas of focus:

5. Economic Development – including business support, business attraction and investment, local economic development, trade and industry development, skills employment and talent and innovation and entrepreneurship.

6. Destination - supporting sustainable growth of the visitor economy with a focus on destination marketing and management, major events, business events (meetings and conventions) and international student attraction and retention.
7. These two portfolios also share a common platform relating to the promotion of the city globally to ensure that Auckland competes effectively with other mid-tier high quality of life cities.

8. ATEED works with local boards, Council and CCOs to support decision-making on local economic growth and facilitates or co-ordinates the delivery of local economic development activity. ATEED ensures that the regional activities that ATEED leads or delivers are fully leveraged to support local economic growth and employment.

9. In addition, ATEED’s dedicated Local Economic Development (LED) team works with local boards who allocate locally-driven initiatives (LDI) budget to economic development activities. The LED team delivers a range of services such as the development of proposals, including feasibility studies that enable local boards to directly fund or otherwise advocate for the implementation of local initiatives.

10. ATEED delivers its services at the local level through business hubs based in the north, west and south of the region, as well as its central office at 167B Victoria Street West.

11. Additional information about ATEED’s role and activities can be found at www.aucklandnz.com/ateed

Tātaritanga me ngā tohutohu
Analysis and advice

Economic Development

Locally Driven Initiatives:

12. Little India promotion: During the period, the Hunter’s Corner Business Association set up a project steering group, including representatives from the Ōtara Business Association, ATEED, the Local Board and Papatoetoe Historical Society. The steering group has selected Dreamz Production as the preferred service provider to develop the Hunter’s Corner promotion campaign.

13. Ōtara-Papatoetoe business sustainability development: The initial engagement with the Ōtara Business Association, Old Papatoetoe Business Associations, Hunters Corner Business Association and Manukau Business Association was completed during the period. A survey was sent out in Q2 to gain a better understanding of the local conditions and ensure that the programme delivery appropriately reflects the needs of the community. Results of the survey are now available and will be presented to the Local Board in March.

14. Young Enterprise Scheme (YES): The Young Enterprise Scheme is now delivered by the Auckland Chamber of Commerce. The Auckland Chamber of Commerce invoiced for the allocated funds from Local Boards and payment has been made. During the period, there were 56 schools participating in the Auckland YES programme, representing 1,334 students completing the programme. Aorere College, De La Salle College, Papatoetoe High School, Sir Edmund Hillary Collegiate Senior School and Tangaroa College are the five schools from the Ōtara-Papatoetoe Local Board participating in the YES programme.

15. Pop-Up Business School South Auckland: Funding from the community response fund was allocated to this activity during the period. The event also received co-funding from Mangere-Otahuhu Local Board, Ministry of Social Development and ATEED, and was successfully delivered at Te Haa o Manukau during Q2. Final reporting on outcomes and follow-up workshops with attendees will take place in Q3.

Supporting Local Business Growth

16. This area is serviced by the Business and Enterprise team in the South hub, based at Te Haa o Manukau. The team comprises of two Business and Innovation Advisors and administration support. The role of this team is to support the growth of Auckland’s key internationally competitive sectors and to support the creation of quality jobs.

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1 This activity is subject to local boards prioritising local economic development, and subsequently allocating funding to local economic development through their local board agreements.
17. A key programme in achieving this is central government’s Regional Business Partnership Network (RBPN). This is delivered by ATEED’s nine Business and Innovation Advisors (BIA), whose role is to connect local businesses to resources, experts and services in innovation, R&D, business growth and management.

18. ATEED’s BIAs engage 1:1 with businesses through a discovery meeting to understand their challenges, gather key data, and provide connections / recommendations via an action plan.

19. Where businesses qualify (meet the programme criteria and/or align to ATEED’s purpose as defined in the SOI) the advisors facilitate government support to qualifying businesses, in the form of:
   - Callaghan Innovation R&D grants (including Getting Started, project and student grants (https://www.callaghaninnovation.govt.nz/grants)
   - Callaghan Innovation subsidised innovation programmes (https://www.callaghaninnovation.govt.nz/innovation-skills)
   - RBPN business capability vouchers (NZTE), where the business owner may be issued co-funding up to $5,000 per annum for business training via registered service providers. Voucher co-funding is prioritised to businesses accessing this service for the first time, in order to encourage more businesses to engage with experts to assist their management and growth.
   - NZTE services such as Export Essentials (https://workshop.exportessentials.nz/register/)
   - Referrals to NZ Business Mentors via The Chamber of Commerce.

20. During the reporting period, ATEED Business and Innovation Advisors met with seven businesses in the Ōtara-Papatoetoe Local Board area, four for innovation advice and services and three for business growth and capability advice and services. From these engagements:
   - Three connections were made to Callaghan Innovation services and programmes
   - Two RBPN vouchers were issued to assist with business capability training
   - Two referrals were made to Business Mentors New Zealand
   - One connection was made to ATEED staff and programmes
   - Twenty-five connections were made to other businesses or programmes.

Other support for new businesses

21. During the period, ATEED also ran workshops and events aimed at establishing or growing a new business and building capability. One person from the Ōtara-Papatoetoe Local Board area attended an innovation clinic.

Filming activity within the Ōtara-Papatoetoe Local Board area

22. ATEED’s Screen Auckland team facilitates, processes and issues film permits for filming activity in public open space. This activity supports local businesses and employment, as well as providing a revenue stream to local boards for the use of local parks.

23. Between 1 July and 31 December 2018, a total of 312 film permits were issued in the Auckland region, six of these permits were issued in the Ōtara-Papatoetoe Local Board area. During the period, 75 permits were issued for TV commercials in the Auckland region, making up 32 per cent of permits issued. A third of total TVCs are destined for an international market.

24. The Ōtara-Papatoetoe Local Board area’s share of film permit revenue was $2,826.09 for the period (total for all boards combined was $46,729.13).

25. Some of the key film productions that were issued permits to film in the Ōtara-Papatoetoe Local Board area were:
   - Power Rangers
   - Runaway Millionaires.

Youth Connections – transfer to The Southern Initiative (TSI) / Western Initiative (WI)

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2 This does not reflect all filming that takes place in studio, private property or low impact activity that wouldn’t have required a permit.

3 This includes Local Board fees only, other permit fees directed to Auckland Transport (Special Events) and Regional Parks. Figures exclude GST and are as per the month the permit was invoiced, not necessarily when the activity took place.
26. Following an independent review, and with support from the major philanthropic funder, (The Tindall Foundation) the Youth Connections programme transferred to TSI in November 2018. This transfer reflects the high numbers and concentrations of Auckland youth who are not in education, training or employment (NEET) in the southern and western initiative areas. ATEED supported the independent review and is now working with the TSI/TWI team to support the transfer. In 2019, we will partner to evolve the ATEED-led Youth Employer Pledge with Auckland-region employers.

Local Jobs and Skills Hubs

27. ATEED is the regional partner for the network of Auckland Jobs and Skills Hubs. These multi-agency hubs support employers at developments where there is a high and sustained demand for local labour and skills development. The Auckland network includes Ara (Auckland Airport development), CBD (Wynyard Quarter and city centre development), and Tāmaki hubs. During 2018, the Hubs placed nearly 400 people into work (more than half came off benefit), and over 1,800 people were trained. ATEED is the backbone organisation for the CBD Jobs and Skills Hub, where Māori represented over a third (37 percent) of job placements, and a further 30 percent were Pasifika.

28. The Ministry of Business, Innovation and Employment commissioned a review of the hubs in late 2018 which found that these pilots have been a success and made recommendations to scale up and strengthen hubs operations in Auckland and nationally. Two new hubs will be open by June 2019, in Kaipātiki (Northcote), and Manukau (town centre) to support local employment and upskilling for these developments. ATEED supports employers and local communities to design and benefit from hub services and is leading a schools-engagement project in the CBD Jobs and Skills Hub, which will identify options for connecting local schools and employers to grow awareness of employment and career pathways.

Destination

Local and regional destination management and marketing activity

29. During the period, ATEED facilitated an opportunity for Papakura marae to host the Kangaroos for a cultural experience as part ATEED's NRL media programme. Papakura marae used this opportunity to ‘pilot’ their potential tourism product offering and profile the community in an authentic way. The team experienced a traditional Māori welcome, learnt the art of Māori weaponry, tasted a Hāngi and learnt the haka. More than seven media outlets including TVNZ, Seven News and the official NRL media channel picked up this story. One video posted on the Australian NRL Facebook page received over 77,000 views.

30. In early September, ATEED supported the Ngā Iwi o Tāmaki Tourism hui, presenting insights regarding Tourism opportunities in Tāmaki Makaurau and contributing to the direction of an iwi-led and iwi-driven Tāmaki Makaurau Tourism strategy for 2030 and beyond. ATEED will continue to support this group as they develop the strategy and deliver on these aspirations.

31. ATEED presented to Te Kotahi o Tāmaki – Marae Collective during the period and is supporting a collective of about 27 urban marae based across Tāmaki Makaurau. These marae have come together to seek opportunities and work collaboratively to support our Māori communities.

32. Te Kete Ruku – Beneath our feet project is a Council-wide project that ATEED is part of, to support mana whenua-led sharing of stories that raise awareness of and curiosity about the wide range of cultural stories and unique Māori identity of Tāmaki Makaurau.

33. Regional dispersal continues to be a priority for ATEED. During the period, ATEED’s Winter Campaign, Made for Winter showcased Auckland’s food and beverage stories from across the Auckland region, targeting domestic visitors. Traditionally, this campaign focussed on CBD restaurants, however for the past two years, it has extended to the wider Auckland region. There were six videos in total, each one highlighting a specific Auckland F&B theme. The videos all feature Sir John Kirwan talking to the creators of Auckland’s F&B industry, getting to the heart of who they are, their story, their product and what makes Auckland’s F&B proposition unique and special. The following businesses were featured in the videos:
   - Gourmet Hāngi video – featuring Rewi Spraggon, Hāngi Master
• HIPGROUP – featuring Mike de Vries (Executive Chef)
• Matakana Markets and Village - featuring stallholders, Nico from Honest Chocolat
• Sawmill Brewery – featuring Mike Sutherland and Kirsty McKay (owners)
• Ben Bayley at The Grounds
• Kai Pasifika.

34. As part of the spring media programme, ATEED partnered with travel, foodie and leisure influencers, bloggers and media personalities to create high-end, inspirational and visually impactful content illustrating Auckland as a top spring/summer destination. The core narrative was Auckland's unique food and beverage offering, complimented further by entertainment experiences. Influencers took their audience on a journey as they explored some of the greater Auckland region's food experience and offerings, such as the Ōtara markets, Auckland Airport region, Chelsea Bay, Takapuna, Matakana, Kumeu, Kingsland, Mission Bay and a number of other Auckland areas. The influencer content were supported with an editorial partnership with Fairfax and NZME highlighting the wider region’s experiences.

Delivered, funded and facilitated events

35. During the period, ATEED delivered the Auckland Diwali Festival which was held at Aotea Square and Upper Queen Street from 20-21 October 2018. There was an attendance of 59,900 down by 7 per cent from the 2017 festival, due mainly to the event being held on Labour Weekend. Results from the customer survey showed an overall customer satisfaction score of 87 per cent, with 89 per cent of people surveyed agreeing that the festival increased pride in Auckland and 95 per cent agreeing that the festival makes Auckland a more enjoyable place to live.

36. During the period, residents of the Ōtara-Papatoetoe Local Board area were also able to enjoy events funded or facilitated by ATEED across the Auckland region, including the FIBA Basketball World Cup 2019 Asian Qualifier, Pan Pacific Youth Water Polo Festival, New Zealand International Film Festival, Auckland On Water Boat Show, Rugby League New Zealand vs Australia and Australia vs Tonga games, Auckland Diwali Festival, ASB Auckland Marathon, Auckland Tuatara Baseball home games, the ITM Auckland SuperSprint, Monster Energy S-X Open Auckland, Farmers Santa Parade, and the Wondergarden.

37. A full schedule of major events is available on ATEED’s website, aucklandnz.com

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views

38. ATEED assesses and manages our initiatives on a case-by-case basis and engages with the Council group where required.

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

39. Local Board views on some of the local initiatives are included in this report. For all other parts of the overarching six-monthly ATEED report local board views are not sought for the purposes of this report.

Tauākī whakaaweawe Māori
Māori impact statement

40. The proposed decision to receive the six-monthly report has no impact on Māori. ATEED assesses and responds to any impact that our initiatives may have on Māori on a case-by-case basis.
Ngā ritenga ā-pūtea
Financial implications
41. The proposed decision of receiving the report has no financial implications.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
42. The proposed decision to receive the six-monthly report has no risk. ATEED assesses and manages any risk associated with our initiatives on a case-by-case basis.

Ngā koringa ā-muri
Next steps
43. ATEED will provide the next six-monthly report to the Local Board in August 2019 and will cover the period 1 January to 30 June 2019.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Samantha-Jane Miranda, Operational Strategy Advisor (ATEED)</th>
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<tr>
<td>Authorisers</td>
<td>James Robinson, Head of Strategy and Planning (ATEED)</td>
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<tr>
<td></td>
<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Otara-Papatoetoe</td>
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Te take mō te pūrongo

Purpose of the report

1. To seek local board feedback on the proposed new model for allocating funding to Citizens Advice Bureaux (CAB) and on increasing the baseline grant to Auckland Citizens Advice Bureaux Incorporated (ACABx) by $200,000 in 2019-2021.

Whakarāpopototanga matua

Executive summary

2. There are 32 CAB sites in the Auckland region, operated by 11 separate CAB organisations. Bureaux staff and volunteers offer free information, advice, referral and client advisory service to local communities.

3. Local boards hold relationships with their local bureaux, which report on service usage and other matters of interest to the community.

4. In 2018/2019, council granted $2.067 million to ACABx conditional on staff and ACABx jointly developing a new funding model to be agreed by 1 April 2019.

5. The new model developed with ACABx is population-based with a deprivation factor to reflect communities with high needs and access constraints.

6. Feedback is sought from the local board on the new funding model and the retention of the additional $200,000 to baseline funding of $1.867 million provided to ACABx in 2018/2019.

7. Local board feedback will be included in the report to the Environment and Community Committee in May 2019 to approve a new funding model for CAB.

Ngā tūtohunga

Recommendation/s

That the Ōtara-Papatoetoe Local Board:

a) approve feedback on the new model for allocating funding to Citizens Advice Bureaux (based on 90 per cent population and 10 per cent deprivation) and on increasing the baseline grant to Auckland Citizens Advice Bureaux Incorporated by $200,000 in 2019-2021 (refer to Attachment A to the agenda report).

Horopaki

Context

8. ACABx was established in 2012 to provide a support structure for funding from council and other bodies and the development of a strategic direction for the service in the Auckland region.

9. Currently there are 32 Auckland CAB sites in 18 local board areas (refer Attachment B). There are no sites in Franklin, Great Barrier and Upper Harbour.

10. Auckland bureaux are members of ACABx and Citizens Advice Bureau New Zealand (CABNZ). The role of CABNZ is to support membership standards and influence development of social policies and services at a national level.
11. In 2018, a joint working group of council staff and ACABx was established to develop a new funding model for Auckland bureaux.

**Auckland Council funding of CAB**

12. In 2018/2019, council granted $1.867 million to ACABx, which distributes funding to bureaux to provide services across Auckland.

13. Through council’s 10-year Budget 2018-2028, an additional one-off grant of $200,000 was approved to maintain and develop the service in the 2018-2019 financial year (resolution number GB/2018/91). The ACABx board have distributed $90,300 of this grant to bureaux facing financial pressure (Helensville, CAB Auckland City, Māngere). The remaining funds will be used to test new ways of delivering the service and develop a regional network provision plan.

14. Council provides accommodation for bureaux at minimal cost under community lease arrangements, which is equivalent to a $641,000 subsidy per annum. In addition to the funding through ACABx, some local boards also provide grants to bureaux for specific purposes.

15. The Environment and Community Committee set four conditions for the 2018/2019 operational grant, as shown in Table 1 (resolution number ENV/2018/48).

### Table 1: Funding conditions 2018/2019

<table>
<thead>
<tr>
<th>Funding condition</th>
<th>Progress to date</th>
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<tr>
<td>A joint review between Auckland Council and ACABx of the funding model</td>
<td>• Joint working group established</td>
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<td>• Considered what to include in the funding model</td>
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<td>• Agreed a new funding model and transitional arrangements</td>
</tr>
<tr>
<td>Updated Strategic Relationship Agreement to include the development of a regional network provision plan</td>
<td>• Revised Strategic Relationship Agreement signed between Auckland Council and ACABx with scoping and timeline for regional network provision planning to be agreed by June 2019</td>
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<tr>
<td>Improved reporting and access to consistent data on the service provided at regional and site level</td>
<td>• Council, CABNZ and ACABx jointly developed new report templates for bureaux to provide data and commentary on their activities</td>
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<tr>
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<td>• CABNZ is currently rolling out an improved database and data collection system (CABNET) which will impact the Q3/Q4 reports for 2018/2019</td>
</tr>
<tr>
<td>Strengthened and more strategic relationships between local boards and bureaux</td>
<td>• The revised Strategic Relationship Agreement sets out guidance on the relationship between local boards and bureaux</td>
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**Tātaritanga me ngā tohutohu**

**Analysis and advice**

**Current funding model**

16. The current model allocates the funding received by ACABx to sub-regional clusters of bureaux based on 2013 census population data.

17. The current funding model was implemented by ACABx with support from council as an interim approach to transition from legacy council funding to regional funding.
Council staff model

18. In April 2016, the Regional Strategy and Policy Committee resolved to:

seek information from staff regarding a review of the service after consultation with the 21 local boards on the issues raised by the Māngere-Ōtāhuhu Local Board regarding Auckland Citizens Advice Bureaux Incorporated funding, to achieve greater equity and fairness, taking into consideration social issues in local communities across Auckland (resolution number REG/2016/22).

19. A review of CAB services was undertaken, and council staff developed a revised funding allocation model using 70 per cent population, 25 per cent client usage, and 5 per cent deprivation. This model responded to the review findings and focused on funding to achieve greater equity and fairness.

20. This model was not supported by ACABx who strongly objected to the introduction of client usage as a funding factor.

New model from joint working group

21. The joint working group have developed a new funding model for bureaux using:

- 90 per cent population, using annual Statistics New Zealand population estimates
- 10 per cent deprivation to increase the capacity of bureaux to meet the complex needs of communities with higher levels of deprivation. This will support the development of new service approaches to increase the access to CAB services within these communities.

22. ACABx advise that this model will be difficult to implement at the current funding level as funding will be reduced to bureaux in the north, central and Ōtara. Some bureaux are experiencing financial pressure and any decline in funding would lead to a significant reduction in services.

23. If the annual grant of $1.867 million is increased by $200,000 per annum, ACABx have indicated that the new funding model could be implemented without service reductions if bureaux continue to receive funding at the 2018-2019 level at a minimum. To further moderate the redistribution impacts of the new funding model at a bureau level, population-based increases in funding would be capped at 10 per cent for 2019-2021.

24. The application of the new funding model is shown in Table 2.

Table 2: New funding model allocations

<table>
<thead>
<tr>
<th>Bureau</th>
<th>2018/2019 Actual</th>
<th>New model (current funding)</th>
<th>New model (plus $200,000)</th>
<th>Percentage difference between 2018/2019 Actual and New model plus $200,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helensville</td>
<td>$40,365</td>
<td>$36,872</td>
<td>$40,365</td>
<td>0</td>
</tr>
<tr>
<td>Hibiscus Coast</td>
<td>$51,712</td>
<td>$58,713</td>
<td>$58,920</td>
<td>14</td>
</tr>
<tr>
<td>Wellsford</td>
<td>$38,298</td>
<td>$36,770</td>
<td>$38,298</td>
<td>0</td>
</tr>
<tr>
<td>CAB North Shore (5 sites)</td>
<td>$309,030</td>
<td>$250,153</td>
<td>$309,030</td>
<td>0</td>
</tr>
<tr>
<td>WaiCAB (5 sites)</td>
<td>$298,746</td>
<td>$300,401</td>
<td>$344,999</td>
<td>15</td>
</tr>
<tr>
<td>CABAC (10 sites)</td>
<td>$499,901</td>
<td>$487,965</td>
<td>$553,597</td>
<td>11</td>
</tr>
<tr>
<td>Māngere (3 sites)</td>
<td>$169,849</td>
<td>$179,162</td>
<td>$190,494</td>
<td>12</td>
</tr>
<tr>
<td>Manurewa (2 sites)</td>
<td>$82,775</td>
<td>$114,454</td>
<td>$118,217</td>
<td>43</td>
</tr>
<tr>
<td>Ōtara</td>
<td>$86,927</td>
<td>$78,215</td>
<td>$86,927</td>
<td>0</td>
</tr>
</tbody>
</table>
### Item 17

Allocation of funding to Citizens Advice Bureaux

#### Table 3: Funding model assessment

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Current model</th>
<th>Council staff model</th>
<th>New model from joint working group (preferred model)</th>
</tr>
</thead>
<tbody>
<tr>
<td>X does not meet</td>
<td></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>✓ partially meets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>✓ fully meets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Population growth</td>
<td>X</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Community need</td>
<td>X</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Advantages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACABx used the current funding model to transition to regional funding from legacy arrangements</td>
<td>Uses latest population estimates to reflect future growth</td>
<td>More equitable across Auckland with population-based funding covering all the region except Great Barrier Island</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Deprivation factor supports equity for populations with complex issues and access constraints</td>
<td>Uses latest population estimates to reflect future growth</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Client usage as a proxy indicator of community need which takes into</td>
<td>Targeted deprivation factor (NZDep2013, deciles 8-10) supports equity for populations with complex issues and access constraints</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** Based on 2018-2019 funding allocated. Excludes provision for premises lease payments to Auckland Council and ACABx fee (2 per cent)

25. The new funding model developed by the joint working group is the preferred model for implementation in 2019-2021. During this period, the regional network provision plan will be developed, and council's level of investment can be confirmed and provided for as part of the 10-year Budget 2021-2031.

   - Focus area two – Accessible services and social and cultural infrastructure that are responsive in meeting people’s evolving needs
   - Focus area six – Focusing the council’s investment to address disparities and serve communities of greatest need.

27. The criteria applied to assess the models were developed by the joint working group. Consideration is given to equity, responsiveness to population growth and community need. Under the Auckland Plan 2050, adopting an equitable approach means prioritising the most vulnerable groups and communities to achieve more equitable outcomes. An assessment of the funding allocation model is shown in Table 3.
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Current model</th>
<th>Council staff model</th>
<th>New model from joint working group (preferred model)</th>
</tr>
</thead>
<tbody>
<tr>
<td>X  does not meet</td>
<td></td>
<td>consideration that service users do not necessarily just access services in the area they live</td>
<td>Provides platform for Auckland Council and ACABx to work together to develop a regional network provision plan</td>
</tr>
<tr>
<td>✓ partially meets</td>
<td></td>
<td>☑</td>
<td></td>
</tr>
<tr>
<td>✓ fully meets</td>
<td></td>
<td>☑</td>
<td></td>
</tr>
<tr>
<td>Current model</td>
<td></td>
<td>☑</td>
<td></td>
</tr>
<tr>
<td>Council staff model</td>
<td></td>
<td>☑</td>
<td></td>
</tr>
<tr>
<td>New model from joint working group (preferred model)</td>
<td></td>
<td>☑</td>
<td></td>
</tr>
</tbody>
</table>

### Disadvantages

The legacy cluster funding arrangements do not provide for service development
Relies on 2013 census data
Does not target funding for populations with complex issues and access constraints
Not supported by ACABx because client usage data does not consider the range of complexity in interactions from simple information requests to lengthy interviews
Redistribution of bureaux funding within current funding envelope could lead to service reduction unless alternative funding is sourced

28. A comparative overview of the funding models is provided in Attachment C.
29. ACABx support the new model conditional on the retention of the additional 2018–2019 one-off funding of $200,000 as part of the baseline operational grant. This increased funding level would ensure that no bureaux would lose funding when the model is implemented in 2019–2020. Increased funding enables the inclusion of the Franklin population in the new funding model.
30. ACABx has indicated that the funding for deprivation will be allocated to bureaux for initiatives to enhance access to services and to trial the development of new service models.
31. Staff support the new model as it starts to address equitable services across Auckland through population-based funding and targeted deprivation. The model provides a platform for future service growth and the development of a regional network provision plan for CAB services.
32. Staff support the addition of $200,000 to the ACABx baseline grant from 2019–2020 to implement the new model and extend service funding across the region. All bureaux will receive their current or increased level of funding if council increases baseline funding by $200,000.
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views

33. Council staff from across the business work cooperatively on matters concerning CAB. Council departments and units that were consulted on the new model and involved in regional network provision planning include:
   - Community Facilities and Community Places – administration of the leases for CAB premises and facility operation
   - Libraries and Information – some CABs are co-located with libraries
   - Service, Strategy and Integration – expertise in service design and integrating service offers.

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

34. Local boards provided input to the 2017 review of CAB services, which has informed the development of the new funding model. Local boards generally agreed that a higher level of funding was required to maintain services, and that any funding model needed to consider the area’s demographics and other needs in addition to overall population.

35. Overall, local boards reported that they had a good relationship with bureaux, that they were providing valuable, wide-ranging services to the community, and that there was room to improve reporting, service responsiveness and equity of funding.

36. Feedback is sought from the local board on the proposed new funding model and the retention of the additional $200,000 to baseline funding of $1.867 million provided to ACABx in 2018-2019.

37. Local board feedback will be included in the report to the Environment and Community Committee in May 2019 to approve a new funding model for CAB. The report will also reflect views on the implementation of the new model from ACABx consultation with bureaux.

Tauākī whakaaweawe Māori
Māori impact statement

38. CAB services are available to all, and there is currently limited targeting of services to groups, including Māori.

39. Staff and ACABx have worked together on development of the new model and no specific engagement with Māori was undertaken.

Ngā ritenga ā-pūtea
Financial implications

40. It is recommended that the additional $200,000 is retained in the ACABx baseline grant, bringing the annual total to $2.067 million in 2019-2021. This excludes any consumer price index adjustment.

41. The Māngere-Ōtāhuhu Local Board has provided funding from 2015-2018 to Māngere CAB to operate a CAB agency in Ōtāhuhu. Reliance on the local board funding would reduce under the new model, as the Māngere CAB would receive increased funding of 12 per cent if the $200,000 is retained in the ACABx baseline grant.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

42. In applying the new model without the retention of the additional $200,000, funding to the following bureaux would decline:
43. If the grant is increased by $200,000 per annum, no bureaux would face a reduction in funding.

44. There is a risk of reduction in CAB services in some communities if funding declines to bureaux. To mitigate this risk, it is recommended that the additional $200,000 is retained.

**Ngā koringa ā-muri**

**Next steps**

45. Local board feedback will be included in a report to the Environment and Community Committee in May 2019 to approve a funding model.

46. Staff will work with ACABx to scope a regional network provision plan project by June 2019. The plan development will involve bureaux and other stakeholders in setting the direction for the CAB service from 2021 onwards.

**Ngā tāpirihanga**

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Local board feedback template</td>
<td>53</td>
</tr>
<tr>
<td>B</td>
<td>Map of bureaux locations by local board</td>
<td>55</td>
</tr>
<tr>
<td>C</td>
<td>Comparative overview of funding models</td>
<td>57</td>
</tr>
</tbody>
</table>

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sibyl Madow - Advisor – Arts Community and Events</td>
<td>Graham Bodman - General Manager Arts, Community and Events</td>
</tr>
<tr>
<td></td>
<td>Louise Mason – General Manager Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Otara-Papatoetoe</td>
</tr>
</tbody>
</table>
Attachment A - Request for local board for feedback

Citizens Advice Bureau (CAB) Funding allocation model - February 2019

<table>
<thead>
<tr>
<th>Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

Please provide feedback on the following:

<table>
<thead>
<tr>
<th>What are the local board views on the preferred model for allocating funding to CABs, including:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The basis of funding allocation, including the population estimates and deprivation index</td>
</tr>
<tr>
<td>2. Bureau areas served (eg alignment with local board boundaries)</td>
</tr>
<tr>
<td>3. Other local funding considerations</td>
</tr>
<tr>
<td>4. Any other local feedback regarding CABs</td>
</tr>
</tbody>
</table>

For further information or questions, please contact:

Paul Prestidge  
Specialist Advisor  
Community Empowerment Unit  
Ph 0226761409  
Email paul.prestidge@aucklandcouncil.govt.nz
Attachment B

Map of bureaux locations by local board

CAB network in Auckland
## Attachment C

### Comparative overview of funding models

<table>
<thead>
<tr>
<th>Description</th>
<th>Current model</th>
<th>Council staff model</th>
<th>New model from joint working group</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Date</strong></td>
<td>2013-current</td>
<td>2018</td>
<td>2019</td>
</tr>
<tr>
<td><strong>Basis of allocation and data sources</strong></td>
<td>100% Population (Census 2013)</td>
<td>70% Population (Annual population estimates - Statistics NZ)</td>
<td>90% Population (Annual population estimates - Statistics NZ)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>25% Client usage (Bureau statistics report)</td>
<td>10% Deprivation (Dep13 Deprivation index)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5% Deprivation (Dep13 Deprivation index)</td>
<td></td>
</tr>
<tr>
<td><strong>Model coverage</strong></td>
<td>Excludes Franklin and Great Barrier Island</td>
<td>Excludes Great Barrier Island</td>
<td>Excludes Great Barrier Island</td>
</tr>
<tr>
<td><strong>Local board boundaries</strong></td>
<td>Local board boundaries to cluster level</td>
<td>Local board boundaries to cluster level</td>
<td>Local board boundaries and board subdivisions where applicable to individual bureau level</td>
</tr>
<tr>
<td></td>
<td>Hibiscus and Bays – split between clusters 1 and 2</td>
<td>Hibiscus and Bays – split between clusters 1 and 2</td>
<td>Hibiscus and Bays – split between clusters 1 and 2</td>
</tr>
<tr>
<td></td>
<td>Upper Harbour – in cluster 2</td>
<td>Upper Harbour – 50:50 split between clusters 2 and 3</td>
<td>Upper Harbour – split at Greenhithe bridge between 2 and 3</td>
</tr>
<tr>
<td></td>
<td>AKARe maintains historic funding relativities between bureaux in clusters 1, 6</td>
<td>Franklin – included in cluster 6</td>
<td>Howick – south west area to Ōtara; balance to Pakuranga</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Franklin – north east area to Pakuranga; balance to Papakura</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To adopt the Ōtara-Papatoetoe Grant Programme 2019/2020.

Whakarāpopototanga matua
Executive summary
2. The Auckland Council Community Grants Policy guides the allocation of local, multi-board and regional grant programmes to groups and organisations delivering projects, activities and services that benefit Aucklanders.
3. The Community Grants Policy supports each local board to review and adopt their own local grants programme for the next financial year.
4. This report presents the Ōtara-Papatoetoe Grants Programme 2019/2020 for adoption (see Attachment A).

Ngā tūtohunga
Recommendation/s
That the Ōtara-Papatoetoe Local Board:

a) adopt the Ōtara-Papatoetoe Grants Programme 2019/2020.

Horopaki
Context
5. The Auckland Council Community Grants Policy guides the allocation of local, multi-board and regional grant programmes to groups and organisations delivering projects, activities and services that benefit Aucklanders.
6. The Community Grants Policy supports each local board to review and adopt their own local grants programme for the next financial year. The local board grants programme guides community groups and individuals when making applications to the local board.
7. The local board community grants programme includes:
   - outcomes as identified in the local board plan
   - specific local board grant priorities
   - which grant types will operate, the number of grant rounds and opening and closing dates
   - any additional criteria or exclusions that will apply
   - other factors the local board consider to be significant to their decision-making.
8. Once the local board grants programme 2019/2020 has been adopted, the types of grants, grant rounds, criteria and eligibility with be advertised through an integrated communication and marketing approach which includes utilising the local board channels.
Tātaritanga me ngā tohutohu

Analysis and advice

9. The aim of the local board grant programme is to deliver projects and activities which align with the outcomes identified in the local board plan. The new Ōtara-Papatoetoe Grants Programme has been workshopped with the local board and feedback incorporated into the grants programme for 2019/2020.

10. The new grant programme includes:
   - grant round dates which exclude decision dates coinciding with the local government elections in October 2019
   - a higher priority that aligns with the healthy environment principles

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

Council group impacts and views

11. The grants programme has no identified impacts on council-controlled organisations and therefore their views are not required.

12. Based on the main focus of an application, a subject matter expert from the relevant council unit, will provide input and advice. The main focus of an application is identified as arts, community, events, sport and recreation, environment or heritage.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe

Local impacts and local board views

13. The grants programme has been developed by the local board to set the direction of their grants programme. This programme is reviewed on an annual basis.

Tauākī whakaaweawe Māori

Māori impact statement

14. All grant programmes respond to Auckland Council’s commitment to improving Māori wellbeing by providing grants to organisations delivering positive outcomes for Māori. Applicants are asked how their project aims to increase Māori outcomes in the application process.

Ngā ritenga ā-pūtea

Financial implications

15. The allocation of grants to community groups is within the adopted Long-term Plan 2018 - 2028 and local board agreements.

Ngā raru tūpono me ngā whakamaurutanga

Risks and mitigations

16. The allocation of grants occurs within the guidelines and criteria of the Community Grants Policy. Therefore, there is minimal risk associated with the adoption of the grants programme.

Ngā koringa ā-muri

Next steps

17. An implementation plan is underway and the local board grants programme will be locally advertised through the local board and council channels, including the council website, local board facebook page and communication with past recipients of grants.
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Otara-Papatoetoe Grants Programme 2019/2020</td>
<td>63</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Marion Davies - Grant Operations Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Shane King - Head of Operations Support</td>
</tr>
<tr>
<td></td>
<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Otara-Papatoetoe</td>
</tr>
</tbody>
</table>
Otara-Papatoetoe Local Board – Local Grants Programme 2019/2020

Our Local Grants Programme aims to provide contestable community grants to local communities.

Outcomes sought from the local grants programme

Our Local Grants Programme aims to provide contestable community grants to local communities.

Our grants programme will be targeted towards supporting the following outcomes, as outlined in our Local Board Plan 2017.

- Manukau transformation
- Revitalising town centres
- Parks and facilities that meet people’s needs
- Healthy natural environment
- Empowered, inclusive and prosperous communities
- Honouring youth and seniors
- It is easy to get around

Our priorities for grants

The Otara-Papatoetoe Local Board welcomes grants applications that align with one or more of the following local board plan priorities:

- Promote economic development and public safety in the town centres and strengthen their roles as community hubs
- Improve water quality in local streams
- Minimise waste going to landfill
- Reduce plant and animal pests through safe neighbourhood action
- Celebrate heritage and cultural diversity of our communities
- Community capacity building and empowerment
- Promote better health and wellbeing in the community
- Promote community economic wellbeing and local employment
- Promote youth leadership and participation in employment, education training and business
- Ensure seniors in our area have access to quality facilities resources and activities
- Create opportunities for interactions between young and old

Note: these priorities relate to the local board initiatives as outlined in the Otara-Papatoetoe Local Board Plan 2017.
Higher Priorities

The Ōtara-Papatoetoe Local Board will prioritise applications that align to the healthy environment principles including:

- smoke free, alcohol and drug free
- zero-waste
- promotion of healthy options for food and drink, including water as the first choice
- promotion of active lifestyles

Lower Priorities:

We will also consider applications for other services, projects, events and activities. However, these may be considered a lower priority.

<table>
<thead>
<tr>
<th>Lower Priority Areas</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Ōtara – Papatoetoe Local Board will give applications lower priority and less favourable consideration if they contain one or more of the following:</td>
<td>- Ticketed events, commercial events or events that promote a brand or company&lt;br&gt;- The purchase of assets, gear and equipment with limited future use or wider benefit to the community&lt;br&gt;- Feasibility studies, need analysis, project plan development.</td>
</tr>
<tr>
<td>The board has also identified the following financial situation of an applicant, as a lower priority for funding:</td>
<td>- Applicant is not making any financial contribution of their own to the project&lt;br&gt;- Applicant has not considered other sources of funding for their project&lt;br&gt;- Applicant has the capacity to access funding from other sources&lt;br&gt;- Wages and salaries, except where requested project facilitator fees are one-off costs.</td>
</tr>
</tbody>
</table>
In addition to the eligibility criteria outlined in the Community Grants Policy, the Otara-Papatoetoe Local Board will not fund:

- Applicants who failed to provide accountability forms from a previous funding allocation.
- Applicants who provided unsatisfactory accountability forms from a previous funding allocation.

**Investment approach**

The Otara-Papatoetoe Local Board has allocated budgets to support the local grants programme as follows:

**a) Quick Response Local Grants:**

- Minimum amount per grant: $500
- Maximum amount per grant: $2,000

**b) Local Grants:**

- Minimum amount per grant: $2,000

**Application dates**

Grant rounds for 2019/2020 will be as follows:

**Quick Response Grants**

<table>
<thead>
<tr>
<th>2019/2020 grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round one</td>
<td>14 October 2019</td>
<td>8 November 2019</td>
<td>10 December 2019</td>
<td>20 December 2019</td>
</tr>
<tr>
<td>Round two</td>
<td>13 April 2020</td>
<td>8 May 2020</td>
<td>16 June 2020</td>
<td>1 July 2020</td>
</tr>
</tbody>
</table>

**Local Grants**

<table>
<thead>
<tr>
<th>2019/2020 grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round one</td>
<td>10 June 2019</td>
<td>19 July 2019</td>
<td>17 September 2019</td>
<td>1 October 2019</td>
</tr>
<tr>
<td>Round two</td>
<td>10 February 2020</td>
<td>20 March 2020</td>
<td>19 May 2020</td>
<td>1 June 2020</td>
</tr>
</tbody>
</table>

**Multi-board funding:** we have agreed to work with other local boards to deliver multi-board funding on a case-by-case basis.
<table>
<thead>
<tr>
<th>2019/2020 multi-board grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round one</td>
<td>3 June 2019</td>
<td>19 July 2019</td>
<td>17 September 2019</td>
<td>1 October 2019</td>
</tr>
<tr>
<td>Round two</td>
<td>20 January 2020</td>
<td>13 March 2020</td>
<td>19 May 2020</td>
<td>1 June 2020</td>
</tr>
</tbody>
</table>

**Accountability measures**

The Ōtara-Papatoetoe Local Board requires all successful applicants to:

- provide information on how the project contributed to local board priorities and outcomes
- extend to the local board chairperson an invitation to the funded project, programme, activity or event where appropriate
- meet council standard financial accountability requirements
2019 Local Government New Zealand Conference and Annual General Meeting

File No.: CP2019/02406

Te take mō te pūrongo
Purpose of the report

1. To inform local boards about the Local Government New Zealand (LGNZ) Conference and Annual General Meeting (AGM) in Te Whanganui-a-Tara Wellington, from Sunday 7 July to Tuesday 9 July 2019, and to invite local boards to nominate elected members to attend.

Whakarāpopototanga matua
Executive summary

2. The LGNZ Conference and AGM takes place at the TSB Arena, Te Whanganui-a-Tara Wellington from 1.30pm Sunday 7 July to 12.30pm on Tuesday 9 July 2019.

3. Local board members are invited to attend the conference. As the venue for 2019 is in Te Whanganui-a-Tara Wellington and given the cost of elected member attendance, staff recommend that one member per local board attend.

4. The Governing Body can select up to five Governing Body members to attend the conference.

5. In addition to the official delegates, LGNZ requires prior notice of which local board members plan to attend the AGM. Members wishing to attend are asked to register their intention with the Kura Kāwana programme by Friday 12 April 2019 so that this information can be provided to LGNZ.

Ngā tūtohunga
Recommendation/s

That the Ōtara-Papatoetoe Local Board:

a) nominate one elected member to attend the Local Government New Zealand 2019 Conference and Annual General Meeting in Te Whanganui-a-Tara Wellington from Sunday 7 July to Tuesday 9 July 2019.

b) confirm that conference attendance, including travel and accommodation, will be paid for in accordance with the current Auckland Council Elected Member Expense Policy.

c) note that any members who wish to attend the AGM must provide their names to the Kura Kāwana programme team by Friday 12 April 2019 to ensure that they are registered with Local Government New Zealand.

Horopaki
Context

6. This year, the LGNZ conference and AGM will be held at the TSB Arena, Te Whanganui-a-Tara Wellington, from Sunday 7 July to Tuesday 9 July 2019. The AGM will commence at 1.30pm on Sunday 7 July 2018, with the conference programme commencing at 4.30pm on that day and concluding at 12.30pm on Tuesday 9 July 2019.

7. The conference programme has the theme ‘Riding the localism wave: Putting communities in charge’. The high-level programme is attached (refer Attachment A).
8. The AGM takes place on the first day of the conference. The LGNZ constitution permits the Auckland Council to appoint four delegates to represent it at the AGM, with one of the delegates being appointed as presiding delegate.

9. Elected members who hold LGNZ roles are:

<table>
<thead>
<tr>
<th>Mayor Phil Goff</th>
<th>Metro Sector representative on the National Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Penny Hulse</td>
<td>Chair of Zone One and Zone One representative on National Council, Member Conference Committee</td>
</tr>
<tr>
<td>Deputy Mayor Bill Cashmore</td>
<td>Auckland Council representative on Regional Sector</td>
</tr>
<tr>
<td>Councillor Wayne Walker</td>
<td>Auckland Council representative on Zone One</td>
</tr>
<tr>
<td>Councillor Alf Filipaina</td>
<td>LGNZ Te Maruata Roopu Whakahaere</td>
</tr>
<tr>
<td>Councillor Richard Hills</td>
<td>Member Policy Advisory Group</td>
</tr>
<tr>
<td>Waitemātā Local Board Chair Pippa Coom</td>
<td>Member Governance and Strategy Advisory Group</td>
</tr>
</tbody>
</table>

10. Traditionally the four AGM delegates have been the Mayor, the Chief Executive and two Governing Body members who hold LGNZ roles.

11. The Governing Body will consider an item on AGM attendance at its meeting on 28 March 2019 which includes the recommendation that Mayor Phil Goff be the presiding delegate and the other three delegates be comprised of either:

- two members of the Governing Body who hold a formal representation role with LGNZ and the Chief Executive, or
- one member of the Governing Body who holds a formal representation role with LGNZ and the Chief Executive, and a local board member.

12. Delegates in 2018 were:
- Mayor Phil Goff
- Deputy Mayor Bill Cashmore
- Councillor Penny Hulse
- Local Board Chairperson Pippa Coom.

Tātaritanga me ngā tohutohu

Analysis and advice

13. Local board members are invited to attend the conference. As the venue for 2019 is in Te Whanganui-a-Tara Wellington and given the cost of elected member attendance, it is recommended that one member per local board attend.

14. This means that a maximum of 26 Auckland Council elected members would attend the conference.

15. Delegates who attend are encouraged to report back to their local boards.

16. In addition, local board members can attend the AGM as observers, or as a delegate (depending on the Governing Body decision), provided their names are included on the AGM registration form, which will be signed by the Mayor.
17. LGNZ requires prior notice of which local board members plan to attend the AGM. Members wishing to attend are asked to register their intention with the Kura Kāwana programme by Friday 12 April 2019 so that this information can be collated and provided to LGNZ.

**Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera**

**Council group impacts and views**

18. The Governing Body will also consider an item on conference attendance at its meeting on 28 March 2019 which includes the recommendations that the Mayor is appointed presiding delegate to the AGM and that three other delegates be appointed (one of which may be a local board member). It is recommended that these delegates also attend the LGNZ conference, along with any other Governing Body members up to a total of five attendees.

**Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe**

**Local impacts and local board views**

19. The LGNZ Conference has relevance to local board members and their specific roles and responsibilities and is in line with the purpose provided for in the elected member development budget.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

20. The LGNZ National Council has a sub-committee, Te Maruata, which has the role of promoting increased representation of Māori as elected members of local government, and of enhancing Māori participation in local government processes. It also provides support for councils in building relationships with iwi, hapu and Māori groups. Te Maruata provides Māori input on development of future policies or legislation relating to local government. Councillor Alf Filipaina is a member of the sub-committee. Te Maruata will hold a hui on 6 July 2019.

**Ngā ritenga ā-pūtea**

**Financial implications**

21. The normal registration rate is $1410 (early bird) or $1510 (standard).

22. Costs of attendance for one member from each local board are to be met from the elected members’ development budget, as managed by the Kura Kāwana Programme.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

23. The key risk is of delayed decision-making impacting costs and registration choices.

24. The sooner the registration for the nominated local board member can be made, the more likely it is that Auckland Council can take advantage of early bird pricing for the conference and flights, all done via bulk booking.

25. Delayed information may also impact registration into preferred conference streams or events.

**Ngā koringa ā-muri**

**Next steps**

26. Once members are confirmed to attend, the Kura Kāwana programme will co-ordinate and book all conference registrations, as well as requests to attend the AGM.
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
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<tbody>
<tr>
<td>A</td>
<td>Programme for 2019 LGNZ conference and AGM</td>
<td>71</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linda Gifford - Programme Manager Kura Kawana</td>
<td>Louise Mason – General Manager Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Otara-Papatoetoe</td>
</tr>
</tbody>
</table>
Appendix A

LGNZ 2019 Conference and AGM Programme

Sunday 7 July 2019

Registration desk open
9:30am
Barista coffee available at the Connect Lounge in the exhibition hall from 2.00pm
Kindly sponsored by Fonterra

Council hosted tours
10.00am
- Laneway Discovery
- Craft Beer Tour
- Mountain biking Adventure
- Weta Studio Tour
- Hangi Lunch at Karaka Cafe (from 12.15pm)

Ticketed event. For more information click here.

National Council meeting
10.30am
followed by lunch
Members only

Young Elected Members catch up
11.00am
Members only

Local Government New Zealand AGM
1.30pm
followed by a photo of Mayors and Chairs

Afternoon tea
3.30pm
Powhiri and hui opening ceremony
4.30pm
Justin Lester, Host Mayor, Wellington City Council

Government’s address
5.00pm
LGNZ President’s address
5.15pm
Dave Cull, President, LGNZ

Te Maruata address
5.30pm
Cr Bonita Bigham, Chair, Te Maruata
Attachment A

**Monday 8 July 2019**

**Breakfast session**
7.00am  *Lisa King*, Founder, Eat My Lunch and social entrepreneur
Ticketed event. For further information [click here](#)

**Registration desk open**
7.30am Barista coffee available
Kindly sponsored by Fonterra

**Master of Ceremonies**
*Patrick Gower*

*Localism: No.8 wire fixes to New Zealand’s challenges*
Giving local people the power to make local decisions
8.35am  *Tania Tapsell*, Councillor, Rotorua Lakes Council
*Dr Lance O’Sullivan*, founder and chair of The MOKO Foundation

*Localism - what’s your natural advantage?*
Incentivising communities to take a more proactive approach to local
development
9.30am  *Christopher Luxon*, Chief Executive Officer, Air New Zealand
Kindly sponsored by NZ Transport Agency

**Morning tea**
10.15am

*Climate change - a stitch in time*
11.00am Alternative thinking to mitigating and adapting to the changing climate.
*John Mauro*, Chief Sustainability Officer, Auckland Council
Leader of the Opposition’s address
11.45am The Leader of the Opposition will present his party’s view on localism and response to LGNZ’s localism discussion paper.
Hon Simon Bridges, Leader, National Party

12.00pm Zone of Origin’ crocodile bike race

12.30pm Lunch

1.15pm Have you drunk the central government Kool-Aid? An ex-local government back bencher view on localism.

1.45pm Minister of Local Government address
Hon Nanaia Mahuta, Minister of Local Government

Housing and building in New Zealand - can we fix it?
Ensuring our infrastructure is not just fit-for-purpose but supports sustained improvement in the quality of life for all New Zealanders, now and into the future.
Justin Lester, Mayor, Wellington City Council
Adrian Orr, Governor, Reserve Bank of New Zealand
Kindly sponsored by Chorus

2.00pm Afternoon tea

Walkshops
Wananga hikoi
Delegates choose one workshop tour to attend
Social well-being
- Housing affordability: Making it happen
Economic well-being
- Transforming the way local government works digitally
Environmental well-being
- Bringing back our native flora and fauna
Cultural well-being
- What the arts and cultural well-being means for communities
For further information click here

2.45pm End of conference day

Conference dinner and LGNZ EXCELLENCE Awards

6.45pm TSB Bank Arena
Ticketed event. For further information click here
Tuesday 9 July 2019

8.00am  Registration desk open
        Barista coffee available
        Kindly sponsored by Fonterra

9.00am  Master of Ceremonies
        Patrick Gower

Managing fresh water - best practice, breakthroughs in innovation
and barriers
We all have a role to play - the government, the farming sector, the
businesses who use freshwater, communities and individuals - and if we
all work together we can make a big difference.
        Doug Leeder, Chair, LGNZ Regional Group
        Terry Copeland, Chief Executive, Federated Farmers
        Kindly sponsored by GHD

10.00am  Morning tea

Out of the Shadows
Raising awareness of, and community support for, a greater investment
in your community’s cultural and natural heritage.

10.45am  Natalie Palmer, Communications and Marketing Manager, Hamilton City
        Council
        2019 Fulton Hogan EXCELLENCE Award for Community Engagement
        recipient - Out of the Shadows: Bringing Waipa’s heritage to life.

Creating change: Inspiring leadership in local communities
        Colin D Ellis

12.15pm  Early bird registration prize draw
        Kindly sponsored by New Zealand Motor Caravan Association

12.20pm  Poroporoaki | Closing ceremony

12.30pm  Lunch

Member meetings  Members only
1.30pm - 3.30pm
        • Mayors Taskforce for Jobs AGM
        • Regional Sector meeting
        • Young Elected Members meeting
Local board resolution responses and information report

File No.: CP2019/02587

Te take mō te pūrongo / Purpose of the report

1. This report provides a summary of resolution responses and information reports for circulation to the Ōtara-Papatoetoe Local Board.

Information reports for the local board:

Community Facilities has provided a response to the Metrocare deputation from the 11 December 2018 meeting where the board requested officers report back on the process for how non-chemical, sustainable and integrated weed management and cleaning providers can be considered for council family contracts. Attachment A.

Ngā tūtohunga / Recommendation/s

That the Ōtara-Papatoetoe Local Board:

a) note the memo from Community Facilities on weed management.

Ngā tāpirihanga / Attachments

<table>
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<tr>
<th>No.</th>
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<tbody>
<tr>
<td>A</td>
<td>Community Facilities Weed Management memo and attachments</td>
<td>77</td>
</tr>
</tbody>
</table>

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol McGarry - Democracy Advisor Otara-Papatoetoe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Ōtara-Papatoetoe</td>
</tr>
</tbody>
</table>
Memorandum

To: Otara-Papatoetoe Local Board
Subject: Weed Management
From: Jenny Gargiulo
Principal Environmental Specialist

Purpose
1. Inform the Otara-Papatoetoe Local Board on how products are considered for use within the Community Facilities maintenance contracts.

Summary
- MetroCare presented on their Hot Foam herbicide for weed management in public places to the Local Board.
- Community Facilities redirects all companies that approach Auckland Council with new products to our full facility contractors. For any herbicide to be considered for use on public land, the full facility contractors must confirm that the product will enable them to meet the contract specifications, be compliant with all Auckland Unitary Plan Rules and have approval from the Environmental Protection Agency.

Context/Background
2. Auckland is one of the weediest cities in the world. Our warm and wet climate makes us particularly vulnerable to weeds. Weed management is a statutory requirement for multiple departments in Auckland Council, with activities ranging from vegetation management (including grass edging), to pest plant control and ecological restoration.
3. The council uses different weed control methods depending on the species, site characteristics, infestation level and wider landscape characteristics for our open spaces. This includes manual control, biological control, hot water, agrichemical and steam. (Attachment One).
4. Options for weed management completed by the council take the eight objectives of the Weed Management Policy 2013 into consideration. For the use of herbicide, the council follows the guidance of the Environmental Protection Agency which grants approvals and conditions for weed control products.
5. On 11 December 2018, the Otara-Papatoetoe Local Board received a presentation from MetroCare on their Hot Foam herbicide (Attachment Two). Hot Foam combines hot water with a solution to create a foam. When applied to weeds and unwanted vegetative growth, the foam breaks down the cellular structure of the plant leading to destruction and dehydration. The foam also has an insulating effect, so the heat stays on the leaf for longer.

Discussion
6. The council’s full facilities suppliers, Ventia, AIM Services, City Care and UMS, are responsible for vegetation control within our local parks. From April 2019, they will also be managing weeds on berms and the road corridor. There is a council-wide operational requirement to record and monitor herbicide usage.
7. Community Facilities redirects all companies that approach Auckland Council with new products to our full facility contractors. For any herbicide to be considered for use on public land, the full facility contractors must confirm that the product will enable them to meet the contract specifications, be compliant with all Auckland Unitary Plan Rules and have approval from the Environmental Protection Agency.

Next steps/implementation

8. If a product can meet the efficacy and environment requirements of our contract specifications and the Auckland Unitary Plan rules, as well as product approval from the Environmental Protection Agency, Hot Foam would be considered for use within the contracts.

Attachments
Attachment A – Weed control methodology table
Attachment B – MetroCare Presentation
### Comparison of weed control methodologies

<table>
<thead>
<tr>
<th>Method</th>
<th>Effectiveness</th>
<th>Environmental Impacts</th>
<th>Human health risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>No control</td>
<td>In most situations, no control would result in councils failure to meet current level of service.</td>
<td>In some cases native species may coexist with weed species if the weed populations are not dominated to the point of excluding native species suited to the particular habitat. More commonly weeds do out-compete and therefore eliminate native plant populations.</td>
<td>Perceived or actual indirect impact from the growth of weeds:</td>
</tr>
<tr>
<td></td>
<td>Where no weed control is undertaken at a particular site.</td>
<td></td>
<td>- Species like pine can trigger hay fever and asthma.</td>
</tr>
<tr>
<td></td>
<td>In a few other situations where erosion control is more important than species competition, no control of weeds is an effective option.</td>
<td></td>
<td>- Other species can present a physical hazard (e.g., root plant care is an initiative).</td>
</tr>
</tbody>
</table>

#### Mechanical

- Mechanical control methods are not effective ways of killing the entire plant, including the root system, but they limit foliage and can prevent or reduce seed production and reduce growth. Mechanical control is used most often in combination with other weed control methods in the road corridor (glyphosate, steam and hot water) to increase effectiveness.
- Mechanical control methods must be undertaken between weekly and monthly, depending on the required level of service, to prevent weeds from regrowing from stems and roots fragments.
- Mechanical control is most effective when it is timed well, e.g. before a plant can set seed.
- Some potential impact on biodiversity, via risk of spreading weeds as fragments can travel on machinery, or re-sprout from fragments on site. The equipment used for mechanical control may use some fuel. Fuel consumption and associated carbon emissions have not been quantified.
- There is a minor risk of injury to the applicator from equipment, or to passers-by (e.g. from slings being flung up by machinery).  

#### Manual

- Manual control is not an effective method for most of the hard edges in local parks, nor for much of the road corridor. It can be effective against small shrubs and trees and herbaceous weeds in small infestations, removing the whole plant. It is best suited to small plants without extensive root systems that can be removed without breaking. It is not recommended for plants with deep underground roots and/or easily broken roots.
- Most weeds should be removed from the site entirely to avoid fragments or seed dispersal. Careful disposal is important for some species (e.g., those that re-sprout from fragments, such as tradescantia).
- This method creates soil disturbance, which can lead to weed invasion. Manual control on species that re-sprout from fragments can lead to weeds spreading further.  
- There is risk to the applicator through injury via over-exertion during operation or injury/illness caused by weed itself (e.g., reaction to sap, or injury from appendages such as thorns). Personal Protective Equipment (PPE) such as long sleeves, pants and gloves, will minimise risk.
Steam is not an effective way of killing the entire plant including the root system, but it does affect the foliage and can prevent/reduce weed growth and root growth. The steam destroys the surface foliage of the weeds, leaving the roots primarily untouched as the temperature of the steam decreases (turning liquid water) rapidly upon touching the ground. Steam does not destroys the foliage of weeds of the types of weeds (e.g., grass and knapweed, for example).

Steam must be repeated on a weekly programmed cycle in combination with or interspersed with mechanical and herbicide treatments to achieve the required level of service in non-required service standards.

To achieve required level of service in the contract area, mechanical control (weed control) is used to remove weeds in the channel, including the levee before high pressure steam is applied. The remainder of the plant is controlled using the high pressure steam system. High pressure steam is used in every second cycle with the remaining cycle being mechanical only. Weed control is also used to trim the edges of the footpath. Glyphosate-based herbicide is used to kill weeds in the channel on the level 1 roads as the high pressure steam system cannot be used on these roads, with mechanical control (weed control) used on the road bed. Glyphosate is also used to treat specific weeds, such as nut grass.

The current high pressure steam system is too heavy to be accommodated on park infrastructure such as footpaths and lawns, and is only used in the road corridor. Application involves large, slow-moving vehicles which are noisy, so it is limited to non-peak hours in some areas. Traffic management is required for high volume roads.

Hot water treatment is not an effective way of killing the entire plant including the root system, but it does affect the foliage and can prevent/reduce weed growth and root growth. The hot water destroys the surface foliage of the weeds, leaving the roots primarily untouched as the temperature of the water decreases rapidly upon touching the ground. Hot water does not destroy the foliage of some types of weeds (e.g., grasses and kikuyu, for example).

In this contract area, hot water is applied directly to the water with no mechanical control undertaken prior to application of the hot water. Some mechanical control is used to trim the edges of the footpath. No glyphosate is used in the area where hot water is used.

The current hot water treatment system (trucks and disposal unit) is too heavy to be accommodated on park infrastructure such as footpaths and lawns, and can only be used in the next corridor. Application involves large, slow-moving vehicles which are noisy, so it is limited to non-peak hours in some areas. Traffic management is required for high volume roads.

This method uses 2000L to 3000L of water per day of deployment. The environmental impacts of this water consumption will be dictated by whether the water is sourced from the mains supply or from roof supply, and has not been quantified.

Primarily the risks to the operator through direct contact with hot water, equipment and proximity to traffic. Exposure to the steam is minimal and the heat dissipates quickly once the steam contacts the weeds or ground. Risks caused by exhaust have also potential to cause harm.

In the road corridor the treatment operator is exposed to moving traffic as they walk alongside the truck. This is minimised by having the team working from the back of the truck.
Plant-based herbicides

Weed control by plant-based herbicides via foliar spray includes products like Organic Interceptor (derived from plant extracts) and Agro BioSafe (derived from coconut oil).

Used in approximately 1998 km (12%) of road corridor in legacy Auckland City and Waitakere Island area.

Item 20

Effective tool for controlling annual broadleaf weeds, grasses and other monocots affecting hard edges in local parks and found in the road corridor. It kills the entire plant in 24 hours. It requires less frequent follow-up than other methods, with an average of three to four treatments a year.

Glyphosate is absorbed through green plant tissue and translocates throughout the plant, including the root system to kill the entire plant. Glyphosate is easily absorbed by plants and is rapidly translocated. It is effective in killing weeds and plants growing in hard to reach areas. Effective in killing weeds and plants growing in hard to reach areas. Effective in killing weeds and plants growing in hard to reach areas.

The application rate is quick (using a small leaf/land steer vehicle).

The vehicles used to apply plant-based herbicides use fossil fuels and generate some carbon emissions. Therefore, some plant-based herbicides contain ingredients that contribute to other environmental effects such as ozone depletion. Some of these products are toxic and can be corrosive. These have not been quantified.

Direct application of Organic Interceptor may kill beneficial insects and bacteria.

BioSafe is registered on contact with the soil and has no residual activity.

Exposure pathways for occupational and public exposure are managed in accordance with the Health and Safety at Work Act 2015 (HSW Act) and the Hazardous Substances and New Organisms Act (HSNO Act) 1996.

Correct application methods are described in the New Zealand Standard on the Management of Agricultural Chemicals (NZS 4940:2008). Proposed Auckland Urban Plan (part 3, H.4.2 and 3), and product label as registered by the EPA. Application must be in accordance with these standards.

Agro BioSafe contains a health and safety data card to the operators and others who come into contact with the product. The product is corrosive to eyes and respiratory systems. Protective equipment must be worn.

BioSafe contains a coconut derived fatty acid with a strong, stable colour. This odour persists for some time after application, long after it has been used, and has been the source of complaint from the public.

Attachment A Item 20
Biological
control

Biological control is not suited to control weed species typically occurring on hard edges of local parks and many species in the road corridor. It relies on the weed's natural enemy being free to grow, and in most areas it would contravene the weed control standard of local parks and roads. Biological control might mean that areas are not tidy and safe, or could cause nuisance to neighbours or damage to fences.

The risk of adverse impacts to the environment is low. Before a new biological control agent is released, approval from the EPA is needed and all proposed agents are rigorously tested to assess the risk of damage to non-target plants. They are also tested for disease and evaluated for any other unwanted interactions it might have. A comprehensive cost-benefit analysis is also carried out and the results of all these studies are included in an application to the EPA. The application then goes through a public comment period. All species approved for release must initially come into a containment facility until permission to remove them is granted by MPI, pending evidence of their correct identity and freedom from any diseases or other unwanted organisms.

Biological agents rarely pose any risks to humans due to the stringent, pre-cautionary assessment and registration process.

References:
3. Staff experience and in-field observations.
15. Distance provided by Auckland Transport.
16. Staff experience and in-field observations.
17. Staff experience and in-field observations.
18. Auckland Transport and their contractors receive complaints from neighbours due to the high noise level during control work using this method - this has resulted in limited hours for operations in residential areas.
19. Staff experience and in-field observations.
21 Diesel engine exhaust is a category 1 carcinogen (Carcinogenic to humans) and petrol engine exhaust is a category 2B carcinogen (Possibly carcinogenic to humans). Agents Classified by the IARC Monographs, Volumes 1–112 and http://monographs.iarc.fr/ENG/Classification
22 Distance provided by Auckland Transport
23 Staff experience and in-field observations
25 Auckland Transport and their contractors receive complaints from neighbours due to the high noise levels during control work using this method – this has resulted in limited hours for operations in residential areas
26 Staff experience and in-field observations
27 http://asap.mcgill.ca/mag_plastic/NP46_27.htm
28 Diesel engine exhaust is a category 1 carcinogen (Carcinogenic to humans) and petrol engine exhaust is a category 2B carcinogen (Possibly carcinogenic to humans). Agents Classified by the IARC Monographs, Volumes 1–112 and http://monographs.iarc.fr/ENG/Classification
29 http://www.nzpp.info/journals/55/np0_550207.pdf
30 Agro Bio-safe MSDS
31 Distance provided by Auckland Transport
32 http://www.nzpp.info/journals/55/np0_550207.pdf
34 New Zealand Natives Agrichemical Manual, 2013
36 http://www.nzpp.info/journals/55/np0_581207.pdf
40 Agro Bio-safe MSDS
41 Distance provided by Auckland Transport
42 New Zealand Natives Agrichemical Manual, 2013
43 New Zealand Natives Agrichemical Manual, 2013
45 Shane Boardman, Agriwise, Auckland Council Weed Management Workshop 18 June 2015
46 New Zealand Natives Agrichemical Manual, 2013
47 Glyphosate 360 Material Safety Data Sheet (MSDS)
49 http://weedscience.org/weednews/registration.aspx
50 IARC Monographs Volume 112. Evaluation of five organophosphate insecticides and herbicides
52 http://www.fountd.in/whats-in-our-Abdgenetically-modified-food/fowenслав
54 Staff experience and observations
**Maintenance today, protecting tomorrow**

MetroCare values our community. We care about the health of our environment and the people in it. We provide an integrated approach to vegetation control and street cleaning.

**Safe**
No adverse health affects or chemical smell for the public or pets after MetroCare’s natural Hot Foam treatment. As we transition to a glyphosate-free future, cleaner, safer and more efficient weed management strategies are required.

**Targeted**
There is no residue, water run-off or airborne drift even on windy days. MetroCare’s natural Hot Foam can be used in almost any weather conditions, reducing downtime.

**Carbon zero**
Our electric vehicles and heating system require no fossil fuels and operate in silence. So quiet they can run at night in residential areas.

**Community hubs**
MetroCare have created the concept of Community Hubs to collect rainwater and harness solar energy to heat water and provide clean energy to power our fleet.

**Local pride**
MetroCare are part of the community. We employ local people who care about the work they do in their neighbourhood.

**Integrated services**
MetroCare’s innovative technology allows for the integration of compatible services, like weed control and street cleaning. We work in partnership with clients to design and implement a plan to make the transition to a glyphosate-free future.
Attachment A

Item 20

Toxic chemicals or natural hot foam
The imperative for change

Glyphosate

Carcinogenic: Existing weed control chemicals are glyphosate-based, which has been acknowledged as a probable carcinogen for humans as well as animals.

If sprayed on or around edible gardens, there is a risk of residual glyphosate being ingested.

Toxic to animals: Glyphosate has been shown to be dangerous to domestic animals. Common practice when using glyphosate spray is to notify home and pet owners of spray periods in order for them to take precautionary action - remove pets, change water frequently, etc.

Environmental Impact: Glyphosate-based sprays should not be used in moderate to high winds or within 24 hours of rain, due to the potential impact on people and the surrounding environment.

As global citizens we all share a responsibility for environmental sustainability, and to reduce our individual and collective carbon footprint.

Organisations and Municipal Councils around the world are looking to the future - a future where innovation and new technologies provide opportunities for environmental leadership.

To achieve sustainability goals, it is realistic to expect the use of glyphosate for weed control on streets, parks and green spaces to be significantly reduced in coming years. And as a landmark case in California plays out, an association between glyphosate and cancer will be examined and may well lead to a ban on the use of glyphosate by many councils.

Residual effect: Glyphosate binds strongly to soil and remains in the soil for a period of time, negatively impacting the ecosystem.
The future

MetroCare’s Natural Hot Foam

As we transition to a glyphosate-free future, cleaner, safer and more efficient weed management strategies are required.

MetroCare is leading the journey to chemical-free weed management and maintenance with innovative solutions.

Natural Hot Foam combines hot water (minimum of 100°C) with natural plant sugars to create foam. When applied to weeds and unwanted vegetative growth, Hot Foam acts to break down the cellular structure of the plant, leading to destruction and dehydration. The foam has an insulating effect, so the heat stays on the leaf for longer, giving much better results than hot water alone.

MetroCare is working in partnership with local and city councils around the world to transition from glyphosate to chemical-free, environmentally friendly and sustainable weed control and hot water cleaning.
Attachment A

Item 20

Chemical weed control:
- Auckland region Local Government roadside and parks and reserves, NZ
- Auckland Transport Urban North West Road, NZ
- Hamilton City Council Roadside, NZ
- Transit New Zealand Auckland region motorways and state highways, NZ
- Auckland region noxious weed control on farmland, NZ
- Wellington City Council roadside, NZ

Non-chemical weed control:
- Auckland region local government roadside, NZ
- North Shore City Council, NZ
- Auckland Transport Urban North West Road, NZ
- Leichhardt Municipal Council, Australia
- Ashfield Council, Australia
- Heemstede Council, Holland
- Ku-ring-gai Council, Australia
- Waverley Municipal Council, Australia

Project consultants:
- City of Fremantle, Australia
- City of Hobart, Australia
- City of Banyule, Australia
- Greater Shepparton City Council, Australia
- City of New York - Parks and Reserves, USA
- Martha's Vineyard Golf Club, USA
- IAP - Hill Jacksonville Florida, USA
- City of Breda, Holland
- Villa Maria Winery, NZ
Te take mō te pūrongo / Purpose of the report
1. To present the Ōtara-Papatoetoe Local Board with its updated governance forward work calendar.

Whakarāpopototanga matua / Executive summary
2. The governance forward work calendar for the Ōtara-Papatoetoe 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.

Ngā tūtohunga / Recommendation/s
That the Ōtara-Papatoetoe Local Board:

a) note the Governance Forward Work Calendar.

Ngā tāpirihanga / Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A9</td>
<td>Governance Work Calendar</td>
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Ngā kaihaina / Signatories

<table>
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<tr>
<th>Author</th>
<th>Carol McGarry - Democracy Advisor Otara-Papatoetoe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Otara-Papatoetoe</td>
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<td>Month/Quarter</td>
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<td>To Be Advised</td>
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<td>Resolution</td>
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<td>21 August 2018</td>
<td>OP/201 8/136</td>
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<td>18-Sep-18</td>
<td>OP/201 8/155</td>
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<td>11 Dec 2018</td>
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Te take mō te pūrongo / Purpose of the report

1. Attached are the notes for the Ōtara-Papatoetoe Local Board workshops held on Tuesday, 12 and 26 February and 5 March 2019.

Ngā tūtohunga / Recommendation/s

That the Ōtara-Papatoetoe Local Board:

a) note the workshop notes from the workshops held on Tuesday 12 and 26 February and 5 March 2019.

Ngā tāpirihanga / Attachments

<table>
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<tr>
<th>No.</th>
<th>Title</th>
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<tr>
<td>A</td>
<td>Workshop Notes - 12 February 2019</td>
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<td>Workshop Notes - 26 February 2019</td>
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</tr>
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<td>C</td>
<td>Workshop Notes - 5 March 2019</td>
<td>103</td>
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<td>Rina Tagore - Relationship Manager Mangere-Otahuhu &amp; Otara-Papatoetoe</td>
</tr>
</tbody>
</table>
Workshop record of the Ōtara-Papatoetoe Local Board held in the Woodside Room on Tuesday, 12 February 2019 at 9.30am.

**PRESENT:**
Chairperson: Lotu Fuli to 12 noon
Deputy Chairperson: Ross Robertson – presiding from 12 noon.
Members: Apulu Reece Autagavaia
Dawn Trenberth
Mary Gush

**ABSENT:**
Ashraf Choudhary and Donna Lee

**ALSO PRESENT:**
Shirley Coutts (Senior Local Board Advisor)
Albert Scott (Local Board Advisor)
Rina Tagore (Relationship Manager)
Shoma Prasad (Engagement Advisor)
Tess Liew (Strategic Broker)
Carol McGarry (Democracy Advisor)

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>NZTA – 20 Connect update Adrian Price, Louise Trogan, Ameer Bahoo, Kenneth Tuai</td>
<td>Keeping informed</td>
<td>The board was updated on the 20 Connect project as well as a brief update on the Puhinui station upgrade. ACTION: Future workshop to be set up with 3D headsets for a walk through of the project virtual reality model.</td>
</tr>
<tr>
<td>Auckland Transport - Redoubt Road Dynamic Lanes Sam, Miguel, Martin, Richard, Rob, Kenneth Tuai</td>
<td>Oversight and monitoring</td>
<td>The board was informed about the upcoming Redoubt Road Dynamic Lanes project</td>
</tr>
<tr>
<td>Quarter 2 report Shirley Coutts, Albert Scott, Faithe Smith, Tess, Maddie Little (via skype)</td>
<td>Oversight and monitoring</td>
<td>The board discussed the Quarter two performance report prior to the 19 February 2019 business meeting.</td>
</tr>
<tr>
<td>Ngati Otara Multi-sport and Cultural Centre Tim Keat, Debra Langton</td>
<td>Local initiative / preparing for specific decisions</td>
<td>The board was updated on the Ngati Otara Multi-sport and Cultural Centre project</td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of discussions</td>
</tr>
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<td>----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Halertau Naitoko Memorial Steve Owens, via Skype and Debra Langton</td>
<td>Local initiative / preparing for specific decisions</td>
<td>The board discussed the Halertau Naitoko memorial and provided feedback.</td>
</tr>
<tr>
<td>Miscellaneous items</td>
<td>Keeping informed</td>
<td>The board discussed miscellaneous items with the local board Advisors.</td>
</tr>
</tbody>
</table>

The workshop concluded at 12.30 pm
Workshop record of the Ōtara-Papatoetoe Local Board held in the Woodside Room on Tuesday, 26 February 2019 at 9.30am.

**PRESENT:**
- Chairperson: Lotu Fuli
- Deputy Chairperson: Ross Robertson
- Members: Apulu Reece Autagavaia, Dawn Trenberth, Donna Lee from (10.05 am)

**APOLOGIES:**
- Ashraf Choudhary, Mary Gush

**ALSO PRESENT:**
- Shirley Coutts (Senior Local Board Advisor)
- Albert Scott (Local Board Advisor)
- Rina Tagore (Relationship Manager)
- Shoma Prasad (Engagement Advisor)
- Tess Liew (Strategic Broker)
- Carol McGarry (Democracy Advisor)

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<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of discussions</th>
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</thead>
</table>
| Panuku - Transform Manukau  
Helga Sonier, Steve Owens | Keeping informed | The board was updated on the Transform Manukau projects. |
| Community Facilities -  
1. Ōtara Papatoetoe  
Sport Fields  
Lighting and upgrade  
Kishor Mistry, Paul Reive, Scott Malcolm and Phil Gedge, Greg Hannah, Christine Greenfield, Nichola Painter.  
2. 2018/19 work programme update  
Greg Hannah, Nichola Painter, Scott Malcolm, Shane Hogg, Kristen Ross, Jenny Young | Local initiative / preparing for specific decisions  
Oversight and monitoring | The board discussed a summary of the review of Ōtara-Papatoetoe sport fields and their suitability to increase playing capacity under lights and was updated on the proposed next steps of this “growth funded” project.  
The board discussed the Community Facilities 2018/19 work programme, leasing and maintenance delivery.  
ACTION: Officers to provide costings on a replacement toilet for Wallace Road in Papatoetoe. |
| Annual Budget Consultation | Engagement | The members discussed the Annual Budget Consultation information and the Huis on 5 and 12 March 2019. |
### Workshop Item: Arts Community and Events - 6 monthly update on graffiti vandalism prevention
#### Tess Liew
- **Governance role:** Accountability to the public
- **Summary of discussions:** The members discussed the graffiti vandalism prevention 6 monthly report.
  - **ACTIONS:** The Board requested maps of the incident areas to look at opportunities for murals in these areas.

### Workshop Item: Arts Community and Events - Civic leadership awards - feedback
#### Tess Liew, Gustavo Ferreira, Natia Tucker
- **Governance role:** Accountability to the public
- **Summary of discussions:** The board discussed the 2018 Civic leadership awards with officers including options to improve.
  - **ACTION:** Draft template to be shared with board members at a future workshop.

### Workshop Item: Te Puke o Tara Community Centre
#### Jacqueline Puna-Teaukura, Fatima Vaaga
- **Governance role:** Local initiative / preparing for specific decisions
- **Summary of discussions:** The board discussed the room names for the Te Puke o Tara Community Centre. This topic will be included in the Te Kete Rukuruku/Mana Whenua names report to a future business meeting.

The workshop concluded at 12.36 pm
Workshop record of the Ōtara-Papatoetoe Local Board held in the Woodside Room on Tuesday, 5 March 2019 at 9.30am.

**PRESENT:**
- Chairperson: Lotu Fuli
- Deputy Chairperson: Ross Robertson
- Members:
  - Apulu Reece Autagavaia
  - Dawn Trenberth
  - Mary Gush from 9.56am
  - Donna Lee – from 9.40am
- **ABSENT:**
  - Ashraf Choudhary
- **ALSO PRESENT:**
  - Shirley Coutts (Senior Local Board Advisor)
  - Albert Scott (Local Board Advisor)
  - Rina Tagore (Relationship Manager)
  - Tess Liew (Strategic Broker) – from 10am to 11am
  - Carol McGarry (Democracy Advisor)

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<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant Programme Review 2019/2020 Marion Davies, Helen Taimarangai</td>
<td>Local initiative / preparing for specific decisions</td>
<td>The board reviewed the grant programme for the 2019/2020 financial year prior to a formal report to the 19 March 2019 business meeting for formal adoption.</td>
</tr>
<tr>
<td>Arts Community and Events update - Community Empowerment Unit - Arts and Culture Tess Liew, Sarah Edwards</td>
<td>Oversight and monitoring</td>
<td>The board was updated on the Arts, Culture and Events 2018/19 work programme and discussed a proposal for a community arts broker. ACTION: Comments provided on the Diversity Festival Poster to be passed on to the Events Team.</td>
</tr>
<tr>
<td>Update on Project Streetscapes contracts Jenny Gargiulo, Julie Houghton, Kay Sevilliano</td>
<td>Oversight and monitoring</td>
<td>The board was updated on the final Project Streetscapes contracts involving the transfer of services from Auckland Transport and Waste Solutions to Community Facilities. The services are a variation of the current Full Facilities contracts. The variations have been separated into ‘green’ and ‘clean’ and will go live on 1 April 2019 for green (mowing, edging, weed management, vegetation management), and 1 July 2019 for clean (town centre cleaning, loose litter collection, street bin emptying). The interim approach for weed management, and pest plant management was also discussed ACTION: Link to No Spray register sent to board members.</td>
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<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of discussions</td>
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<tr>
<td>Otara Waterways and Lake</td>
<td>Oversight and monitoring</td>
<td>The board discussed the Otara Waterways and Lake work programme with officers prior to the Trustees presenting a deputation to the 19 March 2019 business meeting.</td>
</tr>
<tr>
<td>Katie Jones, Rhianna Drury, Jaimee Maha</td>
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<tr>
<td>Miscellaneous items</td>
<td>Keeping informed</td>
<td>The board discussed miscellaneous items with the local board Advisors.</td>
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<tr>
<td>Shirley Coutts, Carol McGarry</td>
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The workshop concluded at 12.38 pm