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

**Date:**
Monday, 20 May 2019

**Time:**
6.00pm

**Meeting Room:**
Howick Local Board Meeting Room

**Venue:**
Pakuranga Library Complex
7 Aylesbury Street
Pakuranga

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Howick Local Board

OPEN AGENDA

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**MEMBERSHIP**

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<th>Name</th>
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<td>Chairperson</td>
<td>David Collings</td>
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<tr>
<td>Deputy Chairperson</td>
<td>Katrina Bungard</td>
</tr>
<tr>
<td>Members</td>
<td>Garry Boles, Jim Donald, John Spiller, Mike Turinsky, Adele White, Bob Wichman, Peter Young, JP</td>
</tr>
</tbody>
</table>

(Quorum 5 members)

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Vanessa Phillips
Democracy Advisor

13 May 2019

Contact Telephone: 021 891 378
Email: vanessa.phillips@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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25 Governance Forward Work Calendar 147
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27 Consideration of Extraordinary Items
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 Howick Local Board:

a) confirm the ordinary minutes of its meeting, held on Monday, 15 April 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 Howick 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.

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

9 Public Forum

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

9.1 Public Forum - Laurie Slee and Bruce Lotter, Integrated Residential Development on Sandspit Road.

Te take mō te pūrongo

Purpose of the report

1. Laurie Slee and Bruce Lotter will be in attendance to present to the Board on the Integrated Residential Development on Sandspit Road.
Whakarāpopototanga matua
Executive summary
2. Laurie Slee and Bruce Lotter will be in attendance to present to the Board on the Integrated Residential Development (IRD) on Sandspit Road.
3. Specifically, the residents who have been notified of the proposed IRD and are able to make submissions.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:
   a) receive the presentation and thank Laurie Slee and Bruce Lotter for their attendance.

9.2 Public Forum - Laurie Slee, Chair of the Cockle Bay Residents and Ratepayers Association, Integrated Residential Development on Sandspit Road

Te take mō te pūrongo
Purpose of the report
1. Laurie Slee, Chair of the Cockle Bay Residents and Ratepayers Association will be in attendance to present to the Board on the Integrated Residential Development on Sandspit Road.

Whakarāpopototanga matua
Executive summary
2. Laurie Slee, Chair of the Cockle Bay Residents and Ratepayers Association will be in attendance to present to the Board on the Integrated Residential Development on Sandspit Road.
3. Specifically, on behalf of the residents who have not been notified of the proposed IRD and are excluded from making submissions.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:
   a) receive the presentation and thank Laurie Slee for his attendance.

9.3 Public Forum - Matthew Brajkovich, Sewer Issue in Cockle Bay.

Te take mō te pūrongo
Purpose of the report
1. Matthew Brajkovich will be in attendance to present to the Board on the sewer issue in Cockle Bay in relation to the Integrated Residential Development on Sandspit Road.

Whakarāpopototanga matua
Executive summary
2. Matthew Brajkovich will be in attendance to present to the Board on the sewer issue in Cockle Bay in relation to the Integrated Residential Development on Sandspit Road.
3. Specifically, addressing the downstream environmental impacts.

**Ngā tūtohunga**

**Recommendation/s**

That the Howick Local Board:

a) receive the presentation and thank Matthew Brajkovich for his attendance.

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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.”
Te take mō te pūrongo
Purpose of the report
1. This item gives the Chairperson an opportunity to update the Board on any announcements and note the Chairperson’s written report.

Whakarāpopototanga matua
Executive summary
2. Providing the Chairperson 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 Howick Local Board:
   a) note the Chairperson’s verbal update and written report.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Vanessa Phillips - Democracy Advisor</th>
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<tbody>
<tr>
<td>Authoriser</td>
<td>Nina Siers - Relationship Manager</td>
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Councillor update
File No.: CP2019/07109

Te take mō te pūrongo
Purpose of the report
1. An opportunity for the Ward Councillor’s to update the Board on regional matters of interest.
2. A period of time (10 minutes) has been set aside for the Howick Ward Councillor’s to update the Board on regional matters.

Whakarāpopototanga matua
Executive summary
3. Providing the Howick Ward Councillor’s with an opportunity to update the local board on regional matters of interest since the last meeting.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:
a) note the verbal and written report from Councillor Sharon Stewart.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
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<tr>
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<td>Nina Siers - Relationship Manager</td>
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Te take mō te pūrongo
Purpose of the report
1. To report back to the Howick Local Board on the Local Government New Zealand Conference 2018.

Whakarāpopototanga matua
Executive summary
2. To inform the board members on the highlights of the conference which took place in Christchurch from 15-17 July, 2018.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:
a) Thank Member Mike Turinsky for his report back on the Local Government New Zealand Conference 2018.

Ngā tāpirihanga
Attachments

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I had the privilege of attending the Local Government New Zealand Conference in 2018. The Howick Local Board nominated me to attend. The conference was of high value to me as an elected member. The content of the seminars and the speakers were very inspiring and useful.

Enclosed is my 2018 LGNZ Conference report with some highlights and learnings I gained.

Sam Johnson - social entrepreneur
Student army

Local government can:

- Give people opportunities to help others, give people permission to make a difference, highlight common interests and local interests, make us aware that there is always someone looking for help and someone looking for work, and create new types of work for people in our community (find a need and fill it)
- Other Thoughts: Trust has fundamentally moved in society. It’s gone from local to institutional and then to technology. Recommended book, The Patient will see you now. ‘We are totally leading by our periphery vision’. (Example - people walking while looking at their cell phones. The future isn’t tomorrow, it’s all the little decisions we make today.
- Focus on the reason ‘why’, work out your why of projects, strategise how, realise the what.

Speakers:

- Joanna Norris - Chief executive Christchurch NZ Building a strong community
- Anita Bonnitt – CE Te Runanga o Ngai Tahu “The richness of the local history is important.”
- Justin Watson - Chief aeronautical/commercial Officer, Chch airport; A successful airport is important. The Chch airport has a 50:1 economic multiplier. Every $1, results in 50 to the local community.
- Enika Austin- Christchurch is a prototype city, transitional city, learning city
- Justin Tualamali - Chair Pacific youth leadership transformation Council.
- - Council doesn’t need to do all the work to develop community. Community owns the value in everything.”
- What do we do for young people? Figure out what kind of young people we have. Pour out resourcing to our young people.
- Adaptive Leadership for youth to be part of community development of the future.
- Embrace diversity, provide opportunity, resist the comfortable space of the same.
- Michael Dunlop - director Acumen Republic. Building strong local economy.
- - There is a belief that centralised and standardised ways of doing things, determined by central government, is the best approach. However, central gov. has taken the role of local gov. away.
- Local government is largely the compliance arm of Central government.
- Communities don’t have real influence over local government. Municipalities should be close to and connected to communities. The benefits of Economic growth should come back to the local community.
- Te Mare tau- Ngai Tahu research centre
- Inspiring Māori connections to grow thriving, prosperous communities.
- Rachel Reese - Mayor of Nelson
- Johnson Cox - Working together to tackle 3 waters infrastructure challenges facing NZ

Speaker, Best practice: building excellence in locally delivered infrastructure and services.
- Produces, Quality of services continuous improvement, Development performance measures, Assessment, Ratings awarded, Improve performance
- David Ayers - Mayor Waimakariri District Council: “Each councillor has a portfolio that is connected to a committee. Each councillor has a chance to chair a committee each term. Unity in council promotes unity in the community.”

Jim Palmer, Chief executive Waimakariri: Relationships - need good relationships with staff, officers, and other members to be effective. You are watched every minute of the day, you need to role model, keeping
people informed (staff gives bullet point update to members fortnightly on how projects are going and issues.) The greater the trust and confidence the more effective you will be. Clarity of purpose - to make botany the best place it can be and to be connected with the community. Consistency is very important. Treat people with respect, other people's point of view is and can be legitimate and people deserve respect and to be heard.

- Best practice of financial management.
  - understand your budgets management, vision, and objectives.
  - Need good data to feed into that budget. Need to take survey about satisfaction from the community every year. Find out where you are over providing or under providing.
  - Infrastructure strategy - what are the services you are already providing.

- Financial controls (risk management processes). Have clear delegation and clear internal reporting
  - Value (performance) management. Make sure you know how you are achieving your outcomes and how your financial management is lining up. Have a project management process in place.
    - What are your risks? How is the budget going?

Core business, Alignment of: Vision, mission, values, strategies, LTP, infrastructure plan.

Business case development: investment Logic Mapping

Mike’s thoughts: “you have to know where you are at before you can figure out where you are going.” Example – Small sites programme in Flat bush: engaged an experienced operator as a consultant to work with non-compliant operators to reach acceptable level of understanding and implementation of requirements under health and liquor legislation. Data gained informed next steps.

Communication: How do we make sure the engagement and communication strategy is aligned with council vision etc.

  - Clear and unified vision and message
  - Regular and consistent communication
  - Tell story
  - Utilizing professional communication assistance.

Speaker: Deidre Otene - Te Kotahitanga e mehi kaha Trust

- Encourage local voices, not expected voices, to be able to speak up for change and influence.
- The state of our land is reflective of the state of our people.
- Being in alignment with others, working alongside others rather than trying to come on and miraculously change the world.
- Mobile innovation space?
- i-moko
- Community Development requires us to return back to serve at a level that is needed the most.
- Go local go deep, to have a greater impact. We have to take our community with us as we look to improve health and well-being. The local communities have the answers, we must help them identify their own answers.

Seminar: empowering community groups

- Harnessing localism and empowering communities to succeed
- Akiina - social enterprise - business with a heart
  - Without access to market for us to trade, social enterprise cannot exist and engage in Sector development, capacity building, and facilitating finance.
- Partnership with local government, unbundle some of our local contracts for social enterprise business. Interesting idea to consider.

Margaret Jeffries

- Project lyttleton, The soul of sustainable community. Appreciative inquiry’s look at what is going well first, rather than focussing primarily on what is going wrong. Interesting idea. “Time bank” people trading in time rather than money. People in the community have skills, Local government need to extend some trust to the community groups.

- Selwyn youth council
  - Youth council discretionary fund
  - “What do YOUth think” tour. Going to where the young people are to survey them and get their point of view rather than the typical hearing style engagement.
  - Selwyn Link trial bus service was launched (a two day trial).
Te take mō te pūrongo
Purpose of the report
1. To provide feedback on the Remuneration Authority’s proposed policy on child care allowances.

Whakarāpopototanga matua
Executive summary
2. The Remuneration Authority has previously received submissions from members in other councils stating that if childcare were a claimable expense, then serving in local government might be a more realistic option for parents who are currently deterred from considering the role because of the costs of childcare. Some jurisdictions in other countries provide such allowances.
3. The authority has distributed its proposed policy in order to get feedback from councils and individual elected members. The proposed policy is in Attachment A. The authority has asked for feedback by 31 May 2019 and intends to include the provision in its determination that comes into force on 1 July 2019.
4. At present, the authority determines allowances for vehicle mileage, travel time and communications. Each individual council considers its approach to the expenses and allowances and writes its own policies within the upper limits set by the authority. If the authority determines that childcare allowances are permissible the council could include, within the framework established by the authority, specific rules in the council’s expenses policy.
5. A draft submission on the proposed policy has been prepared and is attached as Attachment B. Elected members can provide individual comments to the Remuneration Authority if they wish, by 31 May 2019.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:

a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.

Horopaki
Context
6. Local Government New Zealand (LGNZ) has formed a Young Elected Members (YEM) committee with members representing LGNZ Zones. These are elected members who are under the age of 40 years. The YEM network has raised the matter of childcare costs with the Remuneration Authority. They cite examples such as a member of a smaller council who is 24 years of age and on a salary of $18,707. Another, struggling to pay for childcare on her councillor’s salary of $20,634 opted instead to bring her child to meetings.

1 https://www.stuff.co.nz/national/109002369/underrepresentation-of-young-elected-members-woeful
7. The group makes the point that other costs of attending to council duties can be claimed, such as mileage and communications, but not the cost of childcare. The group is broadly interested in developing the ability of younger elected members.

8. The Remuneration Authority has researched childcare allowances and is now inviting feedback on its draft policy, which includes the eligibility and payment conditions which will be included in the authority’s formal determination.

Tātaritanga me ngā tohutohu
Analysis and advice

9. The Remuneration Authority has recognised the need to address childcare costs if those with families are not to be deterred from standing for local government office.

10. Salaries paid to Auckland local board members and governing body members are generally higher than in smaller council districts in New Zealand, where it is likely elected members particularly struggle to meet childcare costs from their salaries. Nevertheless, the provision of the allowance may encourage greater diversity in those standing for election in Auckland.

11. The cost to the council and the ratepayer is reasonable in terms of the total budget for elected members’ remuneration but is a significant help for the member who has to arrange childcare. The policy places a cap of $6,000 per annum for any member. LGNZ statistics show that approximately 6 per cent of elected members are 40 years of age or below. On that basis, the cost to Auckland Council, if 6 per cent of members (10 members) claimed the allowance, would be $60,000.

12. The Remuneration Authority indicates it is in discussion with the Inland Revenue Department about how the allowance will be treated for tax purposes (as income or as an expense reimbursement). It is possible it will be taxed at source (that is by the council) prior to payment.

13. Payment of the allowance under the proposed conditions requires evidence of the expense incurred. This is supported.

14. The allowance cannot be paid to family members. This is supported.

15. The proposed conditions state that a local authority may pay the childcare allowance as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business. This wording may be too wide. Consider a member who has regularly arranged childcare, irrespective of undertaking council duties, deciding to spend two hours preparing for the next council meeting while the children happen to be in childcare. The member would be “engaged on local authority business” and could claim the childcare cost of those two hours.

16. Staff researched conditions around payment by other councils in other jurisdictions. One council simply paid the full cost of child care. Another specified the meetings and events that could be claimed. Staff believe the intent of the provision is to make a contribution toward the cost of child care where that is necessary in order for the member to undertake council duties, such as attend meetings. The wording should indicate more clearly that the payment is for childcare costs that are necessary in order for the member to undertake council duties and are not simply childcare costs that are incurred at the same time the member is undertaking council duties and would have been incurred anyway, if the member was not attending to council duties.

17. Other conditions are:

   (i) the child is under 14 years

   (ii) payment cannot be greater than $15 per hour and cannot be greater than the actual expense

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*http://www.lgnz.co.nz/assets/e41e5fb07f/Elected-Members-Profile-Report-FINAL.pdf*
(iii) childcare cannot be for more than 8 hours in any 24 hour period.
These are supported.

18. Staff recommend that the council supports the proposed policy with the comment, outlined above, that the purpose should more clearly reflect that the expense is a necessary expense in order for the member to attend to duties.

19. Staff also note that the council itself will decide its own provisions to include in its expenses policy, within the framework set by the authority.

20. Members can provide individual comments to the Remuneration Authority if they wish, by 31 May 2019.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views
21. The Remuneration Authority’s policy applies only to elected members and does not impact the group.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe Local impacts and local board views
22. The policy affects all elected members, including local board members.

Tauākī whakaaweawe Māori Māori impact statement
23. The Remuneration Authority’s policy may assist those in the Māori community who are potential candidates for election but are deterred by the costs of childcare.

Ngā ritenga ā-pūtea Financial implications
24. There will be financial implications. As noted in the body of the report, the additional cost is likely to be less than $60,000 and will impact the cost centre for elected members’ remuneration.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations
25. There is a small risk of the provision being abused (false claims submitted). The requirement for evidence of the amount paid will mitigate this risk.

Ngā koringa ā-muri Next steps
26. This report is being presented to local boards for their feedback. It is also being circulated to Governing Body members for their feedback. The draft submission will be amended if there is a clear majority position in favour of an amendment.

Ngā tāpirihanga Attachments

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</table>
### Ngā kaihaina

**Signatories**

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<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>Author</td>
<td>Warwick McNaughton - Principal Advisor - Democracy Services</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Marguerite Delbet - General Manager Democracy Services</td>
</tr>
<tr>
<td></td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager</td>
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Policy Paper

Childcare Allowance for Elected Members of Local Government

April 2019
Executive Summary

1. Over the past few years, the Remuneration Authority has received submissions from councils, groups of elected members and individuals requesting that there be an allowance for childcare for elected members in local government while they attend to local authority business. There were concerns that a lack of financial support for childcare created a barrier for people, in particular women, to enter into elected positions in local government. Research shows that a number of councils in similar jurisdictions (Australia and the United Kingdom) provide their elected members with allowances to cover costs associated with child and dependent care whilst the elected member is on council business. The Authority has decided to provide for councils to pay a childcare allowance if they wish. This paper contains details of the proposed policy as well as some background information.

Background

2. Under Schedule 7, Section 6 of the Local Government Act 2002, the Authority must determine the remuneration, allowances, and expenses payable to all elected members of local authorities. At present, the Authority determines allowances for vehicle mileage, travel time and communications. Each individual council considers its approach to the expenses and allowances and writes its own policies within the upper limits set by the Authority.

3. In its major review of local government remuneration in 2016-2019, the Authority received numerous comments on the difficulties of being in local government, in particular for mothers, due to the lack of financial support for childcare.

4. Of particular note was a submission from the Young Elected Members (YEM) Network. The YEM Network is an informal group comprising local government elected members aged under 40 years. This included representatives on city, district, regional and unitary councils, as well as on community boards and Auckland local boards. The submission said that its members struggle with balancing the challenges of local government commitments and raising children. Their main concern was that because council commitments are not structured or fixed, parents are forced to pay for full-time care or take the risk of being unable to obtain childcare when they require it. The YEMs called on the Authority to “break down the barrier” for younger people wanting to enter into local government. They believe that if childcare were claimable expense it will make serving in local government a realistic option for parents who are currently prevented from considering the role because of the costs of childcare. The YEMs also believe that failing to do so would see the sector continuing to miss out on the ideas, talent, skills, insights, contacts and passion that young parents could bring to local government.

5. In its information paper following the consultation, the Authority said “another issue that appears to be of growing concern in local government is that caring for dependents may limit options for some people, particularly younger women who may have child care responsibilities. This is seen by many as a barrier to participation. The Authority is looking at the carer issue and
will make a decision prior to the 2019 election. We need to point out, however, that were we to approve councils providing reimbursement for carers, it would be up to each individual council to implement such a decision, as it is with all the allowances and reimbursements included in our local government determinations”.

Dependent care

6. The Authority considered the issue of dependent care allowances. This broadened the scope of any potential allowances and after careful consideration the Authority decided that at this stage it would not take any further the issue of allowances for dependent care outside of child care. Allowances for dependent care raised complex issues that would have taken considerably more time in researching and which we felt would need to be the subject of an extended consultation. Also, and perhaps more importantly at this stage, the issue of a childcare allowance as a mechanism for encouraging more and younger women to enter local government politics was the main driver for this review and was cited more frequently than a general dependent care allowance in responses to our previous consultation. Many responses cited issues around childcare as a significant barrier to diversity on councils.

Childcare

7. In considering the issue of childcare the Authority looked at similar schemes in other jurisdictions and also at the current law around and financial provision of childcare and childcare allowances in New Zealand.

8. In New Zealand, from the age of 14 years, children are allowed to be left alone. They are also legally allowed to babysit other children from the age of 14 years.

9. The cost of childcare and subsidies vary from centre to centre and are not regulated. The cost of care also depends on the type of care.

<table>
<thead>
<tr>
<th>Care Type</th>
<th>Average Cost per Hour (source: Huggies.co.nz)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nanny</td>
<td>$18</td>
</tr>
<tr>
<td>Long Day Care</td>
<td>$6</td>
</tr>
<tr>
<td>Home Based Care</td>
<td>$7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location</th>
<th>Average Cost per Hour for Nannies in the location (source: Care.com)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auckland</td>
<td>$17.71</td>
</tr>
<tr>
<td>Wellington</td>
<td>$16.71</td>
</tr>
<tr>
<td>Christchurch</td>
<td>$16.20</td>
</tr>
<tr>
<td>Napier</td>
<td>$15.38</td>
</tr>
<tr>
<td>Te Kuiti</td>
<td>$13.57</td>
</tr>
</tbody>
</table>

10. Work and Income provide a Childcare Subsidy that helps families with the cost of pre-school childcare. To be eligible for the subsidy, a person must be the main carer of the dependent
child, a NZ citizen or permanent resident, and their family is on a low or middle income. The child must be under 5 years of age.

11. The subsidy payment is dependent on number of children and gross weekly income, however the maximum amount payable is $5.13 per hour, per child ($256.50 per week, per child for 50 hours).

12. The 20 Hour ECE subsidy was introduced in 2007 to reduce cost barriers in order to allow more children to participate in ECE. Under this subsidy, the government fully funds ECE for up to 6 hours a day and 20 hours per week for eligible children. It is not compulsory for childcare facilities to offer subsidy.

13. Children aged 3, 4 and 5 years old are eligible to the 20 Hours ECE if the facility offers it. This subsidy is regardless of family income, immigration status or any other reason.

Other jurisdictions

14. The following overseas council policies were analysed to look for comparisons and options:
   a. Australia
      i. City of Belmont, WA
      ii. District Council of Robe, SA
      iii. City of Burnside, SA
   b. United Kingdom
      i. Lambeth Council, London
      ii. Bracknell Forest Borough Council, London
      iii. Malvern Hills District Council
      iv. Middlesbrough
      v. Scotland
   c. Ireland
      i. Newry, Mourne and Down Council

15. The main themes that arose from these policy documents were:
   a. Provisions of allowances and/or reimbursements for dependant care whilst councillors attended meetings of council, committees, or other council business
   b. Costs covered actual and reasonable costs
   c. Children aged 15 years or younger
   d. Carers must not ordinarily reside with the councillors and must not be an immediate member of the family
   e. Carers must be registered, either with the councils or to a recognised professional facility
   f. It is up to the discretion of the council as to whether allowances are incorporated into their policy documents
Tax Consequences

16. We have sought advice from Inland Revenue on whether there are any tax consequences associated with the introduction of a childcare allowance. Inland Revenue are currently considering whether the proposed childcare allowance is tax-free or not. Childcare costs are usually seen as private or of a domestic nature and the proposed allowance could be taxable at source, if the allowance is viewed as employment income. Our view is that the proposed allowance is no different to the other allowances currently provided to local government elected members - that is, the childcare allowance is a contribution towards the expenses incurred by a member for childcare provided while the member is engaged on local authority business. We hope to receive Inland Revenue’s advice towards the end of April.

Proposed Approach

17. The Remuneration Authority is proposing that the following be inserted in the next Local Government Determination:

x. Childcare allowance

(1) A local authority may pay a childcare allowance, in accordance with subclauses (2) and (3), to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.

(2) A member is eligible to be paid a childcare allowance in respect of childcare provided for a child only if:

(a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis), and

(b) the child is aged under 14 years of age; and

(c) the childcare is provided by a person who-

(i) is not a family member of the member; and

(ii) does not ordinarily reside with the member; and

(d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.

(3) A local authority may not make childcare allowance payments to a member-

(a) at a rate greater than $15 per hour; or

(b) that exceed the amount that the member paid to the childcare provider; or
(c) in respect of childcare provided for more than 8 hours in any 24-hour period;

or

(d) that total more than $6,000 per annum.

(4) In this regulation, **family member of the member** means-

(a) a spouse, civil union partner, or de facto partner;

(b) a relative, that is, another person connected with the person within 2 degrees of a relationship, whether by blood relationship or by adoption.
Appendix A – Work and Income Childcare Subsidy

Extract from Work and Income Website: https://www.workandincome.gov.nz/products/a-z-benefits/childcare-subsidy.html

Who can get it:

You may get a Childcare Subsidy if:

- you're the main carer of a dependent child
- you're a New Zealand citizen or permanent resident
- your family is on a low or middle income.

You should also normally live in New Zealand and intend to stay here.

It also depends on how much you and your partner earn.

The child must be:

- aged either:
  - under 5, or
  - over 5 if the school has advised they can't start until the beginning of the term straight after their 5th birthday, or
  - under 6 if you get a Child Disability Allowance for them
- attending an approved early childhood programme for 3 or more hours a week.

Approved programmes include early childhood education and care services, eg:

- kindergartens and preschools
- childcare centres and creches
- playcentres and playgroups
- Kohanga Reo, Punanga Reo, Aoga and other programmes with a language and culture focus
- approved home-based care.
Childcare Subsidy (current)

Below are the Childcare Subsidy income thresholds and maximum rates at 1 April 2018.

<table>
<thead>
<tr>
<th>Number of children</th>
<th>Gross weekly income</th>
<th>Childcare Subsidy (per hour, per child)</th>
<th>Childcare Subsidy (per week, per child for 50 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Less than $800.00</td>
<td>$5.13</td>
<td>$256.50</td>
</tr>
<tr>
<td></td>
<td>$800.00 to $1,199.99</td>
<td>$4.09</td>
<td>$204.50</td>
</tr>
<tr>
<td></td>
<td>$1,200.00 to $1,299.99</td>
<td>$2.86</td>
<td>$143.00</td>
</tr>
<tr>
<td></td>
<td>$1,300.00 to $1,399.99</td>
<td>$1.59</td>
<td>$79.50</td>
</tr>
<tr>
<td></td>
<td>$1,400.00 or more</td>
<td>nil</td>
<td>nil</td>
</tr>
<tr>
<td>2</td>
<td>Less than $920.00</td>
<td>$5.13</td>
<td>$256.50</td>
</tr>
<tr>
<td></td>
<td>$920.00 to $1,379.99</td>
<td>$4.09</td>
<td>$204.50</td>
</tr>
<tr>
<td></td>
<td>$1,380.00 to $1,489.99</td>
<td>$2.86</td>
<td>$143.00</td>
</tr>
<tr>
<td></td>
<td>$1,490.00 to $1,599.99</td>
<td>$1.59</td>
<td>$79.50</td>
</tr>
<tr>
<td></td>
<td>$1,600.00 or more</td>
<td>nil</td>
<td>nil</td>
</tr>
<tr>
<td>3 or more</td>
<td>Less than $1,030.00</td>
<td>$5.13</td>
<td>$256.50</td>
</tr>
<tr>
<td></td>
<td>$1,030.00 to $1,539.99</td>
<td>$4.09</td>
<td>$204.50</td>
</tr>
<tr>
<td></td>
<td>$1,540.00 to $1,669.99</td>
<td>$2.86</td>
<td>$143.00</td>
</tr>
<tr>
<td></td>
<td>$1,670.00 to $1,799.99</td>
<td>$1.59</td>
<td>$79.50</td>
</tr>
<tr>
<td></td>
<td>$1,800.00 or more</td>
<td>nil</td>
<td>nil</td>
</tr>
</tbody>
</table>
Auckland Council supports the Remuneration Authority in addressing this issue which has been raised by members of other councils through submissions to the Authority. The costs of childcare can be a barrier to people with families considering becoming candidates for local government elections. The council commends the authority for recognising such barriers and for acknowledging the need to address them.

The council’s view is that the proposed conditions to be placed in the authority’s determination are reasonable. It is concerned though that the description of the purpose of the allowance is too wide. The proposed wording is:

A local authority may pay a childcare allowance, in accordance with subclauses (2) and (3), to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.

The phrase “childcare provided while the member is engaged on local authority business” could include childcare that is incidental at the time the member is engaged on local authority. For example, a member may arrange childcare on a regular basis, irrespective of undertaking council duties, and on a particular occasion attends to council business papers while the children are at childcare. There could be uncertainty about whether this is claimable. The council understands that the purpose of the allowance is as a contribution towards the cost of childcare where this is an expense of undertaking council business and suggests that the wording should capture this sense of necessary expense in order to undertake council business.
Auckland Transport May 2019 update to the Howick Local Board

File No.: CP2019/07354

Te take mō te pūrongo
Purpose of the report
1. To provide an update to the Howick Local Board on transport related matters in their area, including the Local Board Transport Capital Fund (LBTCF).

Whakarāpopototanga matua
Executive summary
2. A decision is not required this month but the report contains information about the following:
   • The wider ‘context’ involving a summary of the strategic projects or issues effecting the Howick area
   • An update on the Local Board Transport Capital Fund (LBTCF)
   • Progress on local board advocacy initiatives
   • A summary of consultation about future Auckland Transport activities is included as an attachment.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:

a) receive the Auckland Transport May 2019 update report.

Horopaki
Context
3. Auckland Transport is responsible for all of Auckland’s transport services, excluding state highways. Auckland Transport reports on a monthly basis to local boards, as set out in the Local Board Engagement Plan. This monthly reporting commitment acknowledges the important engagement role local boards play within and on behalf of their local communities.

4. Auckland Transport continues to deliver a number of strategic projects in Howick, discussed below.

Road Safety and Speed Management
5. In 2018 the New Zealand Government committed to deliver a new road safety strategy in the Government Policy Statement on Land Transport, Auckland Transport has been focussed on supporting a Vision Zero approach to traffic safety.

6. The reason for this change is to address an increasing problem in Auckland, road safety (including in Howick) has deteriorated over the last five years. The reasons why include population growth, new demands on the road network, and more people walking, cycling and motorcycling. Auckland Council, central government and Auckland Transport are keen to address this situation and have a work programme that includes:
Item 15

- Reviewing speed limits across the city and using the Speed Bylaw to reduce limits in high-risk areas
- Investing approximately $500 million over the next ten years building more traffic-calming infrastructure around the city
- Adjusting the focus of the Auckland Transport’s work to include more emphasis on safety generally.

7. The first major step is establishing a new Speed Bylaw that will consolidate speed limit changes on some streets in Howick. This will slow traffic down in high-risk areas.

8. Over time communities will also see an increase in speed humps and other traffic calming devices designed to slow down speeding vehicles. Some will be built in areas identified by local boards using their Community Safety Funds.

9. When submissions about the bylaw changes closed on 31 March, Auckland Transport had received 11,007 submissions. The Howick Local Board made a written submission. Auckland Transport is considering the information gathered during the consultation period.

10. The plan is that by June 2019 decisions can be made by Auckland Transport about the changes made in the Speed Bylaw.

Airport to Botany Rapid Transport Network (RTN)

11. New Zealand Transport Agency, Auckland Airport and Auckland Transport are working together to plan and build a bus or light rail link between Auckland Airport and Botany. This project will help deliver Auckland Transport’s public transport strategy, providing an east-west RTN that links Auckland Airport with Botany via Manukau.

12. The project also includes early improvements projects, including the new Puhinui Interchange.

13. Auckland Transport spent November and December 2018 discussing the project with the community. The information received has been reviewed and consolidated into the plan. The project team briefed the Howick Local Board about the results on 16 April 2019.

14. The aim is that by June 2019 the project team can discuss the project with Auckland Transport’s Board providing them with information from the consultation process and design process to consider then confirm the project direction. When this is finished the project team will come return to the effected local boards and provide more information including confirmation of preferred routes.

AMETI - Eastern Busway

15. AMETI – Eastern Busway is a $1.4 billion project to build New Zealand’s first urban busway providing congestion free ‘bus only’ lanes for commuters from Panmure to Botany.

16. The construction contract for the first part of the project, from Panmure to Pakuranga, was signed in January 2019 and construction work started with a ‘ground-breaking’ ceremony on 12 April 2019.
17. Over the Easter/ANZAC holiday period, Auckland Transport began construction on the Eastern Busway using the holiday period to get some of the more disruptive work completed while there was less traffic on the road.

18. In a ten-day window, contractors completed the initial work required to move underground utilities out of the way for construction of a new signalised crossing near Panmure and carefully removed the iconic Panmure Sign. It will be placed in storage and eventually, after consultation returned to a new location. The following statistics provide an insight into the scale of work completed:

- 1500m³ of earth removed from the roundabout, equivalent to 250 truckloads
- 750m³ of aggregate imported, the same as 52 truck and trailer loads
- 100m of new storm water network
- 400m of services including water mains, gas, communication & power lines
- The removal of 100m³ of solid basalt rock.

19. Auckland Transport also installed a crash barrier outside 90 Pakuranaga Road, near the Pakuranaga / Ti Rakau intersection. Recent elected member advocacy had highlighted an issue with safety at this site. Although the AMETI-Eastern Busway project will re-model the Pakuranaga / Ti Rakau intersection making it safer, Auckland Transport installed temporary crash barriers to reduce risk.
20. Plans to reduce traffic through the construction area continue to progress. In April a new express bus service between Howick and Panmure started and is being well patronised already. The plan to install a temporary park and ride at Lloyd Elsmore Park and T2 lanes on Pakuranga Road continues to progress. The next step is Auckland Council issuing consent to use Lloyd Elsmore Park. Auckland Transport expects the park and ride and T2 lanes to be in service in June. When a confirmed date is available it will be well publicised.

21. In May Auckland Transport expects to start the following work:
   - A retaining wall construction on Lagoon Drive
   - A retaining wall near the Panmure Roundabout
   - There will be more work around the Panmure Roundabout including some night work
   - Earthworks and storm water work on Pakuranga Road between Kerswill Place and Williams Ave.

Tātaritanga me ngā tohutohu
Analysis and advice

Community Safety Fund

22. Established, in the 2018 Regional Land Transport Plan, the Community Safety Fund sees $20 million dispensed across all 21 local boards for road safety initiatives.

23. A local board’s share of the fund is based on a formula that assesses the number of deaths and serious injuries in that area. The Howick Local Board’s budget is $985,896.

24. The Community Safety Fund is a capital budget designed to deliver projects raised by the local board that will help to prevent, control or mitigate identified local safety hazards. Individual projects must cost less than $1 million, be best practice, not be already funded, and conform to Auckland Transport standards. Nor will projects containing unconventional or unproven components such as new trials or pilot projects.

25. On 16 April 2019 Auckland Transport workshoped with the Howick Local Board and provided advice regarding possible projects. The local board has asked that Auckland Transport investigate the following projects recommended by Auckland Transport:
   - Stanniland Street Pedestrian Refuge - Installing a refuge island outside the retirement village to the south of Park Avenue
   - Selwyn Road pedestrian Improvements - Improve pedestrian facilities at the Selwyn / Picton Road roundabout
   - Fordyce Avenue / Suzetta Place / Stansfield Place Intersection Improvement - Modify the intersection to prevent dangerous U-turns.

26. The local board also has two projects that are currently being investigated for delivery using the LBTCF. The board has asked Auckland Transport to consider whether these projects can be delivered using the Community Safety Fund instead of the LBTCF.
   - Botany Downs Secondary College Crossing Point – Improving the crossing facilities for student of Botany Downs Secondary College who need to cross Chapel Road
   - Flatbush School Road Temporary Pedestrian Bridge – Building a temporary bridge over the Flat Bush Culvert (on Flatbush School Road) allowing pedestrians to cross the culvert more safely.

27. Auckland Transport is currently assessing all of these projects. At the time this report was written there was no information available but the process for decision-making will be:
• Auckland Transport responds with estimated costs and in the case of the Flatbush School Road Temporary Pedestrian Bridge project or, whether or not it can be funded from the Community Safety Fund

• The Howick Local Board decides which projects it wishes to use the Community Safety Fund to deliver by June 2019

• Auckland Transport develops a regional work programme for delivery of all Community Safety Fund projects over the next two financial years and reports back to local boards.

Local Board Transport Capital Fund

28. The LBTCF is a capital budget provided to all local boards by Auckland Council and delivered by Auckland Transport. 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 may be considered if they support a transport outcome).

29. The fund allows local boards to build transport focused local improvements in their areas. Howick Local Board’s total funding in this term is approx. $3.2 million (including new money allocated during Council’s 2018 budget process) and is shown in the ‘Financial Summary’.

30. The following table provides an overall summary of the current LBTCF position, including the increased LBTCF approved by council and applying from 1 March 2018. This summary does not show the $2 million the local board ‘ring-fenced’ or requested is held in reserve. This action is an internal administrative measure and money in this state is shown in formal reporting as ‘available’.

Table 1: Howick LBTCF Financial Summary

<table>
<thead>
<tr>
<th>Howick Local Board Transport Capital Fund Financial Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Funds Available in current political term</td>
</tr>
<tr>
<td>$5,887,373</td>
</tr>
<tr>
<td>Amount committed to date on projects approved for design and/or construction</td>
</tr>
<tr>
<td>$2,706,909</td>
</tr>
<tr>
<td>Remaining Budget left</td>
</tr>
<tr>
<td>$3,180,464</td>
</tr>
</tbody>
</table>

31. The projects that the board are working on including an outline of decisions made on 19 February 2018 are summarised in the table below:

Table 2: Local Board Transport Capital Fund Projects

<table>
<thead>
<tr>
<th>General Overview</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project</td>
</tr>
<tr>
<td>Half Moon Bay Ferry Pier and Bus Turnaround</td>
</tr>
<tr>
<td>Howick Village Centre Plan</td>
</tr>
</tbody>
</table>
### Cascades Walkway
Building a footpath on Cascades Road that will provide access under the bridge on the western edge of the golf course to the walking track that follows the stream.

### Aviemore Drive Pathway
Building a walking and cycling pathway in reserve land running parallel with Aviemore Stream.
Auckland Council leading planning and development of a cost estimate.

### Footpath on The Parade
Raising the height of the footpath in the section ‘The Parade’ roughly opposite Numbers 15-19, to improve pedestrian amenity and to help prevent inundation during storms.
Auckland Council leading planning and development of a cost estimate.

### Botany Downs Secondary College Crossing
Improving the ability for Botany Downs Secondary School pupils to cross Chapel Road.

### Te Uho o Te Nikau School
Improving pedestrian access to the new school on Flatbush School Road.

### Pakuranaga Road Safety Fence
Completed

### Notes:
A ‘traffic light’ code is used to summarise the status of projects. The colours are used as follows:

- **Green** – Project progressing ‘on time’ and on budget.
- **Orange** – An issue has been identified that may need to be resolved.
- **Red** - A major issue has been identified that needs to be resolved.

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**Detailed Project Progress Report**

**Half Moon Bay Ferry Terminal**  Completed.

**Howick Village Centre Plan**
Council has appointed a project manager and Auckland Transport representatives had an initial meeting with them in late December 2018. In March 2019, the Howick Local Board asked Auckland Transport to ‘ring fence’ $1 million dollars of their LBTCF as a reserve for future delivery of the project. In April 2019, Auckland Transport officers met with the project managers and discussed the considerations for use of the LBTCF. The project managers are workshoping with the local board and when they have a clear picture of possible projects for investigation will share this with Auckland Transport.

**Cascades Walkway**
This project’s cost increased unexpectedly. Auckland Transport reported this to the local board and said that it would pay for the tender process to be completed then decide if it would cover the extra cost.

Last month Auckland Transport reported that it would cover the increase.

This month Auckland Transport can report that work has started. Construction is expected to take about 60 days.

**Aviemore Drive Pathway**
In March 2019, the Howick Local Board decided that this project should be completed as
part of the Howick Walking and Cycling Pathways Plan. It is now being led by Auckland Council and will be removed from this table next month.

**Footpath on The Parade**
In March 2019, the Howick Local Board decided that this project should be led by Auckland Council. It is now being led by Auckland Council and will be removed from this table next month.

**Botany Downs Secondary College Crossing**
This project is progressing well. Auckland Transport engineers have visited the school and discussed the problems with the staff and this information has been shared with the project managers of the Community Safety Fund.
Auckland Transport will report regarding whether or not this project qualifies for use of the Community Safety Fund. The aim being that at the June business meeting the local board can decide to; either
- Use the Community Safety Fund to deliver a project; or
- Use the LBTCF; or
- Not deliver the project.

**Te Uho o Te Nikau School**
In March 2019, Howick Local Board has asked Auckland Transport to commit $1,000,000 of their LBTCF as a reserve for future delivery of the project.
The local board's intent is to investigate use of the Regional Community Safety Fund in June 2019 and hold $1,000,000 in reserve in case this does not produce results.
Auckland Transport engineers have discussed this problem previously and this information has been shared with the project managers of the Community Safety Fund.
Auckland Transport will report regarding whether or not a temporary bridge can be built using the Community Safety Fund. Building a permanent bridge is too large a project for the Community Safety Fund. The aim is that at the June business meeting the local board can decide to; either
- Use the Community Safety Fund to deliver a temporary bridge; or
- Use the LBTCF to deliver a temporary or permanent bridge; or
- Not deliver the project.

**Pakuranaga Road Safety Fence**
After advocacy from local elected members, a temporary solution was found for this problem. The AMETI-Eastern Busway project will re-model the intersection within two years and until then Auckland Transport will provide a temporary safety barrier.

**Local board advocacy**
32. The following table is summary of Howick Local Boards Advocacy Initiatives and progress on them.

**Table 3: Howick Advocacy Initiative Summary**

<table>
<thead>
<tr>
<th>Advocacy Initiative</th>
<th>Key Initiative</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Item 15

A well-integrated efficient public transportation system

Advocate to Auckland Transport to maintain and upgrade existing transportation systems, including improving safety at congestion hot spots.

Since the last report Auckland Transport has supported this ‘Key Initiative’ by:
- Howick Local Board advocacy led to an express bus service that is now in operation between Panmure and Howick.
- Stage One of the AMETI – Eastern Busway is planned to start this month.
- A temporary safety barrier has been installed at the Pakuranaga Road / Ti Rakau Drive Intersection after local elected members advocated for one.

Well designed and quality development in Howick

Continue to partner with Auckland Transport to develop the Half Moon Bay area as a transport hub.

Auckland Transport continues to develop its ferry strategy.

Continue to develop integrated planning solutions which co-ordinate the planning, design and management of public spaces.

In April 2019, Auckland Transport officers met with the Council appointed project managers for this project.

Parks and open spaces allow for a wide variety of recreational activities.

Continue to extend existing walkways and cycle ways, including informative signage.

The Howick Walking and Cycling Pathway Plan is complete and Auckland Transport is working with Auckland Council to help support delivery.

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

33. No impacts form this month’s report.

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

Auckland Transport consultations

34. Over the last reporting period, Auckland Transport invited the local board to provide feedback on one proposal that is included in Attachment A.

Traffic Control Committee resolutions

35. This section records Traffic Control Committee (TCC) decisions but in this reporting period there are no TCC resolutions are recorded for Howick.

Tauākī whakaaweawe Māori Māori impact statement

36. In this reporting period no projects required iwi liaison.

Ngā ritenga ā-pūtea Financial implications

37. The status of the LBTCF is still the most significant financial implication this month because there is a significant amount of money in this fund. Approximately $3.2 million is not committed to projects that will be delivered.
38. Previously, the local board decided to ‘ring fence’ $2 million in reserve for projects that the members know will not be delivered this term. The implication of this decision is that the Howick Local Board has $1.2 million available for allocation to projects. It should still be noted that at the end of this term the board will have significantly underdelivered in its potential use of the LBTCF.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

39. The proposed decision to receive the report has no risks. Auckland Transport has risk management strategies in place for all of its projects.

40. Previous reports have highlighted the risks associated with the large amount of LBTCF (approximately $3.2 million) still unallocated. Auckland Transport has suggested that the board consider steps to mitigate the risk of money being spent without due consideration, including a ‘freeze’ on use of the fund and the commitment of $2 million to reserve status does reduce the amount of unallocated LBTCF to approximately $1.2 million.

**Ngā koringa ā-muri**

**Next steps**

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

**Ngā tāpirihanga**

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Summary of Consultation Information Sent to the Howick Local Board in April/May 2019</td>
<td>41</td>
</tr>
</tbody>
</table>

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Ben Stallworthy – 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>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
Summary of Consultation Information Sent to the Howick Local Board in April/May 2019

<table>
<thead>
<tr>
<th>Project</th>
<th>Description of Proposal</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Bus Shelter 348</td>
<td></td>
<td>7 May 2019</td>
</tr>
<tr>
<td>Pakuranga Road</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

attachment A
Te take mō te pūrongo
Purpose of the report
1. To fund, part-fund or decline applications received for Howick Local Grants Round Three and Multiboard Grants Round Two 2018/2019.

Whakarāpopototanga matua
Executive summary
2. This report presents applications received for Howick Local Grants Round Three 2018/2019 (Attachment B) and Multiboard Grants Round Two 2018/2019 (Attachment C).
4. The Howick Local Board has set a total community grants budget of $395,000 for the 2018/2019 financial year. A total of $231,694 was allocated to Local Grants Round One, $48,501 was allocated to Local Grants Round Two and $38,500 was allocated to Quick Response Round One. Uxbridge Arts and Culture Trust (QR1907-119) refunded $1,500 as they were unable to deliver the Whare Tapere project. Shiloh Creative Life Centre (QR1907-125) refunded $500 as they were unable to deliver their “Back to Basics” project. Therefore, a total of $2,000 was added back into the 2018/2019 grants budget. This leaves a remaining balance of $78,305 to be allocated between local grants round three and quick response round two.
5. In addition, there is a further $26,700 underspend in the arts, community and events (ACE) budget from the Community Safety Initiatives, Healthy Howick Concept Plan and Event Partnership Fund project budgets that can be reallocated to increase the community grants budget. This would provide a total budget of $105,005 for local grants round three and quick response round two.
6. Forty-five applications were received for Local Grants Round Three 2018/2019, and 11 applications were received for Multiboard Grants Round Two 2018/2019, requesting a total of $1,313,836.06.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:
a) agree to reallocate $7,700 from the Community Safety Initiatives, $15,000 from the Healthy Howick Concept Plan and $4,000 from the Event Partnership Fund project budgets to the community grants budget.
b) agree to fund, part-fund, decline or defer the decision on each application received in Howick Local Grants Round Three 2018/2019 listed in Table One.

Table One: in Howick Local Grants Round Three 2018/2019

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Organisation</th>
<th>Main focus</th>
<th>Requesting funding for</th>
<th>Amount requested</th>
<th>Eligibility</th>
</tr>
</thead>
</table>

Howick Local Grants Round Three and Multiboard Grants Round Two 2018/2019 grant allocations  Page 43
<table>
<thead>
<tr>
<th>Item 16</th>
<th>Code</th>
<th>Description</th>
<th>Category</th>
<th>Purpose</th>
<th>Amount</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>LG1907-336</td>
<td>Eastern Stars Band Incorporated</td>
<td>Arts and culture</td>
<td>Towards the cost of sheet music, tutors, and transportation to major events for the youth band.</td>
<td>$17,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-337</td>
<td>Russian Youth Cultural Centre</td>
<td>Arts and culture</td>
<td>Towards the venue hire, costume and theatrical property hire, advertising and volunteer costs to deliver a theatre production.</td>
<td>$7,077.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-341</td>
<td>David Riley</td>
<td>Arts and culture</td>
<td>Towards the cost of printing copies of the book, &quot;Yvette Williams - Leaping into History.&quot;</td>
<td>$3,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-353</td>
<td>Manukau Orchestral Society Incorporated</td>
<td>Arts and culture</td>
<td>Towards the &quot;Players as Mentors&quot; programme.</td>
<td>$6,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-302</td>
<td>Auckland Seniors Support and Caring Group Incorporated</td>
<td>Community</td>
<td>Towards the venue hire at Pakuranga Community Hall, costume hire, table tennis fee, the purchase of two speakers and shipping costs.</td>
<td>$10,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-304</td>
<td>Asthma New Zealand Incorporated</td>
<td>Community</td>
<td>Towards the wages of three asthma nurse educators.</td>
<td>$5,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-305</td>
<td>CrossNet Incorporated</td>
<td>Community</td>
<td>Towards transportation costs and venue hire to run a senior programme.</td>
<td>$5,900.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-307</td>
<td>Rainbow Celebrating Life Trust</td>
<td>Community</td>
<td>Towards the venue hire, dance choreographer fees, advertising and</td>
<td>$3,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>Organisation</td>
<td>Community</td>
<td>Description</td>
<td>Amount</td>
<td>Eligibility</td>
<td></td>
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</tr>
<tr>
<td>LG1907-308</td>
<td>The GeneNow Financial Literacy Trust</td>
<td>Community</td>
<td>Towards the insurance to run a dance fitness series.</td>
<td>$3,045.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-310</td>
<td>Howick Baptist Healthcare Limited</td>
<td>Community</td>
<td>Towards the costs to deliver six events in conjunction with the launch of “Virtual Village Howick.”</td>
<td>$50,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-315</td>
<td>Bhartiya Samaj Charitable Trust</td>
<td>Community</td>
<td>Towards the cost of running an elderly support programme, including venue and bus hire, festival celebrations and recreational activities.</td>
<td>$6,020.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-320</td>
<td>Kids Safe With Dogs Charitable Trust</td>
<td>Community</td>
<td>Towards instructor wages, administration and printing of activity booklets for schools in Howick.</td>
<td>$8,575.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-321</td>
<td>Sunnyhills Primary School</td>
<td>Community</td>
<td>Towards the materials and labour costs of constructing a driveway for access to a bike storage container.</td>
<td>$20,200.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-323</td>
<td>No. 40 (Howick) Squadron ATC Trust</td>
<td>Community</td>
<td>Towards the purchase of bush craft equipment.</td>
<td>$4,635.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>Item Number</td>
<td>Name</td>
<td>Description</td>
<td>Amount</td>
<td>Eligibility</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>LG1907-324</td>
<td>Communicare Auckland Incorporated</td>
<td>Towards the weekly venue hire at Te Tuhi.</td>
<td>$3,085.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>LG1907-325</td>
<td>New Zealand Centre for Gifted Education Limited</td>
<td>Towards subsidies for children to access the MindPlus programme.</td>
<td>$5,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>LG1907-334</td>
<td>Life Education Trust Counties Manukau</td>
<td>Towards the overall costs to deliver a health and well-bring programme to schools in the Howick area.</td>
<td>$22,274.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>LG1907-335</td>
<td>CrossNet Incorporated</td>
<td>Towards the project leader, school community worker and school community worker supervisor salaries for a youth resilience programme.</td>
<td>$29,825.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>LG1907-343</td>
<td>Pakuranga Heights School</td>
<td>Towards the installation of a canopy shade structure.</td>
<td>$100,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>LG1907-344</td>
<td>Dance Therapy NZ</td>
<td>Towards venue hire, marketing, programme facilitation, equipment, coordination and administration costs for the “STARS Pakuranga” programme.</td>
<td>$8,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item 16</td>
<td>LG1907-349</td>
<td>Howick Sea Scout Group under the umbrella of The Scout Association of New Zealand</td>
<td>Towards the costs to obtain building consent for the construction of a storage shed.</td>
<td>$3,500.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item</td>
<td>Grant Code</td>
<td>Organisation</td>
<td>Purpose</td>
<td>Amount</td>
<td>Eligibility</td>
<td></td>
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<tr>
<td>LG1907-351</td>
<td>Young Life New Zealand Trust</td>
<td>Community</td>
<td>Towards the youth worker wages to deliver a nine-week youth development programme.</td>
<td>$6,750.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-352</td>
<td>Action Education Incorporated</td>
<td>Community</td>
<td>Towards the facilitator fees, administration and resources to deliver 15 spoken word poetry workshops at schools in the local board area.</td>
<td>$3,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-354</td>
<td>Youthline Auckland Charitable Trust</td>
<td>Community</td>
<td>Towards the overall costs to train, manage and supervise the volunteer counsellors.</td>
<td>$5,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-359</td>
<td>Cession Community Trust</td>
<td>Community</td>
<td>Towards the facilitation fees and advertising costs to deliver a series of four parenting and family seminars.</td>
<td>$3,206.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-360</td>
<td>Young Life New Zealand Trust</td>
<td>Community</td>
<td>Towards the registration, accommodation and travel costs to send 14 people to a three-day youth worker training course.</td>
<td>$8,579.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-361</td>
<td>Cockle Bay Playcentre</td>
<td>Community</td>
<td>Towards the cost to resurface the asphalt as part of the outdoor playground.</td>
<td>$10,365.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-314</td>
<td>Leigh Nicholson under the umbrella of Hanging Gardens</td>
<td>Environment</td>
<td>Towards the eastern beach planting project, including the purchase and labour to plant trees.</td>
<td>$80,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-340</td>
<td>Elm Park School</td>
<td>Environment</td>
<td>Towards three sets of rubbish and recycling bins.</td>
<td>$3,886.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-311</td>
<td>The Howick Childrens Charitable Trust</td>
<td>Events</td>
<td>Towards the overall costs to run the Howick Santa Parade, including traffic management, website build, setup and clean up, advertising, management and entertainment.</td>
<td>$40,198.00</td>
<td>Eligible</td>
<td></td>
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</tr>
<tr>
<td>LG1907-328</td>
<td>Rotary Club of Pakuranga Trust</td>
<td>Events</td>
<td>Towards the overall costs to deliver a community firework display and festival.</td>
<td>$50,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-347</td>
<td>NewHope Community Church Trust</td>
<td>Events</td>
<td>Towards the infrastructure costs needed to deliver a Christmas event.</td>
<td>$55,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-350</td>
<td>Elm Park School</td>
<td>Events</td>
<td>Towards the overall costs to host the annual Koanga Festival.</td>
<td>$4,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-329</td>
<td>Howick and Districts Historical Society Incorporated</td>
<td>Historic Heritage</td>
<td>Towards the costs to repair the building foundations of De Quincey's Cottage and to stabilise the floor of Eckfords House.</td>
<td>$18,800.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LG1907-330</td>
<td>Howick Village Business Association</td>
<td>Historic Heritage</td>
<td>Towards the artist costs, materials and installation of two sculptured carvings.</td>
<td>$12,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-301</td>
<td>Auckland Basketball Services Limited</td>
<td>Sport and recreation</td>
<td>Towards the hall hire for an after-school basketball programme and the fees for coaching in schools.</td>
<td>$10,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>Item Number</td>
<td>Organization Name</td>
<td>Category</td>
<td>Description</td>
<td>Amount</td>
<td>Fund Type</td>
<td></td>
</tr>
<tr>
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<td></td>
</tr>
<tr>
<td>LG1907-303</td>
<td>Auckland Table Tennis Association Incorporated</td>
<td>Sport and recreation</td>
<td>Towards venue hire and wages for coaching in schools.</td>
<td>$7,500.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-316</td>
<td>Special Olympics Howick-Pakuranga</td>
<td>Sport and recreation</td>
<td>Towards the transport costs for athletes to attend regular training and competitions.</td>
<td>$7,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-319</td>
<td>Howick Gymnastic Club Incorporated</td>
<td>Sport and recreation</td>
<td>Towards the coaching costs for recreational and holiday programmes.</td>
<td>$15,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-326</td>
<td>Bucklands Beach Association Football Club</td>
<td>Sport and recreation</td>
<td>Towards turf hire at Macleans College.</td>
<td>$15,300.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-331</td>
<td>O.C. Unleashed Limited</td>
<td>Sport and recreation</td>
<td>Towards the purchase of fitness and sound equipment.</td>
<td>$5,255.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-332</td>
<td>Howick Bowling Club Incorporated</td>
<td>Sport and recreation</td>
<td>Towards the costs to construct canopies over two artificial bowling greens.</td>
<td>$500,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-333</td>
<td>John Walker Find Your Field of Dreams Foundation</td>
<td>Sport and recreation</td>
<td>Towards the costs to deliver water safety courses to secondary schools in Howick.</td>
<td>$18,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-339</td>
<td>Korean Positive Ageing Charitable Trust</td>
<td>Sport and recreation</td>
<td>Towards the court hire fees for weekly badminton classes.</td>
<td>$3,500.00</td>
<td>Eligible</td>
<td></td>
</tr>
<tr>
<td>LG1907-346</td>
<td>Auckland Badminton Association</td>
<td>Sport and recreation</td>
<td>Towards the court hire at Pakuranga College and the purchase of shuttlecocks.</td>
<td>$45,000.00</td>
<td>Eligible</td>
<td></td>
</tr>
</tbody>
</table>

**Total** | | | | **$1,248,475.00** |

c) agree to fund, part-fund or decline each application received in Howick Multiboard Round Two 2018/2019, listed in Table Two.
### Table Two: Howick Multiboard Round Two 2018/2019

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Organisation</th>
<th>Main focus</th>
<th>Requesting funding for</th>
<th>Amount requested</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>MB1819-254</td>
<td>Proudly Asian Theatre Limited</td>
<td>Arts and culture</td>
<td>Towards the costs to deliver the Filipino production, Pinay, including personnel, production and marketing.</td>
<td>$1,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>MB1819-267</td>
<td>Manukau Orchestral Society Incorporated</td>
<td>Arts and culture</td>
<td>Towards the venue hire and multi-media costs for the winter dreams programme.</td>
<td>$4,580.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>MB1819-205</td>
<td>The Reading Revolution</td>
<td>Community</td>
<td>Towards the costs to deliver the &quot;Read to Lead&quot; programme, including the managers salary from July 2019 to July 2020, venue hire (New Lynn Library) and 25 handbooks.</td>
<td>$5,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>MB1819-209</td>
<td>Age Concern Counties Manukau Incorporated</td>
<td>Community</td>
<td>Towards the costs to deliver a counselling service.</td>
<td>$19,350.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>MB1819-213</td>
<td>StarJam Charitable Trust</td>
<td>Community</td>
<td>Towards the costs to deliver a music workshop in Howick, including coordinator wages, tutor fees and venue hire.</td>
<td>$2,200.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>MB1819-221</td>
<td>LifeKidz Trust</td>
<td>Community</td>
<td>Towards the purchase of play equipment and the cost of youth worker wages from 1 July 2019 to 31 January 2020.</td>
<td>$14,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>Item 16</td>
<td>MB1819-260</td>
<td>Children's Autism Foundation</td>
<td>Community</td>
<td>Towards the costs to deliver their outreach services for children with autism and their families, in south and west Auckland.</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>Item 16</td>
<td>MB1819-261</td>
<td>Deaf Wellbeing Society Incorporated</td>
<td>Community</td>
<td>Towards costs for the art and craft drop in community centre, including art and craft supplies, venue hire co-ordinator fees and volunteer expenses from 5 June 2019 to 1 July 2020.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Item 16</td>
<td>MB1819-220</td>
<td>Project Litefoot Trust</td>
<td>Environment</td>
<td>Towards the overall costs of Project Litefoot, including salaries, materials installed at the club, administration costs, travel costs, and promotion.</td>
<td>$3,247.95</td>
</tr>
<tr>
<td>Item 16</td>
<td>MB1819-233</td>
<td>Environmental Education for Resource Sustainability Trust</td>
<td>Environment</td>
<td>Towards the purchase and delivery of 7,433 native trees and to replace 825 classroom recycling bins in schools and preschools participating in the Paper4trees programme across Auckland.</td>
<td>$5,426.25</td>
</tr>
<tr>
<td>Item 16</td>
<td>MB1819-257</td>
<td>The Kids for Kids Charitable Trust</td>
<td>Events</td>
<td>Towards venue hire and production costs for the &quot;Kids for Kids Aotearoa Big Aroha&quot; event in south Auckland.</td>
<td>$6,156.86</td>
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<tr>
<td><strong>Total</strong></td>
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<td></td>
<td></td>
<td></td>
<td><strong>$65,361.06</strong></td>
</tr>
</tbody>
</table>
Horopaki

Context

7. The local board allocates grants to groups and organisations delivering projects, activities and services that benefit Aucklanders and contribute to the vision of being a world class city.

8. The Auckland Council Community Grants Policy supports each local board to adopt a grants programme.

9. The local board grants programme sets out:
   - local board priorities
   - lower priorities for funding
   - exclusions
   - grant types, the number of grant rounds and when these will open and close
   - any additional accountability requirements.

10. The Howick Local Board adopted their grants programme for 2018/2019 (Attachment A) on 16 April 2018 and will operate two quick response and three local grants rounds for this financial year.

11. The community grant programmes have been extensively advertised through the council grants webpage, local board webpages, local board e-newsletters, Facebook pages, council publications, radio, and community networks.

Tātaritanga me ngā tohutohu

Analysis and advice

12. 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. All applications have been assessed utilising the Community Grants Policy and the local board grant programme criteria. The eligibility of each application is identified in the report recommendations.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

Council group impacts and views

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

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

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

Local impacts and local board views

15. Local boards are responsible for the decision-making and allocation of local board community grants. The Howick Local Board is required to fund, part-fund or decline these grant applications against the local board priorities identified in the local board grant programme.

16. The local board is requested to note that section 48 of the Community Grants Policy states “We will also provide feedback to unsuccessful grant applicants about why they have been declined, so they will know what they can do to increase their chances of success next time.”

17. A summary of each application received through Howick Local Grants Round Three 2018/2019 (Attachment B) and Multiboard Grants Round Two (Attachment C) is provided.
Tauākī whakaaweawe Māori
Māori impact statement

18. The local board grants programme aims to respond to Auckland Council’s commitment to improving Māori wellbeing by providing grants to individuals and groups who deliver positive outcomes for Māori. Auckland Council’s Māori Responsiveness Unit has provided input and support towards the development of the community grant processes.

19. Fifteen applicants from Howick Local Grants Round Three and five applicants from Multiboard Grants Round Two indicated that their project targets Māori or Māori outcomes.

Ngā ritenga ā-pūtea
Financial implications

20. The allocation of grants to community groups is within the adopted 2018-2028 Long-Term Plan and 2018/2019 local board agreement.

21. In addition, there is a further $26,700 from the ACE budget that can be reallocated to community grants from the following projects:
   - $7,700 budget saving from the Community Safety Initiatives
   - $15,000 budget saving from the Healthy Howick Concept Plan
   - $4,000 budget saving from the Event Partnership Fund.

22. The Howick Local Board has set a total community grants budget of $395,000 for the 2018/2019 financial year. A total of $231,694 was allocated to Local Grants Round One, $48,501 was allocated to Local Grants Round Two and $38,500 was allocated to Quick Response Round One. Uxbridge Arts and Culture Trust (QR1907-119) refunded $1,500 as they were unable to deliver the Whare Tapere project. Shiloh Creative Life Centre (QR1907-125) refunded $500 as they were unable to deliver their “Back to Basics” project. Therefore, a total of $2,000 was added back into the 2018/2019 grants budget. This leaves a remaining balance of $78,305 to be allocated between local grants round three and quick response round two.

23. Forty-five applications were received for Local Grants Round Three 2018/2019, and 11 applications were received for Multiboard Grants Round Two 2018/2019, requesting a total of $1,313,836.06.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

24. The allocation of grants occurs within the guidelines and criteria of the Community Grants Policy and the local board grants programme. The assessment process has identified a low risk associated with funding the applications in this round.

Ngā koringa ā-muri
Next steps

25. Following the Howick Local Board allocation of funding for Local Grants Round Three and Multiboard Grants Round Two, Commercial and Finance staff will notify the applicants of the local board’s decision and facilitate payment of the grant.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
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<td>Howick Local Board Grants Programme 2018/2019</td>
<td>55</td>
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<td>B</td>
<td>Howick Local Grants Round Three 2018/2019 Grant Applications (Under</td>
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### Item 16

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<tr>
<td>C</td>
<td>Howick Multiboard Grants Round Two 2018/2019 Grant Applications (Under Separate Cover)</td>
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#### Ngā kaihaina Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Makenzie Hirz - Senior Community Grants Advisor</th>
</tr>
</thead>
</table>
| Authorisers | Marion Davies - Grant Operations Manager  
Shane King - Head of Operations Support  
Nina Siers - Relationship Manager |
Howick Local Board - Local Grants Programme 2018/2019
Our Local Grants Programme aims to provide contestable community grants to local communities.

Outcomes sought by the Howick Local Board
Our grants programme will be targeted towards supporting the following outcomes, as outlined in our local board plan:

- Involved and connected communities
- Our future growth is managed effectively
- Valuing our cultural diversity
- A treasured environment
- Our people are active and healthy
- A prosperous local economy

Our priorities sought from grant applications
The Howick Local Board welcomes grant applications that align with the following local board plan priorities:

- People are supported to actively contribute to their community
- Better used facilities and open spaces to meet existing and future growth needs
- Share and celebrate our culture, and grow our arts, culture and music
- Our natural and built environment is well-managed
- Sport and recreational opportunities respond to the needs of our growing communities
- Our area is an attractive tourist destination

Higher priorities:
The Howick Local Board will prioritise applications which:

- Demonstrate smokefree programmes
- Demonstrate zero waste activities
- Are projects with a contribution from the applicant (for example financial, volunteer time, donated goods and services) or alternate funding sources

Lower Priorities:
The Howick Local Board has identified the following as lower priorities:

- Fundraising events or activities, unless the activity or event has a wider community benefit beyond its primary purpose as a fundraiser
- Ongoing operational costs including wages and salaries, with the exception of fees for professional and specialised services
- Catering
- Purchase of gear, assets, and/or equipment with limited future usage
- Gratuities for volunteers e.g. petrol vouchers
Ineligibility

In addition to the eligibility criteria outlined the Community Grants Policy, the Howick Local Board will not fund:

- applicants who have failed to complete or provide a satisfactory accountability form from previous grants

Investment approach

The Howick Local Board has allocated budgets to support the local grants programme as follows:

a) Quick Response Grants
   - Minimum amount per grant: $250
   - Maximum amount per grant: $3,000

b) Local Grants
   - Minimum amount per grant: $3,000

Application dates

Grant rounds for 2018/2019 will be as follows:

**Quick Response 2018/2019**

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<tr>
<th>Grant round</th>
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<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
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<td>9 November 2018</td>
<td>10 December 2018</td>
<td>1 January 2019</td>
</tr>
<tr>
<td>Round Two</td>
<td>23 April 2019</td>
<td>17 May 2019</td>
<td>17 June 2019</td>
<td>1 July 2019</td>
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**Local Grants 2018/2019**

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<td>1 October 2018</td>
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<tr>
<td>Round two</td>
<td>27 August 2018</td>
<td>5 October 2018</td>
<td>19 November 2018</td>
<td>1 December 2018</td>
</tr>
<tr>
<td>Round three</td>
<td>11 February 2019</td>
<td>22 March 2019</td>
<td>20 May 2019</td>
<td>1 June 2019</td>
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</table>

**Multi-board Grants 2018/2019**

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<th>Closes</th>
<th>Decision made</th>
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<td>17 August 2018</td>
<td>17 September 2018</td>
<td>1 October 2018</td>
</tr>
<tr>
<td>Round Two</td>
<td>21 January 2019</td>
<td>22 March 2019</td>
<td>20 May 2019</td>
<td>1 June 2019</td>
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</table>
Multi-board Grants

The Howick Local Board welcomes multi-board grant applications. However, the activity or initiative will need to clearly benefit the Howick community.

Accountability measures

The Howick Local Board requires recipients of community grants to satisfactorily fulfil the accountability requirements set by council.
Te take mō te pūrongo

Purpose of the report

1. To seek the Howick Local Board’s recommendation to the Governing Body to strike the BID (Business Improvement District) targeted rates for the Greater East Tamaki and Howick business associations for the 2019-2020 financial year.

Whakarāpopototanga matua

Executive summary

2. Auckland Council’s Business Improvement District (BID) programme supports business associations by collecting a targeted rate from commercial properties within a defined geographic area. The funds from the targeted rate are then provided by way of a grant to the relevant BID.

3. The BIDs are incorporated societies that are independent of council. For the council to be confident that the funds provided to the BIDs are being used appropriately, council requires the BIDs to comply with the Business Improvement District (BID) Policy (2016) (Hōtaka ā-Rohe Whakapiki Pakihi), known as the BID Policy.

4. The BID Policy was developed to encourage improved governance of BID committees and staff to improve financial management, programme delivery and transparency to their members.

5. This report indicates that the Greater East Tamaki and Howick business associations are in compliance with the BID Policy. Information presented in this report is based on documents submitted by the business associations to council’s BID programme team.

6. Staff recommend that as the BID has met the requirements of the BID Policy, the Howick Local Board should, therefore, recommend to the Governing Body to strike the targeted rates sought by the BID.

Ngā tūtohunga

Recommendation

That the Howick Local Board:

a) recommends to the Governing Body to strike the targeted rates for inclusion in the Annual Budget 2019-2020 for the following Business Improvement District (BID) programmes:

- $500,000 for Greater East Tamaki Business Association
- $162,715 for Howick Business Association

Horopaki

Context

7. The council adopted the Business Improvement District (BID) Policy (Hōtaka ā-Rohe Whakapiki Pakihi) in 2016. This Policy outlines the principles behind the council’s BID programme; creates the process for establishing, expanding, and disestablishing BIDs;
prescribes operating standards and guidelines; and sets accountability requirements. Attachment A provides an overview of key elements of the BID programme.

8. BID targeted rates are applied to all commercially-rated properties within a designated area around a town centre or commercial precinct. Those funds are transferred to the business association operating the BID programme.

9. There are currently 48 BID programmes throughout Auckland which represent more than 25,000 businesses and a combined $17.7 million in targeted rates investment. Refer to Attachment B for current and proposed targeted rates budgets for all BIDs.

10. Under the Auckland Council shared governance arrangements, local boards are allocated several decision-making responsibilities in relation to BIDs. One of these is to annually recommend BID targeted rates to the Governing Body. The local board should recommend the striking of the targeted rate if it is satisfied that the BID is substantially complying with the BID Policy.

11. Recommendations arising from this report are put into effect with the Governing Body’s approval of the Annual Budget 2019-2020 and striking of the targeted rate.

12. This report is a requirement of the BID Policy (2016). The local board must decide whether to endorse the BID targeted rates.

Tātaritanga me ngā tohutohu
Analysis and advice

13. The council’s BID programme team monitors compliance with the BID Policy on an ongoing basis and provides governance advice to BID-operating business associations as needed or requested.

14. As BID programmes are operated by private independent societies, their programmes and services are provided according to their members’ stated priorities. In recognition of their independent corporate status, the policy does not prescribe standards for programme effectiveness. Staff, therefore, cannot base recommendations on these factors, but only on the policy’s express requirements.

Compliance with the BID Policy

15. The BID policy is the means for council to ensure accountability for BID targeted rate funding and to encourage good governance. This is achieved by requiring regular reporting by BID-operating business associations specifically by providing to council the following documents, and staying in touch with their local board(s) at least once a year:

- Current Strategic Plan – evidence of achievable medium- to long-term opportunities
- Audited Accounts – assurance that the BID-operating business association is managing its members’ BID targeted rate funds responsibly
- Annual Report on the year just completed – evidence that programmes are addressing priority issues that benefit BID targeted ratepayers
- Business Plan for the coming year – detailed one-year programme, based on the Strategic Plan, to be achieved and resourced
- Indicative Budget for the following year – Auckland Council’s Annual Budget requires targeted rates to be identified a year in advance to inform the Annual Budget process which sets all rates
- Board Charter – establishes guidelines for effective board governance and positive relationships between the association and its members
- Annual Accountability Agreement – certification that these requirements have been met
- Programme Agreement – a good faith agreement between each BID-operating business association and council that sets basic parameters of the council-business association relationship.
16. The BID Policy (2016) requires each business association to ratify the BID grant amount/targeted rate and budget for the following financial year. Greater East Tamaki and Howick business associations presented for members’ approval, their 2019-2020 BID grant amount/targeted rate and budget at their 2018 AGM. The approval at the AGM by way of a resolution accepting the 2019-2020 BID grant amount/targeted rate enables the Howick Local Board to recommend to the Governing Body the striking BID targeted rates for 2019-2020.

17. The Greater East Tamaki and Howick business associations comply with the BID Policy and, therefore, it is recommended that the Howick Local Board recommends to the Governing Body the striking of the targeted rate relevant to these business associations.

18. The recommendation of this report is supported by evidence of compliance with the BID Policy by the Greater East Tamaki and Howick business associations. Refer to Attachments C and D for details.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
19. The proposed decision does not impact other parts of the council group.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
20. Recommending that the Governing Body strikes the targeted rates for the Greater East Tamaki and Howick business associations means that these BID programmes will continue to be funded from targeted rates on commercial properties in their district and provide services in accordance with their members’ priorities as stated in their strategic plan, and support business growth.

21. Staff does not comment on the effectiveness of individual BID programmes as that is a matter for the members to assess.

22. The Howick Local Board approved a similar recommendation for these BID programmes last year (resolution number HW/2018/83) as did the 17 other local boards that have BID programmes operating in their areas.

23. Several local boards provide additional funding to local business associations, however, accountability for that funding is set by funding agreements between the local board and the business association. Those requirements are apart from the requirements of the BID Policy and are not covered in this report.

Tauākī whakaaweawe Māori
Māori impact statement
24. BIDs work for the benefits of all members, including Māori businesses.

Ngā ritenga ā-pūtea
Financial implications
25. There are no financial implications for the local board. Targeted rates for BID-operating business associations are raised directly from commercial ratepayers in the district and used by the business association for improvements within that district. The council’s financial role is only to collect the BID targeted rates and pass them directly to the business association on a quarterly basis.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

26. There are reputational risks to the council if ratepayer funds are misused, but this is rare. Otherwise, there are no direct financial risks to the local board or council that could result from this recommendation to approve the BID targeted rates.

27. The requirements of the BID Policy are intended to help minimise the potential for BIDs to misuse funds, by requiring each BID to plan for the intended use of funds, report on its activities to its members, and to have its accounts audited.

Ngā koringa ā-muri
Next steps

28. If the board endorses this report, it will recommend to the Governing Body that the BID targeted rates be struck as part of its approval of the Annual Budget 2019-2020.

Ngā tāpirihanga
Attachments

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<tr>
<td>A</td>
<td>BID programme key elements</td>
<td>63</td>
</tr>
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<td>B</td>
<td>BID programme funding</td>
<td>65</td>
</tr>
<tr>
<td>C</td>
<td>Greater East Tamaki BID Compliance Summary 2017-2018</td>
<td>67</td>
</tr>
<tr>
<td>D</td>
<td>Howick BID Compliance Summary 2017-2018</td>
<td>69</td>
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steven Branca - BID Partnership Advisor</td>
<td>Alastair Cameron - Manager - CCO Governance &amp; External Partnerships</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
## What is a BID?

- A specified commercial area — town centre, industrial area, or a combination — designated for a targeted rate with boundaries agreed by the local board and business association.

- Commercial property owners in that area vote in a formal ballot to raise a specified targeted rate amount from their own properties within the district, after a thorough consultation process.

- The targeted rates are collected by council through regular rates invoicing of ratepayers. Those rates are then transferred quarterly by council to the business association which operates the BID programme.

- 100% of rates are returned to the association.

- The business association uses these funds to provide programmes and services according to priorities established by its membership (ratepayers and businesses) that directly benefit the members.

- These programmes are guided by a multi-year Strategic Plan and annual Business Plan approved by the membership at the Annual General Meeting.

- Services provided by the BID may not replace normal council services.

- A BID is not an extension of council.

## Advantages of a BID

- Ratepayers decided for themselves whether to raise a targeted rate from their own property.

- Funds raised from targeted rates are returned directly to the business association in the area they are raised from.

- The targeted ratepayers have full control over how their money is used.

- Targeted rates provided an assured source of funding for on-going programmes, which allows hiring of professional staff to alleviate the burden of relying on volunteers.

- By speaking with one unified voice they can have more influence in advocating for the interests of their community.

- They can raise additional funding to augment their targeted rates revenue.
### Council’s expectations and roles

- The governing body strikes the targeted rate for all BIDs as part of the Annual Plan process.
- Council sets accountability requirements through its BID policy, and the BID team monitors compliance throughout the year.
- Council does not tell the association how to use its BID money, nor does it interfere in the governance or management of the BID.
- Council staff report to local boards annually on compliance with the BID policy.
- In the case of serious concerns such as indications of poor financial management, violations of the policy, or ineffectiveness, council may directly intervene in the management of the organisation as allowed by the BID policy.

### Local Board roles:

- The local board approves establishment and expansion of all BIDs.
- Local boards are delegated the authority to recommend to the governing body to strike the targeted rate for BIDs in its area as part of the Annual Plan process.
- Local boards maintain regular contact with the BIDs to keep their local economic development and other interests aligned.
- The board appoints a local board representative to the executive committee of each BID/business association to serve as a conduit of information to and from council.

###
### Two Year Comparison of BID Targeted Rates Revenue for All BIDs (exc. GST)

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<tr>
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<tr>
<td>Mainstreet Orewa Incorp (trading as)</td>
<td>$232,220.00</td>
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<tr>
<td>Otahuhu Mainstreet &amp; Commercial Assoc.</td>
<td>$628,425.00</td>
<td>$628,425.00</td>
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<tr>
<td>Otara Business Assoc.</td>
<td>$90,219.00</td>
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<tr>
<td>Panmure Business Assoc.</td>
<td>$422,759.00</td>
<td>$443,899.04</td>
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<tr>
<td>Papakura Business Assoc.</td>
<td>$260,000.00</td>
<td>$250,000.00</td>
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<tr>
<td>Papatoetoe Central Mainstreet Soc. (Old Pap)</td>
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<td>Parnell Incorporated</td>
<td>$815,000.00</td>
<td>$855,000.00</td>
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<td>Ponsonby Business Assoc.</td>
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<td>South Harbour Business Assoc.</td>
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<td>St Heliers Bay Village Assoc.</td>
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<td>Takapuna Beach Business Assoc.</td>
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<td>Te Atatu Peninsula Business Assoc.</td>
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<tr>
<td>Torbay Business Assoc.</td>
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<td>Uptown Business Assoc.</td>
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<td>Waiuku Business &amp; Development Assoc.</td>
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<td>Wiri Business Improvement Assoc.</td>
<td>$670,000.00</td>
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</table>

**Total** $17,690,097.83 $18,238,981.05 3.1%

*Final amounts are adjusted by reconciliation of previous year over- or under-payments and may vary slightly.
Business Improvement District (BID) Programme – Annual Compliance Report to Howick Local Board for FY 2017-2018

Attachment C: Greater East Tamaki Business Association BID Programme

Greater East Tamaki Business Association has met the requirements of the BID programme for the 2017-18 financial year for the purpose of striking the targeted rate for the 2019-2020 financial year.

**Compliance Status**

<table>
<thead>
<tr>
<th>Requirement FY 2017-2018</th>
<th>Received</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Strategic Plan for next 3 – 5 years - reviewed every 3 years.</td>
<td>✔</td>
<td>2017-2021 Strategic Plan on file</td>
</tr>
<tr>
<td>Audited financial accounts.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>Business plan.</td>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>
| Annual review report:  
  • Achievement of previous year's objectives against business plan. | ✔ | |
| 2019-2020 Indicative Budget | ✔ | |
| Annual BID programme reporting and alignment meeting between Howick Local Board and business association board. | ✔ | BID reports meeting on 1 March 2018, and due to a change in reporting schedule plans a meeting in August 2019. |
| Annual Accountability Form submitted | ✔ | |
| Board Charter | ✔ | |
| **Recommendation and Findings** | Recommend Targeted Rate | Staff are satisfied that Greater East Tamaki BID is in substantial compliance with policy reporting requirements for the purpose of the recommendation of this report. |
Business Improvement District (BID) Programme – Annual Compliance Report to Howick Local Board for FY 2017-2018

Attachment D : Howick Business Association BID programme

Howick Business Association has met the requirements of the BID programme for the 2017-2018 financial year for the purpose of striking the targeted rate for the 2019-2020 financial year.

Compliance Status

<table>
<thead>
<tr>
<th>Requirement FY 2017-2018</th>
<th>Received</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Strategic Plan for next 3 – 5 years - reviewed every 3 years.</td>
<td>✔</td>
<td>2014-2024 Strategic Plan on file</td>
</tr>
<tr>
<td>Audited financial accounts.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>Business plan.</td>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>
| Annual review report:  
  • Achievement of previous year’s objectives against business plan. | ✔ | |
| 2019-2020 Indicative Budget | ✔ | |
| Annual BID programme reporting and alignment meeting between Howick Local Board and business association board. | ✔ | BID reports that the meeting is pending availability of all parties. |
| Annual Accountability Form submitted | ✔ | |
| Board Charter | ✔ | |

Recommendation and Findings

Recommend Targeted Rate: Staff are satisfied that Howick Business Association BID is in substantial compliance with policy reporting requirements for the purpose of the recommendation of this report.
Auckland Council’s Quarterly Performance Report: Howick Local Board for quarter three 2018/2019

File No.: CP2019/06222

Te take mō te pūrongo
Purpose of the report
1. To provide the Howick Local Board with an integrated quarterly performance report for quarter three, 1 January – 31 March 2019.

Whakarāpopototanga matua
Executive summary
2. This report includes financial performance, progress against work programmes, key challenges the board should be aware of and any risks to delivery against the 2018/2019 work programme. This is a retrospective report intended to provide a transparent overview and reflect the progress of how the Howick Local Board work programme is tracking at the end of quarter three 2018/2019.

3. The work programme is produced annually and aligns with the Howick Local Board Plan outcomes.

4. The key activity updates from this quarter are:
   - The ‘Kiwi Anthems’ music event occurred in February at Lloyd Elsmore Park
   - Two Chinese New Year events were delivered in Botany and Pakuranga respectively in February
   - The upgrade of the interior of the Howick Library has commenced and is scheduled to be complete in early April 2019
   - The installation of new flood lighting and promenade lighting at Barry Curtis Park is complete
   - The installation of air-conditioning, new power outlets, new accessible doors and acoustic panels at the Uxbridge Arts and Cultural Centre are complete
   - The repair of the Highland Park Library due to a roof leak is complete
   - The replacement of the boat ramp and damage pontoons at Half Moon Bay is now complete.

5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery. All activities are reported with a status of green (on track) or amber (some risk or issues, which are being managed). No activities are reported with a status of grey (cancelled, deferred or merged) or red (behind delivery, significant risk):

6. The financial performance report compared to budget 2018/2019 is attached. The highlights are:
   - Overall operational net cost of service for the nine months ended on 31 March 2019 was $15.4 million, which was within 3 percent of the year to date budget
   - Capital investment of $7 million took place in the Howick Local Board area during the first three quarters of the current financial year. Capital works as part of implementation of the Master Plan at Barry Curtis Park are progressing well. Coastal structure renewals at the Bucklands Beach and Howick Beach were completed during the third quarter.
Ngā tūtohunga
Recommendation/s

That the Howick Local Board:

a) receive the performance report for the financial quarter ending 31 March 2019.

b) approve the retention of $7,364.48 of unspent grant funding by the Pakuranga Rotary Club provided for the delivery of the 2019 Pakuranga River Festival Event provided those funds are used for the delivery of the 2020 Event.

Horopaki
Context

7. The Howick Local Board has an approved 2018/2019 work programme for the following operating departments:
   - Arts, Community and Events
   - Parks, Sport and Recreation
   - Libraries and Information
   - Community Services: Service, Strategy and Integration
   - Community Facilities: Build Maintain Renew
   - Community Leases
   - Infrastructure and Environmental Services
   - Local Economic Development
   - Plans and Places.

8. Work programmes are produced annually, to meet the Howick Local Board outcomes identified in the three-year Howick Local Board Plan. The local board plan outcomes are:
   - Involved and connected communities
   - Our future growth is managed effectively
   - Valuing our cultural diversity
   - A treasured environment
   - Our people are active and healthy
   - A prosperous local economy.

9. The graph below shows how the work programme activities meet Local Board Plan outcomes. Activities that are not part of the approved work programme but contribute towards the local board outcomes, such as advocacy by the local board, are not captured in this graph.
**Tātaritanga me ngā tohutohu**

**Analysis and advice**

**Local Board Work Programme Snapshot**

10. The work programme activities have two statuses; RAG status which measures the performance of the activity (amber and red show issues and risks); and activity status which shows the stage the activity. These two statuses create a snapshot of the progress of the work programmes.

11. The graph below identifies work programme activity by RAG status (red, amber, green and grey). It shows the percentage of work programme activities that are on track (green), in progress but with issues that are being managed (amber), and activities that have significant issues (red) and activities that have been cancelled/deferred/merged (grey).

**Graph 2: Howick Local Board work programme by RAG status**

12. The graph below shows the activity status of activities in each departmental work programmes. The number of activity lines differ by department as approved in the local board work programmes.
Key activity updates from quarter three

13. The following activities are a snapshot of the key activities for last quarter:

- **ID 130 - Music Concert Howick.** The ‘Kiwi Anthems’ music event was delivered in February at Lloyd Elsmore Park. Entertainment was provided by The Jordan Luck Band, Annie Crummer and AutoMatic 80s. Approximately 2,500 people attended.

- **ID 1524 - Chinese New Year in Botany and Pakuranga.** Two Chinese New Year events were delivered in Botany and Pakuranga in February. Approximately 850 people attended the Botany event and approximately 550 people attended the Pakuranga event.

- **ID 2336 - Comprehensive renewal and renew air conditioning.** Physical works have commenced for the interior upgrade at the Howick Library. These works include carpet replacement, painting, electrical upgrade, seismic restraints and air conditioning replacement. Works are scheduled to be complete early April 2019.

- **ID 2757 - Barry Curtis Park: develop lighting (southern sector).** The installation of flood lights to both training fields, the promenade lights along Flat Bush School Road, Chapel Road and the main access walkways are complete.

- **ID 3187 - Uxbridge Arts and Cultural Centre: install acoustic panels and air conditioning system.** The installation of air-conditioning, new power outlets, new accessible doors and acoustic panels are complete.

- **ID 3241 - Highland Park Library: critical works to renew and repair roof leak issues.** The work required to renew and repair the building due to a roof leak is complete. Additional works were also completed and included new planting to gardens, carpet replacement to the main entrance and renewal of staff room balcony.

- **ID 3263 – Half Moon Bay: renew coastal structures.** The project to replace the boat ramp and damaged pontoons is now complete.

Activities with significant issues

14. There are no activities identified by the operating departments with a red RAG status.

Activities on hold

15. The following work programme activities have been identified by operating departments as on hold:
• **ID 2351 – Ti Rakau Park Playground Renewal.** This project is on hold until Community Services and Auckland Transport agree on best options for the playground renewal, taking into consideration the AMETI Stage 2 works, the playground strategy being developed for Howick Local Board area and the concept plans proposed by the Active Recreation Team.

• **ID 2758 - Barry Curtis Park - develop existing culture lawn Chapel Rd metal carpark.** This project is on hold and is now been planned for the year 2024 to align with Barry Curtis Park Master Planning.

• **ID 3004 – Buckland Beach Develop Walkway.** This project was placed on hold following Auckland Transport's one-way system feasibility study. Discussion is required with the board on how they wish to proceed with development of the walkway.

**Changes to the local board work programme**

**Changed activities**

16. We have been approached by the Pakuranga Rotary Club, about unspent funds from their Pakuranga River Festival Event that was held on 24 February 2019. The amount of unspent funds is $7,364.48. Staff in the Events and Grants Teams have considered two options which are to have the Pakuranga Rotary Club return the unspent funds or to retain them and put them towards next year's event. The staff recommendation is that the club retain the funds.

**Deferred activities**

17. These activities are deferred from the 18/19 work programme:

- **ID 2489 - 563R Pakuranga Road: Lease to The Scout Association of NZ (Minerva).** At the request of the board this matter is deferred until at the start of the 2019/2020 financial year to allow the tenant time to re-establish themselves and submit and prepare an application for a new lease. Please also note this line item is no longer included in the Work Programme.

**Cancelled activities**

18. No activities have been identified by operating departments as having been cancelled from the 2018/2019 work programme.

**Activities merged with other activities for delivery**

19. No activities have been identified by operating departments as having been merged with other activities for efficient delivery.

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

**Council group impacts and views**

20. When developing the work programmes council group impacts and views are presented to the boards. As this is an information only report there are no further impacts identified.

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

**Local impacts and local board views**

21. This report informs the Howick Local Board of the performance for the quarter ending 31 March 2019.
Tauākī whakaaweawe Māori
Māori impact statement
22. This activity had a direct Maori outcome focus:
   - **ID 859 - Local Māori Responsiveness Plan Work Programme Activity.** Te Tahawai Marae have completed their strategic plan and have presented this to the board.

23. This activity aligns with the local board plan:
   - **ID 1116 - Celebrating Te Ao Māori and strengthening responsiveness to Māori.** Whakatipu i te reo Māori - Howick Work Programme Activity. Our Kia Māia te Whai programme offered options in full Te Reo which were embraced by one local family and the bicultural Māori-English programmes were very popular with most participants. The Howick Library partnered with the curators from Uxbridge Arts to lend Ngā pua o te Matauranga, the Māori Rain Cape designed and constructed by Wiremu Wilson, with the assistance of Alicia Courtenay, to the Gallery as a focal part of their current textile exhibition. The rain cape was presented at the opening of the current library on 22 October 2002 and has been on permanent exhibition there.

Ngā ritenga ā-pūtea
Financial implications
24. There is one matter with a financial implication proposed in this report. It relates to the proposal to allow the Pakuranga Rotary Club to retain $7,364.48 of unspent funds from their Pakuranga River Festival Event that was held on 24 February 2019.

Financial Performance
25. The Howick Local Board’s net cost of service for the March quarter was $15.4 million against a budget of $15.9 million.

26. Operating revenue of $3.8 million for the nine-month period is in line with budget. Early Childhood Education occupancy and holiday program enrolments have increased compared to previous year. This quarter Lloyd Elsmore Park Pool and Leisure Centre hit a new record for both memberships and group fitness attendance. There has been a slight decrease in fitness memberships at Howick Leisure Centre.

27. Operating expenditure for the nine months has been slightly less than budget. Slower than expected progress in a few of locally driven initiatives (LDI) work programs in local economic development and community services have resulted in the lower than budgeted expenditure. However, locally driven environmental projects have been moving along well and offset some of the underspend.

28. Capital investment of $7 million for the first three quarters of the current financial year, which equates to 64 percent of the full year revised budget. Capital works at Barry Curtis Park is moving forward well and has translated to higher than budgeted spend. Other major projects include renewals at the library and coastal assets renewals.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
29. While the risk of non-delivery of the entire work programme is rare, the likelihood for risk relating to individual activities does vary. Capital projects for instance, are susceptible to more risk as on-time and on-budget delivery is dependent on weather conditions, approvals (e.g. building consents) and is susceptible to market conditions.

30. Information about any significant risks and how they are being managed and/or mitigated is addressed in the ‘Activities with significant issues’ section.
Ngā koringa ā-muri

Next steps

31. The local board will receive the next performance update for quarter four following the end of the financial year (June 2019).

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Howick Local Board Financial Report as at 31 March 2019</td>
<td>79</td>
</tr>
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Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Stephen Hunt – Senior Local Board Advisor, Howick</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Nina Siers - Relationship Manager</td>
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## Operating performance financial summary

### Operating performance

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<th>$(000's)</th>
<th>FY2019 Quarter 3</th>
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<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Net operating expenditure</td>
<td>15,373</td>
<td>15,902</td>
</tr>
<tr>
<td>Operating revenue</td>
<td>Community services</td>
<td>3,785</td>
</tr>
<tr>
<td>Operating expenditure</td>
<td>Community services</td>
<td>17,318</td>
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<tr>
<td>Environmental services</td>
<td>107</td>
<td>90</td>
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<td>Governance</td>
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<td>807</td>
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<tr>
<td>Planning</td>
<td>925</td>
<td>1,053</td>
</tr>
<tr>
<td>Total</td>
<td>19,157</td>
<td>19,685</td>
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</table>

Note: Includes Asset Based Services (ABS) and Locally Driven Initiatives (LDI)

### Commentary

**Net operating expenditure** of $15.4 million is in line with budget.

**Operating Revenue** of $3.8 million is on target for the nine months ended on 31 March 2019. Early Childhood Education occupancy and holiday programme enrolments at Howick Leisure Centre have increased, compared to previous year, although fitness memberships have dropped slightly. The new splash pad and successful marketing campaigns have helped increase centre visits at Lloyd Elsmore Park Pool and Leisure Centre.

**Operating Expenditure** in the nine months ended on 31 March 2019 for Howick local board is $19.2 million. Most of the underspend has been in LDI work programmes.

**Locally Driven Initiatives** spend is 40% against full year revised budget. The board has given out $317,000 in community grants with $78,000 remaining for the year. An additional $22,700 from various Community Services LDI projects can be reallocated to grants.

With the financial year end approaching soon the projects below should be monitored:

<table>
<thead>
<tr>
<th>Project</th>
<th>Budget</th>
<th>Spend to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Partnership Programme</td>
<td>$600,000</td>
<td>$0</td>
</tr>
<tr>
<td>Howick Heritage Plan implementation of projects</td>
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<td>Healthy Howick concept plan</td>
<td>$71,000</td>
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<td>Youth focussed facility / programmes</td>
<td>$60,000</td>
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<td>Green assets</td>
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<td>Community Arts Programmes</td>
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<td>Diversity in park and active recreation planning</td>
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<tr>
<td>Urban Forest (Ngahere) strategy</td>
<td>$15,000</td>
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</table>

*Net operating expenditure = Operating expenditure – Operating revenue*
## Attachment A

### Item 18

<table>
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<th>Net Cost of Service</th>
<th>Year to Date ($000)</th>
<th>Full Year ($000)</th>
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<tbody>
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<td>Actual</td>
<td>Revised Budget</td>
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<tr>
<td>ACE LDI Staff allocation</td>
<td>151</td>
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<tr>
<td>ANZAC</td>
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<td>Arts plan Initiatives</td>
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<tr>
<td>Capacity building programme</td>
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<td>15</td>
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<td>Celebrated citizens</td>
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<td>CF - LDI scoping fund</td>
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<td>113</td>
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<tr>
<td>Community Arts Programmes</td>
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<td>38</td>
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<tr>
<td>Community recognition</td>
<td>10</td>
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<tr>
<td>Community response operating fund</td>
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<td>Community Safety Initiatives</td>
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<tr>
<td>COM Pipes and Drums Inc</td>
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<td>11</td>
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<td>Diversity park and active rec planning</td>
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<td>18</td>
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<tr>
<td>Extended Library hours</td>
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<td>Facility Partnership Programme</td>
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</tr>
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<td>Fees and charges subsidy</td>
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<td>2</td>
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<tr>
<td>Green assets - LDI</td>
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<td>27</td>
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<tr>
<td>Healthy Howick concept plan</td>
<td>22</td>
<td>53</td>
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<tr>
<td>Howick Brass Band</td>
<td>13</td>
<td>13</td>
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<tr>
<td>Howick coastguard</td>
<td>46</td>
<td>46</td>
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<tr>
<td>Howick Pride of Place project</td>
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<td>121</td>
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<tr>
<td>LDI Programme Events in local parks</td>
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<td>65</td>
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<tr>
<td>LDI Volunteers parks</td>
<td>8</td>
<td>28</td>
</tr>
<tr>
<td>Local civic functions</td>
<td>3</td>
<td>7</td>
</tr>
<tr>
<td>Local community grants</td>
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<td>198</td>
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<td>Local events fund</td>
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<td>151</td>
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<tr>
<td>Maori responsiveness</td>
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<td>MCC Concert Band</td>
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<tr>
<td>Parks response fund</td>
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</tr>
<tr>
<td>Sand replenishment at Little Bucklands Beach</td>
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</tr>
<tr>
<td>Skatepark Guardians</td>
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<td>Stockade Hill and Howick Mainstreet lights</td>
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<td>Urban Forest (Ngahere) strategy</td>
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<tr>
<td>Youth focussed facility / programmes</td>
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<td>Youth programmes community development</td>
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<tr>
<td><strong>Total Community services</strong></td>
<td><strong>1,033</strong></td>
<td><strong>1,473</strong></td>
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<tr>
<td>Net Cost of Service</td>
<td>Actual Year to date (2019)</td>
<td>Revised Budget</td>
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<tr>
<td>------------------------------------------------</td>
<td>-----------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Environment initiatives including Manukau Harbour and Tāmaki Estuary</td>
<td>1,184</td>
<td>1,731</td>
</tr>
<tr>
<td>Post management</td>
<td>1,184</td>
<td>1,731</td>
</tr>
<tr>
<td>Tāmaki Estuary environmental forum</td>
<td>100</td>
<td>176</td>
</tr>
<tr>
<td>Waterways</td>
<td>0</td>
<td>176</td>
</tr>
<tr>
<td>Total Environmental services</td>
<td>103</td>
<td>176</td>
</tr>
<tr>
<td>Integrated Environmental Solutions</td>
<td>0</td>
<td>100</td>
</tr>
<tr>
<td>Local Economic Development Program</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>Locally Driven Initiatives (ATEED)</td>
<td>38</td>
<td>68</td>
</tr>
<tr>
<td>Total Planning</td>
<td>19</td>
<td>228</td>
</tr>
</tbody>
</table>
## Capital expenditure summary

### Capital expenditure

<table>
<thead>
<tr>
<th>$(000's)</th>
<th>FY2019 Quarter 3</th>
<th>FY2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised</td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Budget</td>
</tr>
<tr>
<td>Capital expenditure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community services</td>
<td>6,698</td>
<td>5,459</td>
</tr>
<tr>
<td>Planning</td>
<td>258</td>
<td>20</td>
</tr>
<tr>
<td>Total Capital Expenditure</td>
<td>6,956</td>
<td>5,479</td>
</tr>
</tbody>
</table>

### Commentary

The Howick Local Board has spent $7 million on capital projects in the nine months ending on 31 March 2019.

**Major projects in progress:**

(i) Barry Curtis Park - as at 31 March 2019, $2.5 million has been spent on this project. Parts of this project has been delivered in advance of budget, which means the spend is $1 million over budget for these 9 months. Detail design works, and resource consent are in progress for the Southern John Walker Promenade Development. Auckland Transport is set to commence construction in October 2019. Light installation for the new carpark along Flatbush School Road is planned for November 2019.

(ii) $2.8 million was spend on local assets renewals in the first three quarters of the financial year. Major works in progress include renewal of the Howick Library, walkway and car park renewals at Mangemangeroa and Pt View and Cockle Bay seawall renewal.

(iii) Tamaki Estuary Walkway - The walkway is complete; bridge widening is in progress.

(iv) Projects funded by LDI Capex are in progress and in various stages of delivery.

**Projects completed in the current financial year:**

(i) Barry Curtis Park - The flood lights to both training fields, the promenade lights along Flat Bush School Road and Chapel Road, the main access walkways and the access road lights have been installed and are operational.

(ii) Coastal renewals – Coastal structures at Half Moon Bay have been renewed. Works on Bucklands and Howick Beach seawalls have been completed.

(iii) Renewal of the Highland Park Library roof has been completed

(iv) Lloyd Elsmore Park Leisure Centre renewal has been completed.
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Year to Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Local asset renewals programme</td>
<td>1,484</td>
<td>2,447</td>
</tr>
<tr>
<td>Master plan (Barry Curtis Park)</td>
<td>2,487</td>
<td>1,482</td>
</tr>
<tr>
<td>Parks - Coastal asset renewals</td>
<td>734</td>
<td>774</td>
</tr>
<tr>
<td>Locally driven initiatives (LDI Capex)</td>
<td>205</td>
<td>314</td>
</tr>
<tr>
<td>Greenway and walkway development</td>
<td>525</td>
<td>227</td>
</tr>
<tr>
<td>Sportsfields development (Ostrich Farm)</td>
<td>16</td>
<td>140</td>
</tr>
<tr>
<td>Multi-purpose facility (Flat Bush)</td>
<td>7</td>
<td>71</td>
</tr>
<tr>
<td>Walkway and cycleway paths (Flat Bush)</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>ACE - Leases renewals</td>
<td>17</td>
<td>0</td>
</tr>
<tr>
<td>Aquatic facility (Flat Bush/Ormiston)</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Esplanade Development</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>General park development</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Leisure facility building renewals</td>
<td>526</td>
<td>0</td>
</tr>
<tr>
<td>Leisure facility equipment renewals</td>
<td>14</td>
<td>0</td>
</tr>
<tr>
<td>Library furniture and fitting renewals</td>
<td>522</td>
<td>0</td>
</tr>
<tr>
<td>Parks - Sports fields renewals</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Playscape development</td>
<td>(53)</td>
<td>0</td>
</tr>
<tr>
<td>Playspace (Flat Bush)</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td>Sport development</td>
<td>19</td>
<td>0</td>
</tr>
<tr>
<td>Sports parks</td>
<td>181</td>
<td>0</td>
</tr>
<tr>
<td>Development (Styak-Lushington park)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Community services</strong></td>
<td><strong>6,698</strong></td>
<td><strong>5,459</strong></td>
</tr>
<tr>
<td>SWEI Flat bush water quality ponds</td>
<td>258</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total Planning</strong></td>
<td><strong>258</strong></td>
<td><strong>20</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>6,956</strong></td>
<td><strong>5,479</strong></td>
</tr>
</tbody>
</table>
Proposed Locally Driven Initiatives (LDI) Capital Work Programme

File No.: CP2019/04772

Te take mō te pūrongo
Purpose of the report
1. To approve, in principle, the proposed programme for Locally Driven Initiatives (LDI) capital works projects which will be incorporated in the 3-year Community Facilities work programme beginning with financial year 2019/2020.

Whakarāpopototanga matua
Executive summary
2. The LDI capital fund was established to ensure that important and prioritised local improvement projects can be delivered within each local community. The type of projects that can be funded by the LDI capital fund include any projects that deliver a council owned asset or as a capital grant to an asset made available for public use.
3. As at 19 February 2019, the Howick Local Board’s unallocated LDI capital expenditure budget available to 30 June 2020 was approximately $4.1 million.
4. The proposed additions to the programme of LDI capital works projects was developed through a series of iterative workshops with the local board from November 2018 through March 2019. The proposed additions to the programme provided in Table A reflect the agreed priority projects that were presented in the local board workshop held 19 February, with the exception of the following projects; the Stockade Hill community notice board, the special needs park and playground and 34 Moore Street. The Stockade Hill community notice board will be progressed as a renewal project. The special needs park and playground is to be assessed in the Parks Service and Recreation work programme and the proposed work for 34 Moore Street will be considered separately.
5. The proposed LDI capital works programme includes 14 projects that are set out in Table A with an indicative total budget of $2,842,300.
6. A project plan will be developed for each project that will include detailed design and final costings. These project plans will then be reported to the Howick Local Board on an individual basis for final approval to proceed.
7. It is expected that the proposed programme for LDI capital projects will be subject to a degree of change as some projects may encounter delivery difficulties or new projects may emerge that the board wish to consider for inclusion in the programme.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:

a) Approve, in principle, the inclusion of proposed LDI capital projects as shown in Table A to the 3-year Community Facilities work programme beginning with financial year 2019/2020.
Table A

<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Indicative Investigation and Design Budget</th>
<th>Indicative Physical Works Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Lloyd Elsmore Park multisport centre</td>
<td>Develop a multisport centre to improve and increase the recreational facilities in the park.</td>
<td>Funded by LDI Opex in the Parks Services and Recreation (PSR) programme</td>
<td>$1,400,000</td>
</tr>
<tr>
<td>2. Dog Exercise Areas in Howick, Pakuranga and Botany</td>
<td>Identify suitable open spaces to develop dog exercise areas in Howick, Pakuranga and Botany. This project is a local board priority.</td>
<td>$10,000</td>
<td>$150,000</td>
</tr>
<tr>
<td>3. Howick Recreation Centre Community Notice Board</td>
<td>Install a new community notice board at the centre.</td>
<td>Inclusive in physical works estimated budget</td>
<td>$10,000</td>
</tr>
<tr>
<td>4. Barry Curtis Park Shelter and Covered Seating</td>
<td>Design and construct a shelter and provide covered seating at the park. The shelter is to be in the vicinity of the activity centre and skatepark.</td>
<td>$20,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>5. Barry Curtis Park Improved Event Infrastructure</td>
<td>Design and develop improved infrastructure at the park to support additional events to be held at the park.</td>
<td>$40,000</td>
<td>$350,000</td>
</tr>
<tr>
<td>6. Playspace Improvements and Enhancements</td>
<td>Implement play space improvements and upgrades, including shade provision and improved accessibility at appropriate sites as recommended by the PSR play space assessment.</td>
<td>To be confirmed</td>
<td>$150,000</td>
</tr>
<tr>
<td>7. Basketball Courts for selected parks</td>
<td>It is anticipated that the PSR play space assessment will help to inform and identify parks that may benefit from the addition of basketball courts. The local board has suggested Meadowland Park.</td>
<td>To be confirmed</td>
<td>$150,000</td>
</tr>
<tr>
<td>8. Improved Disabled Access to Stockade Hill</td>
<td>Improve accessibility to Stockade Hill for the disabled. Heritage implications will factor into any potential physical works.</td>
<td>$20,000</td>
<td>To be confirmed</td>
</tr>
<tr>
<td>9. Modular Cycling Pump Track</td>
<td>Develop pump track(s) at sites deemed appropriate. PSR will advise on potential locations and the recommended modular layout of the track and its targeted users.</td>
<td>$20,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>10. Lloyd Elsmore Badminton Club Dividing Curtains</td>
<td>Discussion with the club is required to establish the current status of this project and consideration of the grant funding option.</td>
<td>N/A</td>
<td>$42,300 (to be confirmed if LDI funding is appropriate)</td>
</tr>
<tr>
<td>11. Simon Owen Reserve Footpath to Elim Christian</td>
<td>This project arose as an Auckland Transports Community Transport Project, designed to better manage</td>
<td>To be confirmed</td>
<td>$60,000</td>
</tr>
</tbody>
</table>
### College Junior Campus

Traffic volumes around Elim Christian College Junior Campus. It involves the construction of a 40 metre footpath through the reserve which is relatively straightforward. However, Auckland Transport will initially need to undertake a consultation exercise with the local residents.

### 12. Town Centre Festive Lighting

This project requires further direction from the local board on the desired locations. Whilst Stockade Hill is an established location for lighting in Howick, the sites in Pakuranga and Ormiston Town Centre are considered problematic.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Inclusive in physical works estimated budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.</td>
<td>Town Centre Festive Lighting</td>
<td>$50,000</td>
</tr>
</tbody>
</table>

### 13. Dick Quax Memorial Run

Proposed site for the memorial run is the Rotary Walkway. Way-markers and interpretative signage to be installed.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Inclusive in physical works estimated budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.</td>
<td>Dick Quax Memorial Run</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

### 14. Mangemangeroa Reserve Plan Implementation

A new development concept plan for the reserve is nearing completion. Recommended development priorities, the scope of which are unknown at this stage, will require implementation in stages.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Inclusive in physical works estimated budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.</td>
<td>Mangemangeroa Reserve Plan Implementation</td>
<td>$50,000 / $100,000</td>
</tr>
</tbody>
</table>

### Total Indicative Budgets

<table>
<thead>
<tr>
<th>Description</th>
<th>Estimated Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Junior Campus</td>
<td>$160,000</td>
</tr>
<tr>
<td>Town Centre Festive Lighting</td>
<td>$2,682,300</td>
</tr>
</tbody>
</table>

## Horopaki Context

8. The LDI capital fund was established to ensure that important locally improvement projects can be delivered in the community.

9. At a workshop on 13 November 2018 the local board discussed several potential projects that could be funded from the LDI capital fund and that deliver on the outcomes contained within the Howick Local Board Plan.

10. A draft project list was developed that the local board were subsequently asked to review and prioritise.

11. At a further workshop on 19 February 2019, the local board agreed on a draft LDI capital work programme and confirmed indicative budgets based on the best available information.

12. This draft programme was set out in a memorandum to the board dated 22 March and was discussed at a direction setting workshop on 28 March.

13. At the 28 March workshop the board requested that the draft programme be reported to a business meeting for formal consideration and decision.

14. The board also supported a number of other projects, but with no budget allocation at this stage. They are recorded in Table B below for the sake of completeness. These projects can be considered for approval in a future work programme.

### Table B
### Proposed Locally Driven Initiatives (LDI) Capital Work Programme

**Item 19**

<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barry Curtis Park Multisport Centre</td>
<td>This project is for future consideration when the development is better understood, and other potential funding sources are known.</td>
</tr>
<tr>
<td>Greenmount (Styak Lushington Park) Development</td>
<td>This project is for future consideration when the development is better understood, and other potential funding sources are known.</td>
</tr>
<tr>
<td>Lloyd Elsmore Park Improved Event Infrastructure</td>
<td>This project is for future consideration.</td>
</tr>
<tr>
<td>Howick Walking &amp; Cycling Network Plan</td>
<td>In October 2018 the local board adopted the plan and approved the following priority projects with indicative budgets:</td>
</tr>
<tr>
<td></td>
<td>• Lloyd Elsmore Park (<em>Route 1a</em> $715k, <em>Route 1b</em> $640k)</td>
</tr>
<tr>
<td></td>
<td>• Cascades Walkway (<em>Route 2a</em> $345k, <em>Route 2b</em> $285k, <em>Route 2c</em> $605k, <em>Route 2d</em> $208k)</td>
</tr>
<tr>
<td></td>
<td>• Cascades to Burswood (<em>Route 3</em> $770k)</td>
</tr>
<tr>
<td></td>
<td>• Elm Park to Riverhills Park (<em>Route 5</em> $1.35m)</td>
</tr>
<tr>
<td></td>
<td>• Ti Rakau Drive to Smales Road (<em>Route 6</em> $735k)</td>
</tr>
<tr>
<td></td>
<td>However, the local board have requested more details on the options before making a budget allocation. This investigation is currently underway.</td>
</tr>
<tr>
<td>Improved Disabled Access to Public Toilets</td>
<td>This project is for future consideration.</td>
</tr>
</tbody>
</table>

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

15. Investment in the LDI capital works projects will ensure that the Howick Local Board will continue to support projects that deliver new council owned assets that can be made for public use and benefit the local community.

16. The unallocated LDI Capex budget is an accumulation over a number of years and it is recommended that it is allocated in principle now to allow for council to plan for the delivery of the proposed projects.

17. A second option is to not make the recommended allocations in principle now. The second option is potentially problematic and not recommended as it may become difficult for council to deliver into the future, without allowing adequate lead time for both planning and delivery. In addition, there is a potential risk that unallocated LDI Capex will at some point not be able to be carried forward.

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

**Council group impacts and views**

18. This report has been prepared as a collaborative effort by staff from Community Facilities, Parks, Sports and Recreation and Local Board Services.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views

19. The proposed programme for LDI capital works projects has been considered by the local board in a series of workshops from November 2018 to March 2019. The views expressed by local board members have been incorporated.

20. The proposed LDI capital projects the achievement of the following 2017 Howick Local Board Plan priorities:
   - Involved and connected communities
   - Our future growth is managed effectively
   - A treasured environment
   - Our people are active and healthy
   - Valuing our cultural diversity.

21. Where the implementation of a project impacts on specific local communities, consultation with those communities will be undertaken.

Tauākī whakaaweawe Māori
Māori impact statement

22. The proposed programme for LDI capital works projects will be incorporated in the 2019/2020 Community Facilities work programme which ensures that all facilities and open space assets benefit the local community, including Māori. Where any aspects of the proposed work programme are anticipated to have a significant impact on sites of importance to mana whenua, appropriate engagement will be undertaken.

Ngā ritenga ā-pūtea
Financial implications

23. As at 19 February 2019 the unallocated LDI capital funding available to 30 June 2020 was approximately $4.1 million. The proposed programme for LDI capital works has an indicative total budget of $2,842,300. As such, local board approval will not have significant financial implications unless projects experience a significant cost estimate increase or decrease. Regular updates on projects will be provided to the board tracking expenditure and identifying any projects at risk of non-delivery.

24. Regular review of the proposed LDI capital works will allow the local board to advocate for the addition and/or removal of individual projects at the local board’s discretion.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

25. If the proposed programme for LDI capital projects is not approved in principle at this time, there is a risk that proposed projects may not be delivered within the 3-year Community Facilities work programme. As the individual projects proposed for LDI funding are implemented, the risks and mitigations associated with these projects will be addressed.

Ngā koringa ā-muri
Next steps

26. The proposed programme of LDI capital projects will be incorporated in the 3-year Community Facilities work programme beginning with financial year 2019/2020.

27. Implementation of the LDI capital projects will be reported regularly by staff through monthly and quarterly performance reports.
Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Jacqui Thompson Fell, Work Programme Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
Allocation of the Parks Response Fund, 2018-2019

Te take mō te pūrongo
Purpose of the report
To allocate the remaining $79,000 LDI opex from the Parks Response Fund.

Whakarāpopototanga matua
Executive summary
1. There is $79,000 LDI opex remaining in the Parks Response Fund for 2018-2019.
2. Staff recommend this is allocated to two projects.
3. A new board-wide Play Network Assessment is recommended to guide future investment in play experiences.
4. Assistance to Howick Gymnastics Club is recommended to ensure the viability of this club, which is an integral part of the new multi-sport project at Lloyd Elsmore Park (LEP).

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:

a) allocate the remaining $79,000 LDI opex from the Parks Response Fund as follows:
   • $39,000 for a Play Network Service Assessment
   • $40,000 to assist the Howick Gymnastics Club.

Horopaki
Context
5. A fund of $105,000 was established at the start of this financial year as a Parks Response Fund.
6. The fund must be allocated this financial year or it will be offered as savings.
7. To date $27,000 has been allocated – $20,000 has been spent on geotechnical investigation at Mangemangeroa Reserve and $7,000 has been spent to upgrade the skate park custodian service at Barry Curtis Park.
8. Staff workshopped two options for allocation of the remaining $79,000 budget on 18 April 2019.

Play Network Service Assessment
9. In the 2016-2017 financial year staff produced a Play Network Analysis to determine the current level of service provision for play across Howick Local Board’s 69 playgrounds.
10. Staff recommend updating and expanding the original play network assessment, and to include two focus areas: wheeled play and exercise equipment.
11. A Wheeled Play Assessment was suggested as a standalone line item in the upcoming Annual Work Programme (FY 2019-2020) but can be better incorporated into a wider play assessment. This will look at the service need for the development of wheeled play facilities to further enhance the play network.
Howick Gymnastics Club assistance

12. The Howick Gymnastics Club is a key group in the new LEP multi-sport project.
13. In the 2015-2016 financial year Howick Gymnastics were awarded $250,580 for the development of a new gymnastics facility (LEP multi-sport).
14. Howick Gymnastics Club presented to the Howick Local Board on Thursday 4 April. Their current landlord (Eastgate Christian Centre) has indicated they will be increasing rent by 7-10 per cent.
15. The club are currently already paying $115,000 per annum in rent and are unable to maintain this. The club have provided their recent financials which show they have been running at a deficit.
16. The club requested $50,000 per annum for 3 years from the board to allow them to continue operating.

Tātaritanga me ngā tohutohu
Analysis and advice

Play Network Service Assessment

17. The board have expressed an interest in several play related initiatives.
18. Play development projects can be significant investments, and a robust service assessment is required to ensure the best outcomes are achieved.
19. The final document will provide a future vision for Howick’s play network. The document can be adopted by the local board and will enable prioritisation of play development projects.

Howick Gymnastics Club assistance

20. Staff advise that the local board agree to allocate $40,000 to assist with the club’s rent for the first year, which can then be reviewed next financial year.
21. An increase to $125,000 in rent per annum will cause the club to fold. It is crucial the club survives until this facility is built.
22. Howick Gymnastics have confirmed this would be a lifeline and get them through the next year. Howick Gymnastics are willing to update the board at the board’s request.
23. Howick Gymnastics has historically been self-sufficient. They have not had usage of any council resources or council assistance, while others have.
24. In terms of equity, staff recommend Howick Gymnastics now receive assistance with their increase in rent until the new multi-sport facility has been completed and they have their own facility.
25. It should be noted that financial assistance to sports clubs from LDI opex is only considered under exceptional circumstances.

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

26. The Play Network Service Assessment will help to guide the physical works programme of Community Facilities.
27. Community Facilities have been engaged on this proposal and understand the deliverables and timelines involved.
28. The proposed decision on the Howick Gymnastics Club assistance has been discussed with the Community Grants team as the club had also applied for grant funding.
29. The views of council-controlled organisations were not required for the preparation of this report’s advice.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
30. The Play Network Service Assessment will help to ensure there is sufficient provision of play opportunities across the local board area.
31. Play is a key focus area for the board. Particularly, the board has expressed an interest in new wheeled play assets.
32. The Howick Gymnastics Club assistance will have a localised impact. However, the LEP multi-sport project is contingent on the club’s continued existent, and realising this asset is important for the whole board area.
33. The board indicated strong support for both these initiatives at a recent workshop.

Tauākī whakaaweawe Māori
Māori impact statement
34. The provision of quality play has broad benefits for Māori, including the promotion of good health, the fostering of strong family and community relationships and connection to the natural environment.
35. The assistance to the Howick Gymnastics Club will help to retain an important sporting/recreational opportunity in the area which can benefit the whole community, including Māori.

Ngā ritenga ā-pūtea
Financial implications
36. As the Parks Response Fund is LDI opex for the 2018-2019 financial year, if it is not allocated to specific projects it will be offered as savings.
37. The recommendations for the remaining $79,000 of the Parks Responses Fund are considered a prudent use of LDI. The Play Network Assessment will ensure effective future investment. The assistance to Howick Gymnastics will ensure the club can continue to play an integral role in the new LEP multi-sport project. Should this project fold, the money already invested will be lost.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
38. There is a risk of the local board losing the remainder of the Parks Response Fund if this money is not allocated by the end of the financial year.
39. There are no perceived risks around the Play Network Service Assessment.
40. The assistance to the Howick Gymnastics Club may be seen as setting a precedent. However, it has been made clear that this is only offered under exceptional circumstances, for the reasons described above.

Ngā koringa ā-muri
Next steps
41. A workshop will be held with the board in June/July to agree the scope of the Play Network Assessment.
42. PSR will prepare a funding agreement to allow the budget to be allocated to the Howick Gymnastics Club.
Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rob Gear - PSR Portfolio Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Mace Ward - General Manager Parks, Sports and Recreation</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
New road and private way names in the subdivision at 2A & 4 Greenhill Crescent, Pakuranga, by Meng Ao Investment Limited

Page 95

Te take mō te pūrongo
Purpose of the report
1. To seek approval from the Howick Local Board for road names for a new public road and private way in the subdivision at 2 & 4 Greenhill Crescent, Pakuranga by Meng Ao Investment Limited.

Whakarāpopototanga matua
Executive summary
2. Auckland Council has road naming guidelines that set out the requirements and criteria of the Council for the proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across the Auckland Region.

3. The Applicant has submitted the following names for consideration for the new public road and private way at 2A & 4 Greenhill Crescent, Pakuranga;
   • Te Meng Ao Lane or Way
   • Pikareka Lane
   • Meng Ao Lane or Way
   • Deer Lane or Way
   • Daqing Mountain Terrace (or Lane or Way).

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:

a) approve the new name ‘Te Meng Ao Lane’ for the new private way in the subdivision at 2 & 4 Greenhill Crescent, Pakuranga, in accordance with section 319(1)(j) of the Local Government Act 1974.

Horopaki
Context
4. An 11 lot residential of 2 & 4 Greenhill Crescent, Pakuranga was granted on 24 February 2015, referenced 45392 SP11533. Lot 11 will be the private way serving Lots 1 to Lot 9 (inclusive).

Tātaritanga me ngā tohutohu
Analysis and advice
5. Auckland Council’s road naming criteria typically require that road names reflect:
   • A historical or ancestral linkage to an area;
6. The applicant has proposed the following names for consideration for the new road at 2A & 4 Greenhill Crescent, Pakuranga:

<table>
<thead>
<tr>
<th>Preference</th>
<th>Proposed New Road Name (Road 2)</th>
<th>Meaning</th>
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</thead>
<tbody>
<tr>
<td>Preferred Name</td>
<td>Te Meng Ao Lane or Way</td>
<td>The developer’s name – This has been suggested by Ngai Tai Tamaki as a modification to the proposal of Meng Ao Lane proposed by the applicant and which means “The World of Meng”.</td>
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<tr>
<td>First Alternative</td>
<td>Pikareka Lane or Way</td>
<td>This has been suggested by Ngai Tai Ki Tamaki and means Fallow Deer.</td>
</tr>
<tr>
<td>Second Alternative</td>
<td>Meng Ao Lane or Way</td>
<td>This is the name proposed by the applicant and it’s the developer’s name.</td>
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</table>

7. The proposed suffixes of ‘Lane’ and ‘Way’ are deemed acceptable as they accurately describe the characteristics of the roads.

8. The names proposed by the Applicant are generally deemed to meet the road naming guidelines, although it is noted that ‘Meng Ao Lane or Way’ may not be appropriate due to their reference to the developer, hence the names ‘Te Meng Ao Lane or Way’ and ‘Pikareka Lane or Way’ may be a more appropriate.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
9. The decision sought for this report does not trigger any significant policy and is not considered to have any immediate impact on the Council.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
10. The decision sought for this report does not trigger any significant policy and is not considered to have any immediate impact on the community.

Tauākī whakaaweawe Māori
Māori impact statement
11. The Applicant has consulted with local iwi, and a response was received from Ngai Tai Ki Tamaki with the two names that are of first and second alternative and which, the applicant has put forward for the proposed new private way.

Ngā ritenga ā-pūtea
Financial implications
12. The applicant has responsibility for ensuring that appropriate signage will be installed once approval is obtained for the new road name.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
13. There are no significant risks to council as road naming is a routine part of the subdivision development process with consultation being a key part of the process.
Ngā koringa ā-muri

Next steps
14. Approved road names are notified to Land Information New Zealand who records them on their New Zealand wide land information database which includes street addresses issued by councils.

Ngā tāpirihanga

Attachments

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<tr>
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<tr>
<td>B</td>
<td>Scheme Plan</td>
<td>101</td>
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Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Toakase Akoteu-Tongotongo – Senior Subdivision Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>David Snowdon - Team Leader Subdivision</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
Howick Local Board
20 May 2019

Attachment 1 Locality Plan

New road and private way names in the subdivision at 2A & 4 Greenhill Crescent, Pakuranga, by Meng Ao Investment Limited
Proposal to classify a portion of Meadowlands Reserve and to grant a new community lease to Meadowlands Multisport Limited, 41R meadowland Drive, Howick

File No.: CP2019/06396

Te take mō te pūrongo
Purpose of the report
1. To endorse classification of Meadowlands Reserve as a classified recreation reserve subject to the provisions of the Reserves Act 1977.
2. To grant a new ground lease to Meadowlands Multisport Limited for the land at 41R Meadowland Drive, Somerville, Meadowland Reserve.

Whakarāpopototanga matua
Executive summary
3. Meadowlands Multisport Limited is an amalgamation of Howick Squash Club Incorporated, Cockle Bay Tennis Club Incorporated and Howick Softball Club (Fencibles) Incorporated.
4. Meadowlands Multisport Limited is an umbrella company formed to ensure the long-term maintenance and upkeep of the facility in order to provide a quality leisure and recreational facility for the community in the Howick and wider Pakuranga area.
5. Meadowlands Multisport Limited was incorporated as a company under the Companies Act 1993 on the 30 August 2010 and was then registered for charitable status on 4 February 2011.
6. Howick Squash Club Incorporated and Cockle Bay Tennis Club Incorporated have operative community lease agreements with Auckland Council for the land sited at 41R Meadowland Drive, Somerville, Meadowland Reserve.
7. The lease for Howick Squash Club Incorporated commenced 1 July 2000 and expired 30 June 2015. The lease has continued to roll over on a month by month basis.
8. The lease for Cockle Bay Tennis Club Incorporated commenced 1 May 2009 and will finally expire 30 April 2019.
9. Howick Softball Club (Fencibles) Incorporated does not have an operative lease agreement with council.
10. Meadowlands Multisport Limited has submitted a comprehensive application for a new community lease. The building and improvements on site are owned by Meadowlands Multisport Limited.
11. The Meadowlands Multisport Limited facility occupies a portion of Meadowland Reserve legally described as Lot 100 Deposited Plan 139785 comprising 3.5990 hectares contained in Part NA61C/518 (Cancelled) and Lot 101 Deposited Plan 148811 comprising 5,850 square metres and contained in NA87A/283. Both land parcels are unclassified recreation reserves subject to the provisions of the Reserves Act 1977.
12. Classification of these land parcels is required prior to a new lease being granted to Meadowlands Multisport Limited as per the provisions of the Reserves Act 1977.
13. This report recommends that the Howick Local Board exercise its delegated authority under Section 16 (2A) of the Reserves Act 1977 to classify all nine unclassified recreation reserve land parcels of Meadowlands Reserve as classified recreation reserve.
14. Subject to the classification being approved, this report also recommends the Howick Local Board grant a new ground lease to Meadowlands Multisport Limited.

15. In accordance with the Reserves Act 1977 and Section 4 of the Conservation Act 1987, Auckland Council must publicly notify and engage with iwi on its intention to grant the proposed new lease.

Ngā tūtohunga
Recommendation/s

That the Howick Local Board:

a) resolve pursuant to Section 16 (2A) of the Reserves Act 1977 to classify Lot 100 Deposited Plan 139785 and Lot 101 Deposited Plan 148811 and all other parcels comprising Meadowlands Reserve as classified recreation reserve.

b) subject to classification of the land being approved grant a new ground lease to Meadowlands Multisport Limited, for the land sited at 41R Meadowland Drive, Somerville, Meadowland Reserve on the following terms and conditions:

i) approve the public notification of Auckland Council’s intention to grant a new ground lease to Meadowlands Multisport Limited for the land at 41R Meadowland Drive, Somerville, Meadowland Reserve

ii) term – 10 years commencing 18 March 2019 with one 10 year right of renewal

iii) rent – $1.00 (plus GST) per annum if demanded

iv) delegate to the Chair to appoint a panel to consider submissions or objections received following the public notification of the intention to lease, and for the panel to decide in that regard

v) delegate to the Chair and Deputy Chair authority to approve the community outcomes plan to be attached to the lease as a schedule

vi) the operative community lease for Cockle Bay Tennis Club Incorporated will surrender upon a new lease being granted and executed to the Meadowlands Multisport Limited

vii) all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines 2012.

Horopaki
Context

16. This report considers classification of nine unclassified recreation reserve land parcels and a new ground lease to Meadowlands Multisport Limited.

17. A new community lease for Meadowlands Multisport Limited was discussed at a workshop with the Howick Local Board on 23 October 2018. No objections were raised at this time.

18. The Howick Local Board is the allocated authority relating to local, recreation, sport and community facilities, including community leasing matters.

The Land

19. The land occupied by Meadowlands Multisport Limited sited at 41R Meadowland Drive, Somerville, Meadowland Reserve, is legally described as Lot 100 Deposited Plan 139785 comprising 3.5990 hectares contained in Part NA61C/518 (Cancelled) and Lot 101 Deposited Plan 148811 comprising 5,850 square metres and contained in NA87A/283. Both
parcels of land are held in fee simple by the Auckland Council as unclassified recreation reserves subject to the Reserves Act 1977 (Attachment A).

20. While Meadowlands Multisport Limited currently lease Lot 100 and Lot 101, council staff will recommend that all the following nine unclassified land parcels making up Meadowlands Reserve be classified as recreation reserve:
   i) Lot 228 DP 156628 comprising 3770 square metres and contained in NA94A/629
   ii) Lot 223 DP 159580 comprising 4122 square metres and contained in NA95D/963
   iii) Lots 1 and 2 DP 157481 comprising 1693 and 1921 square metres respectively and both contained in NA94C/474
   iv) Lot 221 DP 156911 comprising 2840 square metres and contained in NA94B/365
   v) Lot 220 DP 155342 comprising 4291 square metres and contained in NA92D/608
   vi) Section 1 SO 70179 comprising 9079 square metres and contained in NA134D/251
   vii) Lot 101 DP 148811 comprising 5850 square metres and contained in NA87A/283
   viii) Lot 100 DP 139785 comprising 3.5990 hectares and contained in Part NA61C/518
        (Cancelled).

21. The Howick Local Board has delegated authority pursuant to Section 16 (2A) of the Reserves Act 1977 to classify unclassified recreation reserves.

22. Meadowlands Reserve is utilised by many recreation and sporting groups. Classifying these land parcels legitimises the permitted use of recreation actives on the land by Meadowlands Multisport Limited and other recreation users.

Tātaritanga me ngā tohutohu
Analysis and advice

The Facility
23. The facility is owned and managed by Meadowlands Multisport Limited. The facility is in excellent condition, fit for purpose.

24. The two-storey facility has a viewing platform that links the Howick Squash Club and Cockle Bay Tennis Club buildings together with an attached softball clubroom extension on the far-left side of the building.

25. The facility has eight synthetic grass tennis courts, four glass-backed squash courts, a Pro Shop catering for squash and tennis, office space, viewing deck, shower and toilet facilities, lounge and conference rooms, a commercial kitchen and separate kitchenette.

26. The facility supports the Howick Local Board Plan 2017 to provide access to quality leisure and recreational facilities for all ages and abilities and ensuring that our people are active and healthy.

Howick Squash Club Incorporated

28. The primary objective of the club is to provide the facilities to promote and encourage the playing of the game of squash.

29. The lease for Howick Squash Club Incorporated commenced 1 July 2000 and expired 30 June 2015. The lease has continued to roll over on a month by month basis.

30. The portion of the facility occupied by the squash club has four glass-backed squash courts that are well-lit and in excellent condition. It has two moveable walls that allow for doubles matches and tiered seating behind each court allows public viewing of tournaments and exhibition matches.
31. The club has a strong membership of over 400 members and continues to increase each year.

**Cockle Bay Tennis Club Incorporated**

32. The lease for Cockle Bay Tennis Club Incorporated commenced 1 May 2009 and will finally expire 30 April 2019.

33. Cockle Bay Tennis Club Incorporated was established in 1974 and registered as an incorporated society on 8 November 1978.

34. In 1988 the former Manukau City Council supported the club to expand its facilities at Meadowlands Drive, owning to rapid residential growth in the area. By 1993, six floodlit tennis courts and a small clubhouse were built. Two additional astro turf courts were later installed.

35. The clubs’ membership has continued to grow steadily with a significant jump in 2009 resulting from the transfer of approximately 100 members from the disbanding Macleans Tennis Club.

36. The current membership is in excess of 450 members, including approximately 200 juniors.

37. The club has achieved several accolades including Tennis Auckland’s Club of the Year award in 2010 as well as the Marketing, Promotion and Membership award in 2014.

**Howick Softball Club (Fencibles) Incorporated**

38. Howick Softball Club (Fencibles) Incorporated was established in the 1970s and registered as an incorporated society on 13 April 1973.

39. Meadowland Reserve accommodates six diamond pitches that are used to host national and regional tournaments.

40. The club has a paying membership of over 600 and more than 400 affiliated members.

41. The club reaches out to local schools to promote and recruit new members.

42. The activity of all three clubs, together with the use of the facility, supports the local board plan in that it serves the community’s need by providing quality recreation and leisure activities and facilities to people of all ages and abilities to use and responds to the needs of the growing community. It also encourages healthy and active lifestyles for the community.

**Meadowlands Multisport Limited**

43. The activities of all three sports groups align with the Howick Local Board Plan 2017 to provide quality leisure and recreational facilities for all ages and abilities and ensuring that our people are active and healthy.

44. To provide for the long-term maintenance and upkeep of the facility, the three clubs decided to form an umbrella organisation to manage it.

45. Meadowlands Multisport Limited was incorporated as a company under the Companies Act 1993 on the 30 August 2010 and registered for charitable status on 4 February 2011.

46. The recommended term for a lease where the tenant club owns the building is ten years with one ten year right of renewal in accordance with the Auckland Council Community Occupancy Guidelines 2012.

47. Council staff are negotiating a Community Outcomes Plan with Meadowlands Multisport Limited which the report recommends will be submitted to the Chair and Deputy Chair for approval to be attached as a schedule to the lease deed.

48. The financial accounts provided indicate that Meadowlands Multisport Limited funds are sufficient to meet its liabilities and are being managed appropriately.

49. Meadowlands Multisport Limited has all necessary insurance cover, including public liability insurance in place.
50. Council staff are required to undertake public notification and iwi engagement for both the classification of the reserve and new community lease in accord with the Reserves Act 1977 and the Conservation Act 1987.

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

**Council group impacts and views**

51. The proposed decision has no identified impacts on other parts of the council group. The views of the council-controlled organisations were not required for the preparation of this report’s advice.

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

**Local impacts and local board views**

52. The recommendations within this report fall within the local board’s allocated authority relating to local, recreation, sports and community facilities.

53. At its workshop on 23 October 2018, the local board expressed support for Meadowlands Multisport Limited and the proposed new lease.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

54. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader legal obligations to Māori. The council recognises these responsibilities are distinct from the Crown’s Treaty obligations and fall within a local government Tāmaki Makaurau context. These commitments are articulated in the council’s key strategic planning documents, the Auckland Plan, the Long-term Plan 2018-2028, the Unitary Plan and Local Board Plans.

55. Iwi engagement was undertaken between 25 February and 25th March 2019 with the iwi groups identified as having an interest in land in the Howick Local Board area.

56. Engagement included:
   i. a mana whenua forum presentation held at the Auckland Council Manukau Civic Building
   ii. written advice of the proposal to classify the land to recreation reserve and to grant a new ground lease to Meadowlands Multisport Limited was sent to iwi groups with an interest in the Howick Local Board area.

57. No objection to either proposal was received.

58. The above meets the requirements of Section 4 of the Conservation Act 1987 that council consult with iwi.

**Ngā ritenga ā-pūtea**

**Financial implications**

59. Once the classification approval is resolved by the board staff will arrange for publication of notice in the Gazette confirming the classification. The cost of this will be borne by Community Facilities.

60. Public notification costs of the intention to grant a new ground lease will also be borne by Community Facilities.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

61. Should the Howick Local Board resolve not to grant the Meadowlands Multisport Limited a new community lease, this decision may materially affect the group’s ability to undertake its core activities.
62. Provided there are no objections to the public notification to classify the land and grant a new ground lease, council staff advise that the benefits to the community as recommended outweigh any risks.

Ngā koringa ā-muri

Next steps

63. Subject to the grant of a new community lease, Auckland Council staff will work with Meadowlands Multisport Limited to finalise the lease documentation.

Ngā tāpirihanga

Attachments

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<tr>
<td>A</td>
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Ngā kaihaina

Signatories

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<tr>
<th>Author</th>
<th></th>
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<tbody>
<tr>
<td>Author</td>
<td>Tony Setefano - Community Facilities Graduate</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
Site Plan – 41R Meadowland Drive, Meadowlands Reserve

Leased area – Highlighted in Yellow

Land to be classified – Outlined in Red
Proposal to grant new community leases to The Royal New Zealand Plunket Trust and Pakuranga Rugby League Community Sports Club Incorporated

File No.: CP2019/06400

Te take mō te pūrongo
Purpose of the report

1. To grant a new community lease to Royal New Zealand Plunket Trust at the Bucklands Beach and Eastern War Memorial Hall located at 48 The Parade, Bucklands Beach.

2. To grant a new community lease to the Pakuranga Rugby League Community Sports Club Incorporated at 27R William Roberts Road, Ti Rakau Park, Pakuranga.

Whakarāpopototanga matua
Executive summary

The Royal New Zealand Plunket Trust

3. The Royal New Zealand Plunket Trust (Plunket) seeks a new community lease to occupy the Plunket room at the Bucklands Beach and Eastern War Memorial Hall located at 48 The Parade, Bucklands Beach.

4. The hall is owned by Auckland Council and currently managed by Community Places.

5. Plunket had previously occupied the Plunket room but vacated the premises in late 2016 as the premises were unfit for their change of service from car seat operation to a clinic.

6. The Plunket room has undergone renewal works to ensure that it is fit for purpose. These works are now complete.

7. Plunket has indicated its desire to resume its occupation of the Plunket room under a community lease agreement rather than the current hire agreement. A community lease will provide Plunket with both secure and legal tenancy to occupy the space as a clinic on a long-term basis. The current booking method does not fit the service they provide to the community.

8. Community Places has confirmed that they have no alternative use for the Plunket room and have agreed to enter into a five-month temporary agreement with Plunket until Community Leasing staff have the opportunity to discuss the occupancy with the Howick Local Board.

9. Community Leasing and Community Places support transferring management of the Plunket room from Community Places to Community Facilities and to operate using a community lease agreement.

10. The recommendation aligns with the Howick Local Board Plan 2017 outcome: involved and connected communities.

Pakuranga Rugby League Community Sports Club Incorporated

11. The Pakuranga Rugby League Community Sports Club Incorporated (PRLCSC) seeks a new community lease for the land at 27R William Roberts Road, Ti Rakau Park, Pakuranga. The lease commenced 1 April 2009 and expired 31 March 2019. It is currently on a month by month roll over.

12. This report recommends the Howick Local Board grant new community leases to Plunket and PRLCSC.
Ngā tūtohunga
Recommendation/s

That the Howick Local Board:

a) endorse the transfer of management of the Plunket room at Bucklands and Eastern Beach War Memorial Hall from Community Places to Community Facilities.

b) grant a new community lease to Royal New Zealand Plunket Trust for the Plunket room at 48 The Parade, Bucklands Beach on land legally described as Lot 3 Deposited Plan 16356, comprising 799 square metres, and contained in Certificate of Title NA454/13 (refer to Attachment A) subject to the following terms and conditions:
   i) term – initial term of five years commencing 20 May 2019 with one five year right of renewal with final expiry 19 May 2029
   ii) rent – one dollar ($1.00) plus GST per annum if requested
   iii) maintenance fee – $250.00 plus GST per annum
   iv) delegate authority to the Chair and Deputy Chair to approve the Community Outcomes Plan to be attached to the lease as a schedule
   v) all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines 2012.

c) grant a new community lease to Pakuranga Rugby League Community Sports Club Incorporated for the land comprising 520m$^2$ (more or less) of the land at 27R William Roberts Road, Ti Rakau Park, Pakuranga legally described as Lot 1 DP 51777 comprising 5.9273 ha and contained in NA21A/916 (Part-Cancelled) (refer to Attachment B) subject to the following terms and conditions:
   i) approve the public notification of Auckland Council's intention to grant a new ground lease to Pakuranga Rugby League Community Sports Club for the land at 27R William Roberts Road, Ti Rakau Park Pakuranga
   ii) term – initial term of 10 years commencing 20 May 2019 with one 10-year right of renewal with final expiry 19 May 2039
   iii) rent – one dollar ($1.00) plus GST per annum if requested
   iv) delegate authority to the Chair and Deputy Chair to approve the Community Outcomes Plan to be attached to the lease as a schedule
   v) all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines 2012.

Horopaki
Context

13. This report considers new community leases to Plunket and PRLCSC.

14. The Howick Local Board is the allocated authority relating to local, recreation, sport and community facilities, including community leasing matters.

Tātaritanga me ngā tohutohu
Analysis and advice

The Royal New Zealand Plunket Trust

15. The Buckland’s and Eastern Beach War Memorial Hall is managed by Community Places as a venue for hire.

16. The Plunket room is located on land legally described as Lot 3 Deposited Plan 16356, comprising 799 square metres, and contained in Certificate of Title NA454/13. Lot 3 is currently held in fee simple by the Auckland Council as a classified local purpose (community buildings) reserve and subject to the provisions of the Reserves Act 1977.
17. The Plunket room is approximately 50 square metres (more or less).
18. Plunket had previously occupied the Plunket room as a clinic but was later used by their car seat rental operation. When the car seat service ceased to operate in late 2016, Plunket staff advised the interior of the room was not suitable for clinical or community services until it has been refurbished.
19. Plunket indicated its desire to resume occupation of the Plunket room and to use it as a clinic once the interior has been refurbished. Renewal works were completed on 21 December 2018.
20. Plunket is currently occupying the Plunket room on a four-month service agreement with Community Places for the period between 31 January and 31 May 2019.
21. Community Places has confirmed it has no alternative need for the Plunket room area and it is not space they hire out.
22. Council staff propose that the Howick Local Board endorse the change of management for the space occupied by Plunket at the Buckland’s and Eastern Beach War Memorial Hall from Community Places to Community Facilities. The space will be managed by Community Facilities and occupied using a community lease agreement.
23. Plunket has submitted a comprehensive application in support of a new community lease.
24. Plunket is a national not-for-profit organisation, community-owned and governed, and is the leading provider of well child and family health services.
25. The Plunket programmes are designed to support families with young children by offering a range of activities including clinical health services, support groups and initiatives, educational courses and health promotion.
26. The programmes provide practical help, inform and support, and where necessary links families to more specialised help within the community. These programmes also include free home and clinic visits.
27. The clinics also inform families on other Plunket services provided such as car seats, play groups, toy libraries, parents groups, and family centres.
28. Plunket are committed to providing universal access to services for all children and families regardless of ethnicity, location or financial means.
29. The recommended term for a group occupying a council-owned building is an initial term of five years with one five-year right of renewal in accordance with the Auckland Council Community Occupancy Guidelines 2012.
30. Council staff are negotiating a Community Outcomes Plan with Plunket which the report recommends will be submitted to the Chair and Deputy Chair for approval to be attached as a schedule to the lease deed.
31. The financial accounts provided indicate that Plunket funds are sufficient to meet its liabilities and are being managed appropriately.
32. Plunket has all necessary insurance cover, including public liability insurance in place.

**Pakuranga Rugby League Community Sports Club Incorporated**

33. The PRLCSC was established in 1968 and registered as an incorporated society on 27 August 1970.
34. The primary objective of PRLCSC is to promote, foster and grow the game of rugby league football.
35. The lease for PRLCSC commenced 1 April 2009 and expired 31 March 2019. It is currently on a month by month roll over.
36. The land at Ti Rakau Park occupied by PRLCSC is legally described as Lot 1 DP 51777 comprising 5.9273 ha and contained in NA21A/916 (Part-Cancelled). The land is held in fee simple by the Auckland Council as a classified recreation reserve.

37. There is no Reserve Management Plan for Ti Rakau Park so before granting a new lease public notification and iwi consultation is required to be undertaken.

38. The clubroom is owned by PRLCSC and comprises a large open floor space, a kitchen, toilet and storage areas and disability access. The building is in excellent condition, fit for purpose.

39. The clubroom is also used by a senior citizens group, a Cook Islands dance class, a gymnastics group and is hired out every year to host Diwali and Chinese New Year celebrations. The hiring out of the clubroom assists with fundraising efforts.

40. Ti Rakau Park is used by PRLCSC to host rugby league and tag football games in the winter and touch rugby in the summer. It is also used as training grounds for the club every day.

41. PRLCSC is managed by four part-time staff and 10 part-time volunteers with a paid membership of 620 members.

42. PRLCSC is affiliated with Auckland Rugby League (ARL). The ARL strategic plan focuses on five key pillars, being; profile, relationship, funding, growth and facilities. These five pillars aim to grow its rugby league community by providing pathways and leadership that fosters life-long involvement.

43. The activity of the PRLCSC, together with the clubroom and use of Ti Rakau Park Reserve supports the local board plan in that it serves the community’s need by providing quality recreation and leisure facilities to people of all ages and abilities to use and responding to the needs of the growing community.

44. The recommended term for a tenant owned building is an initial term of 10 years with one 10-year right of renewal in accordance with the Auckland Council Community Occupancy Guidelines 2012.

45. Council staff are negotiating a Community Outcomes Plan with PRLCSC which the report recommends will be submitted to the Chair and Deputy Chair for approval to be attached as a schedule to the lease deed.

46. The financial accounts provided indicate that PRLCSC funds are sufficient to meet its liabilities and are being managed appropriately.

47. PRLCSC has all necessary insurance cover, including public liability insurance in place.

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

The Royal New Zealand Plunket Trust
48. The proposal to grant a new community lease to Plunket has been discussed with Community Places.

49. Community Places has confirmed it has no alternative need for the Plunket room and it is not a space which they hire out.

50. Community Leasing and Community Places support transferring management of the Plunket room from Community Places to Community Facilities and to occupy on a community lease agreement.

Pakuranga Rugby League Community Sports Club Incorporated
51. The proposal to grant a new community lease to PRLCSC has been discussed with Parks Sport and Recreation and Auckland Transport in regard to the Eastern Busways Project (the project).
52. Leasing staff and Auckland Transport held consultation sessions with PRLCSC to discuss the impact of the project primarily on Reeves and William Roberts Roads.

53. The project will not affect the lease area, which is the footprint of the clubroom (refer to Attachment B).

54. PRLCSC have contemplated the impact of the project against their current operations and identified parking and access to the facility as an issue, especially during the initial construction phase.

55. PRLCSC and council staff advise that the club can maintain their current operations in the long-term.

56. Before granting a new lease, public notification and iwi consultation is required as there is no Reserve Management Plan for Ti Rakau Park.

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

57. At its workshop on 28 February 2019, the local board expressed support for both community groups and the proposed new leases.

58. The recommendations within this report fall within the local board’s delegated authority relating to local, recreation, sport and community facilities, including community leasing matters.

Tauākī whakaaweawe Māori
Māori impact statement

59. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader legal obligations to Māori. The council recognises these responsibilities are distinct from the Crown’s Treaty obligations and fall within a local government Tāmaki Makaurau context. These commitments are articulated in the council’s key strategic planning documents the Auckland Plan, the Long-term Plan 2015-2025, the Unitary Plan and individual local board plans.

60. Support for Māori initiatives and outcomes are detailed in Whiria Te Muka Tangata, Auckland Council’s Māori Responsiveness Framework. An aim of community leasing is to increase Māori wellbeing through targeted support for Māori community development projects. Additionally, it seeks to improve access to facilities and participation for Māori living in the Howick Local Board area.

61. Iwi engagement was undertaken between 5 March and 8 April 2019 with the iwi groups identified as having an interest in land in the Howick Local Board area.

62. No objection to the proposal to grant new community leases to either group were received.

Ngā ritenga ā-pūtea
Financial implications

63. Public notification costs of the intention to grant a new ground lease to PRLCSC will be borne by Community Facilities.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

64. Should the Howick Local Board resolve not to grant either community group with a new community lease, this decision will materially affect their ability to provide services to the Howick community.
65. Provided there are no objections to the public notification to grant a new ground lease to PRLCSC, staff advise that the benefits to the community of granting the new leases as recommended outweigh any risks.

**Ngā koringa ā-muri**

**Next steps**

66. Subject to the local board approval to grant new community leases to both community groups, council staff will work with the groups to formalise the lease documents.

**Ngā tāpirihanga**

**Attachments**

<table>
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<td>Attachment A - The Royal New Zealand Plunket Trust Site Plan and Lease Area</td>
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<tr>
<td>B</td>
<td>Attachment B - Pakuranga Rugby League Community Sports Club Site Plan and Lease Area</td>
<td>119</td>
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**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tony Setefano - Community Facilities Graduate</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
Leased area is approximately 50 square metres (more or less) and outlined in red above.
Attachment B: Site Plan and Lease Area
27R William Roberts Road, Ti Rakau Park, Pakuranga

Lease area is approximately 520 square metres (more or less) and outlined in red above
Urgent decision - Howick Local Board feedback on the Department of Conservation proposal to revoke the Reserves Act 1977 delegations

File No.: CP2019/06777

Te take mō te pūrongo
Purpose of the report

1. To inform the Howick Local Board that an urgent decision was made to provide board feedback regarding the Department of Conservation proposal to revoke the Reserves Act 1977 delegations.

Whakarāpopototanga matua
Executive summary

2. At the 24 November 2016 Howick Local Board meeting the board considered the urgent decisions process and passed resolution HW/2016/342:

That the Howick Local Board:
   a) adopt the urgent decision-making process for matters that require a decision where it is not practical to call the full board together and meet the requirement of a quorum;
   b) delegate authority to the chair and deputy chair, or any person acting in these roles, to make urgent decisions on behalf of the local board;
   c) agree that the relationship manager, chair and deputy chair (or any person/s acting in these roles) will authorise the urgent decision-making process by signing off the authorisation memo;
   d) note that all urgent decisions will be reported to the next ordinary meeting of the local board. CARRIED

3. Auckland Council received notification of a proposal to revoke the Reserves Management Act 1977 delegations to Territorial Authorities by the Department of Conservation. A draft submission was prepared by staff and local boards had an opportunity to provide formal feedback on the draft Auckland Council submission by Wednesday 24 April.

4. An urgent decision was required because the proposal relates to core responsibilities of local board decision making and the timeframes to submit formal feedback was before the next scheduled local board business meeting on Monday 20 May.

5. Details are contained in the urgent decision document included with this report as Attachment A.

Ngā tūtohunga
Recommendation/s

That the Howick Local Board:

a) note the decision made under the urgent decision-making process on 23 April 2019, providing formal local board feedback on the Department of Conservation proposal to revoke the Reserves Act 1977 delegations.
Ngā tāpirihanga
Attachments

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<tr>
<td>A</td>
<td>Urgent Decision Request of the Howick Local Board</td>
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<tr>
<td>B</td>
<td>Howick Local Board Feedback on the Department of Conservation proposal to revoke the Reserves Act 1977 delegations</td>
<td>145</td>
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Vanessa Phillips - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
Memo

To: Nina Siers – Relationship Manager Howick Local Board
From: Vanessa Phillips – Democracy Advisor Howick

Subject: Urgent decision request of the Howick Local Board

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

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

Reason for the urgency
There is an opportunity for Auckland Council to make a submission regarding the Department of Conservation’s proposal to revoke certain Ministerial delegations which are currently made to territorial authorities under the Reserves Act 1977.

The Howick Local Board’s next scheduled business meeting is Monday 20 May 2019.

The case for an urgent decision is due to the need for local board input into the Auckland Council submission to be made by 24 April 2019, prior to the next business meeting. This deadline exists to allow the input to be considered in order for the submission to be approved by the Environment and Community Committee on 14 May 2019 and the feedback to meet the Department of Conservation deadline of 17 May 2019.

Local boards have the opportunity to provide feedback on the draft Auckland Council submission, so that their views can be considered by staff drafting the submission. All formal local board feedback will also be appended to the final Auckland Council submission.

The proposal relates to core responsibilities of local board decision making under the Auckland Council shared governance model and could have far reaching time and cost implications.

The urgent decision will be reported to the full local board during the next scheduled meeting on Monday 20 May 2019.

Decision sought from the chair and deputy chair (or any person acting in these roles)
That the Howick Local Board:

a) endorse the proposed Auckland Council submission (Attachment A) to the Department of Conservation on the proposed revocation of certain delegations to Territorial Authorities under the Reserves Act 1977.

b) note that the proposed Auckland Council submission will be recommended to Environment and Community Committee for their approval on 14 May 2019 and subject to any amendments recommended by the committee sent to the Department of Conservation by the due date of 17 May 2019.
Background
The Department of Conservation wrote to all territorial authorities on 14 March 2019 seeking feedback on a proposal to revoke most Ministerial powers currently delegated to councils under the Reserves Act 1977. Territorial authorities have exercised these powers since 2013. The letter and associated table outlining the proposed changes are attached to this memo as (Attachment B).

If the proposal were to proceed, it would mean most decisions regarding local reserves will require Minister of Conservation approval, in addition to the relevant decision made by the local board. These delegated "supervisory" Ministerial decisions currently sit with the Governing Body and have been sub-delegated to staff.

There are likely to be time delays on decisions as well as costs associated. It is assumed that there would also be a considerable increase in staffing resources required to process decisions for local parks under the Reserves Act 1977 throughout New Zealand.

Attachments
Attachment A – Proposed submission to the Department of Conservation on the proposed revocation of certain delegations to Territorial Authorities under the Reserves Act 1977.
Attachment B – Letter from Planning, Permissions and Land Direct, Department of Conservation, and table of proposed delegations for revocation

Authorisation of the urgent decision-making process

Signed by Nina Siers
Relationship Manager, Howick Local Board Date 23 April, 2019

Approval to use the urgent decision-making process

David Collings
Chairperson, Howick Local Board Date 23 April, 2019

Katrina Bungard
Deputy Chairperson, Howick Local Board Date 23 April, 2019
Howick Local Board Resolution/s

That the Howick Local Board:

a) endorse the proposed Auckland Council submission (Attachment A) to the Department of Conservation on the proposed revocation of certain delegations to Territorial Authorities under the Reserves Act 1977.

b) note that the proposed Auckland Council submission will be recommended to Environment and Community Committee for their approval on 14 May 2019 and subject to any amendments recommended by the committee sent to the Department of Conservation by the due date of 17 May 2019.

David Collings
Chairperson, Howick Local Board Date 23 April 2019

Katrina Bungard
Deputy Chairperson, Howick Local Board Date 23 April 2019
Attachment A

Submission to the Department of Conservation

In the matter of the proposal on the revocation of certain delegations to territorial authorities under the Reserves Act 1977

Auckland Council, (X) May – 2019
Mihimihi

Ka mihi ake ai ki ngā maunga here kōrero,
ki ngā pari whakarongo tai,
ki ngā awa tuku kiri o ōna manawhouna,
ōna mana ā-iwi takotake mai, tauiti atu.
Tāmaki – makeau a te rau, muraau a te tini, wenerau a te mano.
Kāhore tō rito i te ao.

I greet the mountains, repository of all that has been said of this place,
there I greet the cliffs that have heard the ebb and flow of the tides of time,
and the rivers that cleansed the forebears of all who came those born of this land
and the newcomers among us all.
Auckland – beloved of hundreds, famed among the multitude, envy of thousands.
You are unique in the world.
Submission to the Department of Conservation.

1. This submission is from Auckland Council (the council) and has been approved by the Environment and Community Committee.

**Key Points**

2. The council does not support the proposal to revoke 44 of the 50 Ministerial powers within the Reserves Act 1977, delegated to local authorities. The reasons for this are outlined below:

3. Substantive justification for the proposed revocation of delegations has not been proved, and cannot be supported by Auckland Council. The council recommends that the Minister be advised that:
   - the Court of Appeal did not make a decision on the lawfulness of the Ministerial delegations to local authorities under the Reserves Act 1977
   - the Opua decision has been appealed to the Supreme Court
   - the leading court decision on Ministerial delegations to local authorities under the Reserves Act 1977 is the 2004 High Court decision of Gibbs v New Plymouth District Council Civ 2004-443-115
   - there is no justification to change the current Ministerial delegation as the leading court decision supports Ministerial delegations to local authorities under the Reserves Act 1977 as lawful.

4. A clear identification of the problems exercising dual delegations by councils under the Act is lacking and undermines local decision-making and community outcomes. The council recommends that the Minister be advised that:
   - Auckland Council, like other local authorities is very capable and experienced at differentiating and making decisions under the Act as both the administering body and under Ministerial delegation
   - Auckland Council has in the exercise of delegation fulfilled the supervisory intent of the Ministerial powers, to ensure compliance with the requirements of the Act
   - it would be a backwards step to undo decision-making at the local level for local communities. It will cause delay in delivering a range of health, wellbeing and social outcomes under the Auckland Plan for our communities
   - Auckland Council has robust processes and systems to appropriately manage potential or actual conflicts of interest when exercising dual decision-making, including having regard to the Reserves Act Guide 2004. This mitigates the risk raised by the judicial comments in the Opua decision
the most appropriate place to identify concerns and responses to specific practice by
council when exercising dual decision-making (administering body and under Ministerial
delegation) under the Act is through an update of the Reserves Act Guide 2004. A review
that we note has been pending for several years.

5. Delays in Ministerial decision-making would be inevitable and would be at the expense of local
   communities. The council recommend that the Minister be advised that:
   - revoking Ministerial delegations will add significant delays to all Reserves Act 1977
     processes
   - Auckland Council’s ability to be responsive to communities and the changing needs of
     customers will be severely impacted. This could lead to a decline in trust and confidence.

Ngā koringa ā-muri/Next Steps

6. Auckland Council is available to discuss and provide its view to the Minister of Conservation
   before a decision is made. This is essential given the number of reserves held under Reserves
   Act 1977 in Tāmaki Makaurau and the number of New Zealanders we serve.

7. We also strongly urge the Minister to talk to a range of local authorities, including Local
   Government New Zealand, before making a decision.

Horopaki/Context

8. This submission responds to correspondence from the Department of Conservation (the
   Department) to all Chief Executives of Territorial Authorities dated 14 March 2019.

9. The Department requested feedback on a proposal to revoke Ministerial powers under the
   Reserves Act 1977 (the Act) currently delegated to councils. It proposes to revoke 44 of the 50
   Ministerial powers currently delegated to local authorities.

10. The Department also requested that territorial authorities identify any new delegation
    proposals that would improve efficiencies.

Tunga whānui/Overall Position

Substantive justification for the proposed revocation of delegations has not been proved, and
cannot be supported by Auckland Council

11. The council does not support the proposal to revoke 44 of the 50 Ministerial powers,
    delegated to territorial authorities under the Reserves Act 1977.

12. The Department has provided no substantive justification for the proposal.

13. The Department is seeking to justify changes to Ministerial delegations based solely on
    comments made by the Court of Appeal in its decision of Opua Coastal Preservation Inc v Far
    North District Council [2018] NZCA 262. The Department has expressed a view of the case
    that:
    - some of the existing Ministerial powers delegated to a council could be potentially
      unlawful
councils could have a conflict of interest when they make a decision and then use the delegated Ministerial powers

the requirements for the Minister to consult with the council, may mean that council consults with itself, which is potentially another conflict of interest.

14. We are concerned that the Department is seeking to take action in response to the Opua decision, yet the court did not reach a conclusion on the lawfulness of the dual decision-making process in this case. The Department, in undertaking this review, expressly acknowledges that the Court may have decided about the legality of the delegation of Ministerial powers had the Court considered it.

15. Auckland Council respectfully submits that the Department is erring in its advice to the Minister of Conservation regarding the voracity of the comments made by the Court of Appeal.

16. The Opua decision has been appealed to the Supreme Court, which could make any changes premature.

The Department has overlooked case law on the lawfulness of Ministerial delegations

17. The leading decision on Ministerial delegations to local authorities under the Act, is the 2004 High Court decision of Gibbs v New Plymouth District Council CIV 2004-443-115.

18. This decision supports the Ministerial delegations to local authorities as lawful.

19. The council argues that this legal case should be relied on, rather than judicial comments on a case under appeal to the Supreme Court.

20. We recommend that the Minister be advised that:

• the Court of Appeal did not make a decision on the lawfulness of the Ministerial delegations to local authorities under the Reserves Act 1977

• the Opua decision has been appealed to the Supreme Court

• the leading court decision on Ministerial delegations to local authorities under the Reserves Act 1977 is the 2004 High Court decision of Gibbs v New Plymouth District Council CIV 2004-443-115

• there is no justification to change the current Ministerial delegation as the leading court decision supports Ministerial delegations to local authorities under the Reserves Act 1977 as lawful.

A clear identification of the problems exercising dual delegations by councils under the Act is lacking and underlines local decision-making and community outcomes

21. Delegation of Ministerial powers to local authorities under the Reserves Act 1977 have taken place since 1999. This was intended to deliver three primary outcomes:

• devolution of a high level of decision-making to local authorities

• greater flexibility in the approach to reserves management

• standardisation and updating of process and terminology.
22. Further delegation of the Ministerial powers to local authorities in 2013 sought to allow for improved decision-making at a local level. It also recognised that the Ministerial powers were supervisory to ensure compliance with the requirements of the Act.

23. The council does not support any proposal that will undermine the primary outcomes sought from improved delegation under the Act. It would be a backwards step to unwind decision-making at the local level and to disempower local communities. There is also a risk that the proposed changes will reduce our ability to deliver a range of health, wellbeing and social outcomes under the Auckland Plan for our communities.

_Auckland Council has experience and clear systems and processes to exercise its responsibilities and delegations under the Act_

24. There is no clear and compelling problem definition to support the Department’s proposal. No evidence has been provided by the Department to illustrate unlawful or persistent problems by local authorities exercising dual decision-making under the Act. No evidence has also been provided about local authorities being unable to recognise and manage potential or actual conflict of interest in dual decision-making.

25. The council has more than 20-years’ experience exercising its responsibilities and delegations under the Act. We have invested in clear systems and processes to discharge our functions under the Act and to lawfully use Ministerial delegations.

26. Auckland Council, like other local authorities, is very capable of differentiating and making dual decisions under the Act as both the administering body and under Ministerial delegation.

27. The council has exercised these Ministerial delegations lawfully and responsibly in service to local communities. We have fulfilled the supervisory intent of the delegated Ministerial powers, to ensure compliance with the requirements of the Act.

28. Elected members across Auckland Council are experienced at making decisions in an independent and objective manner. This includes making many separate decisions with different legal requirements and acting in different statutory roles. This is business as usual for local authority decision-makers.

29. Auckland Council as a unitary authority frequently balances both territorial and regional responsibilities and the inherent conflicts of interest that some of these responsibilities pose. The dual governance structure made up of the Governing Body: Mayor and 20 councillors; and 21 local boards also provides an additional layer of challenge and scrutiny in decision-making.

30. Elected officials are supported in their decision-making capacity with formal training and staff advice.

31. We have processes and systems to manage any actual and potential conflicts of interest, particularly for dual decision-making situations: as an administering body, under Ministerial delegation, in quasi-judicial circumstances and as a territorial authority with regional council oversight.

32. These dual roles are frequently implemented for the same proposal. Key examples include landowner and resource consent approval; asset-owner, service provider and environmental compliance, monitoring and enforcement.
33. The council considers that the many processes, systems and practices we have in place allow legally robust dual decision-making while managing any potential or actual conflict of interest. This mitigates the risk raised by the judicial comments in the Opua decision.

34. We are also guided by the Reserves Act Guide 2004 and through sharing and debating practice with other local authorities and officials from the Department.

35. The council recommends that the Minister be advised that:
   - Auckland Council, like other local authorities is very capable and experienced at differentiating and making decisions under the Act as both the administering body and under Ministerial delegation
   - Auckland Council has in the exercise of delegation fulfilled the supervisory intent of the Ministerial powers, to ensure compliance with the requirements of the Act
   - it would be a backwards step to undo decision-making at the local level for local communities. It will cause delay in delivering a range of health, wellbeing and social outcomes under the Auckland Plan for our communities
   - Auckland Council has robust processes and systems to appropriately manage potential or actual conflicts of interest when exercising dual decision-making, including having regard to the Reserves Act Guide 2004. This mitigates the risk raised by the judicial comments in the Opua decision
   - the most appropriate place to identify concerns and responses to specific practice by council when exercising dual decision-making (administering body and under Ministerial delegation) under the Act is through an update of the Reserves Act Guide 2004. A review that we note has been pending for several years.

Ngā whakaawae a Kaunihera/Impacts on council

36. The following section outlines the impact the revocation of delegations under the Reserves Act 1977 would have, should the proposal proceed.

Auckland is experiencing fast-paced growth and we need to empower and meet diverse community needs

37. Tāmaki Makaurau is the largest and fastest growing region in New Zealand.

38. Auckland's parks and reserves provide critical social infrastructure that support and respond to this growth. They provide opportunities for all Aucklanders to participate in sport and recreation and for a range of social and environmental outcomes.

39. Tāmaki Makaurau is one of the most diverse cities in the world with over 180 ethnicities. 40 percent of the population was born overseas.

40. It is essential that council have the most efficient and effective decision-making processes. This enables the council to provide accessible services, social and cultural infrastructure that are responsive to Aucklanders diverse and evolving needs.

41. The Ministerial delegations are essential to manage the enormous scale and volume of decisions that are required for the effective and efficient administration of reserves, as required under the Reserves Act 1977.
42. Tāmaki Makaurau has over 4000 parks and reserves amounting to over 18,000 parcels of land. Auckland Council also has 792 leases that authorise sporting and community organisations to occupy recreation reserves and local purpose reserves.

43. The continually evolving processes and systems that council has had in place to implement the delegations since 1999 has ensured that council can deliver effective service for our local communities under the Reserves Act 1977.

**Delays in Ministerial decision-making would be inevitable and would be at the expense of local communities**

44. The number of reserves that we administer means council will likely request decisions from the Minister on a weekly basis if the delegations were to be revoked. These decisions would relate to:
   - reserve management plans
   - classification (recreation, scenic, historic, local purpose) and reclassification
   - land exchanges
   - easements
   - leases and licences.

45. Seeking approval under the Reserves Act 1977 from the Department on any of the above matters would lead to significant delays. The council also seeks an understanding from the Department on how it proposes to resource the significant volume of work required to process these decisions.

46. These delays would have a pronounced impact on our ability to deploy and manage community infrastructure, programmes and activities that are core to our local government function. It would reduce our ability to effectively improve the quality of our environment and social wellbeing across our communities.

47. These issues would be exacerbated in Auckland because of growth and associated high-speed change in infrastructure and the tensions around the delivery of multiple outcomes from scarce resources managed under the Reserves Act 1977.

48. The council is concerned that the Ministerial decision-making would be undertaken with little understanding of the local issues. We do not see any benefit to decision-making from this perspective and we are concerned that this would ultimately cause unnecessary delay to delivering health and wellbeing benefits to our local communities. This could lead to a decline in trust and confidence in local and central government.

49. The proposed revocation of delegations will mean that the Minister (or delegate in the Department) will largely focus on whether procedural steps were followed.

50. The council recommend that the Minister be advised that:
   - revoking Ministerial delegations will add significant delays to all Reserves Act 1977 processes
   - council’s ability to be responsive to communities and the changing needs of customers will be severely impacted. This could lead to a decline in trust and confidence.
Ngā koringa ā-muri/Next Steps

51. Auckland Council is available to discuss and provide its view to the Minister of Conservation before a decision is made. This is essential given the number of reserves held under Reserves Act 1977 and the number of New Zealanders they serve.

52. We also strongly urge the Minister to talk to a range of local authorities, including Local Government New Zealand, before making a decision.
Ref: DOC 5730277

14 March 2019

Attn: Chief Executive
All Territorial Authorities

Tēnā koe

Subject: The revocation of certain delegations to Territorial Authorities under the Reserves Act 1977

In June 2013, the Minister of Conservation delegated certain powers under the Reserves Act 1977 (the 2013 delegations) to Territorial Authorities. Over the past year or so there have been instances where Territorial Authorities have relied on the delegations to exercise the prior consent role of the Minister in circumstances where they have also made the initial decision to grant the instrument or activity applied for.

In a recent Court of Appeal decision, (Opua Coastal Preservation Inc v Far North District Council)¹ the Court considered a delegation of the Minister's prior consent role under s 48 of the Reserves Act 1977 to be "highly unusual". The Court commented that it could be argued that it replaced a two-step process involving two separate decision makers (the Council and the Minister) with a single-step process and a single decision maker. The Court noted that the effect of the delegation was that the Council made both decisions contemplated by s 48(1)(f) of the Reserves Act and observed that "[I]t might be thought that in these circumstances any difference of view between the two decision makers is unlikely". The Court did not rule on the legality of the delegation because the Appellant had not pursued the matter. Nevertheless, it seems that had the lawfulness of the delegation been in issue the Court would have ruled it to be unlawful.

In light of the above, we have undertaken a review of the 2013 delegations was undertaken, it would appear some are potentially unlawful and would put Councils in a position of conflict of interest, for example;

a) Those where a Council makes its own decision and then acts under delegation to exercise the prior consent role of the Minister;

b) Those where the Minister's power to carry out certain actions has been delegated to Councils, including a requirement for the Minister to consult with a Council before exercising the power. In this situation, a Council would end up consulting with itself.

In view of the above, the Minister of Conservation is considering a proposal whether to revoke certain delegations and has requested that the Department seek your comments before the Minister makes a decision. Attachment 1 to this letter sets out the delegations proposed to be revoked and contains a column for you to insert your comments/views.

We also take this opportunity to invite you to identify any new delegation proposals that you believe would improve efficiencies for Councils and that you would like the Minister to consider. We ask that you use Attachment 2 for this purpose.

A table of the sections, the power delegated and the reasoning for the revocation is attached, along with a table for any new items you may want considered.

Please forward your responses no later than 26 April 2019 to Sheryll Johnson, sjohnson@doc.govt.nz. All comments will be collated and forwarded to the Minister for a final decision.

Nāku noa, nā

Marie Long
Director, Planning, Permissions and Land
**Attachment 1 – Proposed Delegations for Revocation**

<table>
<thead>
<tr>
<th>Section Heading</th>
<th>Power Delegated</th>
<th>Reason</th>
<th>Comment</th>
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</thead>
<tbody>
<tr>
<td>Section 14</td>
<td>Section 14(4)</td>
<td>The Council would be double dipping - i.e. making a resolution and then considering it again in the shoes of the Minister.</td>
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<tr>
<td>Local authority may declare land vested in it to be a reserve for certain purposes</td>
<td>Minister must consider resolution and cause it to be gazetted or refuse to do so</td>
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<tr>
<td>Section 15</td>
<td>Section 15(1)</td>
<td>The delegation enables the Council to control the outcome.</td>
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<tr>
<td>Minister may authorise exchange of reserves for other land</td>
<td>Minister may authorise exchange provided that: Minister not exercise power in respect of a reserve vested in an administering body except pursuant to a resolution of that body requesting exchange.</td>
<td></td>
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<tr>
<td>Section 15(3)</td>
<td>The Minister or the administering body, as the case may require, may do all things necessary to effect any exchange, including the payment of money</td>
<td>There is no delegation necessary as Section 15(3) already authorises the administering body to do these things.</td>
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<td>Section 24</td>
<td>Section 24(1)</td>
<td>The delegation enables the local authority to make the resolution seeking the changes. It also enables it to exercise the Minister's powers to agree to the changes.</td>
<td></td>
</tr>
<tr>
<td>Change of classification or purpose or revocation of reserve</td>
<td>If Minister considers the change of classification or purpose advisable or if the local authority notifies Commissioner that pursuant to a resolution of the local authority of proposed changes, Minister may make changes.</td>
<td>The delegation to a Council is inappropriate. It would be exercising the Minister's powers to consider objections made to the administering body's own resolution.</td>
<td></td>
</tr>
<tr>
<td>Section 41</td>
<td>Section 41(1)</td>
<td>The delegation seems inappropriate. The administering body ends up preparing the plan and approving it. The intention is that there be a separation of powers.</td>
<td></td>
</tr>
<tr>
<td>Management Plans</td>
<td>Administering body must prepare and submit to Minister a management for approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Section 42</td>
<td>Section 42(1)</td>
<td>As noted below it would not be appropriate to delegate to administering bodies the Minister's power under s 48A(3) to impose conditions.</td>
<td></td>
</tr>
<tr>
<td>Preservation of trees and bush</td>
<td>The destruction of trees and bush on any historic, scenic, nature or scientific reserve may not occur without a permit granted under s 48A or with the express consent of the Minister.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Section 45</td>
<td>Erection of shelters, cabins and lodges</td>
<td>Section 45(1)</td>
<td>The administering body may with the Minister's prior consent approve certain things</td>
</tr>
<tr>
<td>Section 48</td>
<td>Grants of rights of way and other easements</td>
<td>Section 48(1)</td>
<td>Where reserve vested in administering body, it may with the consent of the Minister grant rights of ways and easements</td>
</tr>
<tr>
<td>Section 48A</td>
<td>Use of reserve for communication station</td>
<td>Section 48A(1)</td>
<td>The administering body of a reserve vested in it may act with the consent of the Minister grant a licence for certain things</td>
</tr>
<tr>
<td>Section 48A</td>
<td>Use of reserve for communication station</td>
<td>Section 48A(3)</td>
<td>A licence issued under s 48A(1) must be subject to such terms and conditions as the administering body imposes with the approval of the Minister</td>
</tr>
<tr>
<td>Section 51</td>
<td>Introduction of flora and fauna</td>
<td>Section 51(1)</td>
<td>For the purpose of restoring, promoting or developing certain reserves, the Minister may authorise the administering body to introduce flora or fauna</td>
</tr>
<tr>
<td>Section 53</td>
<td>Powers (other than leasing) in respect of recreation reserves</td>
<td>Section 53(1)(d)</td>
<td>The administering body may prescribe not more than 40 days in any year that the public shall not be entitled to have admission to reserve unless on payment of charges provided that with the Minister's prior consent the number of days may be increased</td>
</tr>
<tr>
<td>Section 53</td>
<td>Powers (other than leasing) in respect of recreation reserves</td>
<td>Section 53(1)(e)</td>
<td>The administering body may grant exclusive use of reserve but not for more than 6 consecutive days, with power for licensee to charge admission fees provided that the Minister may consent to an increase in the number of consecutive days</td>
</tr>
<tr>
<td>Section 54</td>
<td>Leasing powers in respect of recreation reserves (except farming, grazing, or afforestation leases)</td>
<td>Section 54(1)</td>
<td>With the prior consent of the Minister the administering body may lease parts of a reserve to a third party</td>
</tr>
<tr>
<td>Section 55</td>
<td>Powers (other than leasing) in respect of reserves</td>
<td>Section 55(2)(a)</td>
<td>The administering body of a scenic reserve may,</td>
</tr>
</tbody>
</table>
### Urgent decision - Howick Local Board feedback on the Department of Conservation proposal to revoke the Reserves Act 1977 delegations

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 55(2)(d)</td>
<td>The administering body of a scenic reserve may, with the prior consent of the Minister, enclose open parts of the reserve.</td>
<td>the initial decision and the Minister's decision</td>
</tr>
<tr>
<td>Section 55(2)(e)</td>
<td>The administering body of the scenic reserve may, with the Minister's prior consent, erect buildings on the reserve.</td>
<td>The delegation is inappropriate</td>
</tr>
<tr>
<td>Section 55(2)(f)</td>
<td>The administering body of the scenic reserve may, with the prior consent of the Minister, do such things as it considers necessary, including the erection of buildings and structures for public use to obtain the enjoyment of the sea, lake, river or stream.</td>
<td>The delegation is inappropriate</td>
</tr>
<tr>
<td>Section 55(2)(g)</td>
<td>The administering body of a scenic reserve may, with the prior consent of the Minister, set apart and use part of the reserves as sites for residences etc for the proper and beneficial management and administration of the reserve.</td>
<td>The delegation is inappropriate</td>
</tr>
</tbody>
</table>

### Section 56
#### Leasing powers in respect of scenic reserves

- **Section 56(1)** With prior consent of the Minister, the administering body in the case of a scenic reserve may grant leases or licences.  

- **Section 56(2)** Before granting a lease, the administering body must give public notice.

<table>
<thead>
<tr>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>The administering body makes both the initial decision and the Minister's decision</td>
</tr>
</tbody>
</table>

This delegation is not necessary.

### Section 58
#### Powers in respect of historic reserves

- **Section 58(b)** With prior consent of the Minister, the administering body may set apart and use part of an historic reserve for residences for officers and staff.

<table>
<thead>
<tr>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>The administering body makes both the initial decision and the Minister's decision</td>
</tr>
</tbody>
</table>

### Section 58A
#### Leasing powers in respect of historic reserves

- **Section 58A(1)** With prior consent of the Minister, the administering body of an historic reserve may grant leases or licences.

<table>
<thead>
<tr>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>The administering body makes both the initial decision and the Minister's decision</td>
</tr>
<tr>
<td>Section 59A</td>
</tr>
<tr>
<td>Grating of concessions on reserves administered by Crown</td>
</tr>
<tr>
<td>Section 67</td>
</tr>
<tr>
<td>Leasing</td>
</tr>
<tr>
<td>Section 72</td>
</tr>
<tr>
<td>Farming by another person or body</td>
</tr>
<tr>
<td>Section 73</td>
</tr>
<tr>
<td>Leasing of recreation reserves for purposes of farming, grazing, afforestation or other purposes</td>
</tr>
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</tr>
</tbody>
</table>
| Section 74 | Section 74(1)(b)(ii) | This delegation is misconceived. This power relates to Crown vested reserves managed by the Department.
| Licences to occupy reserves temporarily | Licences may be granted in the case of any reserve except a nature reserve by the Commissioner. | The administering body makes both the initial decision and the Minister’s decision.
| Section 75 | Section 75(1) | The administering body makes both the initial decision and the Minister’s decision.
| Afforestation by administering body | With prior consent of the Minister an administering body of a recreation reserve may afforest it. | The delegation effectively means the Council consults with itself.
| Section 16 | Section 16(4) | If the previous delegation is revoked this will need to be revoked as well.
| Classification or reserves | Before classifying a reserve, the Minister must give public notice. | The delegation effectively means the Council consults with itself.
| Section 18 | Section 18(2)(e) | The Minister may wish to maintain control of these decisions.
| Historic reserves | Except where the Minister otherwise determines, the indigenous flora and fauna and natural environment of an historic reserve shall as far as possible be preserved. | The Minister may wish to maintain control of these decisions.
| Section 19 | Section 19(2)(a) | The Minister may wish to maintain control of these decisions.
| Scenic reserves | Except where the Minister otherwise determines, the indigenous flora and fauna and natural environment of a scenic reserve classified for its scenic values shall as far as possible be preserved and exotic fauna and flora shall be exterminated. | The Minister may wish to maintain control of these decisions.
<p>| | Section 19(3)(a) | The Minister may wish to maintain control of these decisions. | Except where the Minister otherwise determines, the flora and fauna, ecological associations and natural environment and beauty of a scenic reserve classified for the purpose of providing suitable areas to develop for purposes of generating scenic beauty or interest, shall as far as possible be preserved. |</p>
<table>
<thead>
<tr>
<th>Section 24</th>
<th>Change of classification or purpose or revocation of reserve</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 24(3)</td>
<td>No change of classification or purpose of a scenic, nature or scientific reserve to a recreation, historic, government purpose or local purpose should be made except where the Minister considers the purpose etc no longer appropriate because of destruction of bush or natural features</td>
</tr>
<tr>
<td>Section 24(5)</td>
<td>Minister may change the classification or purpose or revoke the reservation of an historic reserve by reason of destruction of historic features</td>
</tr>
<tr>
<td>The Minister may wish to maintain control of these decisions given the importance of the type of reserve</td>
<td></td>
</tr>
<tr>
<td>The Minister may wish to maintain control of these decisions given the relative importance of historic reserves</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 42</th>
<th>Preservation of trees and bush</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 42(1)</td>
<td>Minister must consent to cutting or destruction of bush on any historic, scenic, nature or scientific reserve except in accordance with a permit under s 48A or with the express consent of the Minister and subject to any terms and conditions the Minister chooses to impose</td>
</tr>
<tr>
<td>The section 48A permit issue has been dealt with in the table above</td>
<td></td>
</tr>
<tr>
<td>The Minister may wish to maintain control over the circumstances of providing express consent to destroying or cutting down bush.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 50</th>
<th>Taking or killing of fauna</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 50(1)</td>
<td>The Minister in the case of a scenic, historic, nature or scientific reserve and the administering body of any recreation, government purpose or local purpose reserve may grant any qualified person authorisation to take and kill any specified type of fauna and authorise the use of firearms etc.</td>
</tr>
<tr>
<td>The Minister may wish to maintain control over authorisations on the killing etc of fauna on scenic, historic, nature and scientific reserves</td>
<td></td>
</tr>
<tr>
<td>Attachment 2 - Proposals to amend / expand delegations</td>
<td>Power Delegated</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Section Heading</td>
<td>Comment</td>
</tr>
<tr>
<td>Reason</td>
<td></td>
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</tbody>
</table>

Urgent decision - Howick Local Board feedback on the Department of Conservation proposal to revoke the Reserves Act 1977 delegations
Memorandum

To: Emma Golightly – Parks and Recreation Team Leader – Community & Social Policy

CC: Nina Siers – Relationship Manager Howick and Franklin Local Boards
    Carol Stewart, Senior Policy Advisor, Local Board Services

From: David Collings, Chair – Howick Local Board

Subject: Howick Local Board feedback on the Auckland Council submission on the Department of Conservation proposal to revoke certain delegations to territorial authorities under the Reserves Act 1977

Purpose
1. To provide local feedback on the draft Auckland Council submission on the Department of Conservation proposal to revoke certain delegations to territorial authorities under the Reserves Act 1977 (the submission) to be appended to the final Auckland Council submission.

Summary

- The Department of Conservation wrote to all territorial authorities on 14 March 2019 seeking feedback on a proposal to revoke most Ministerial powers currently delegated to councils under the Reserves Act 1977 (the proposal).

- The Howick Local Board endorses the council submission to the Department of Conservation in the matter of the proposal on the revocation of certain delegations to territorial authorities under the Reserves Act 1977 (the proposal).

- If the proposal were to proceed, it would mean most decisions regarding local reserves will require Minister of Conservation’s approval, in addition to the relevant decision made by the local board. These delegated “supervisory” Ministerial decisions currently sit with the Governing Body and have been sub-delegated to staff.

- The Howick Local Board does not support the Department of Conservation’s proposal to revoke certain delegations to territorial authorities under the Reserves Act 1977 for reasons outlined within Auckland Council’s submission.

Context/Background
2. The Department of Conservation wrote to all territorial authorities on 14 March 2019 seeking feedback on a proposal to revoke most Ministerial powers currently delegated to councils under the Reserves Act 1977. Territorial authorities have exercised these powers since 2013. The letter and associated table outlining the proposed changes are attached to this memo as (Attachment B).
3. If the proposal were to proceed, it would mean most decisions regarding local reserves will require Minister of Conservation's approval, in addition to the relevant decision made by the local board. These delegated "supervisory" Ministerial decisions currently sit with the Governing Body and have been sub-delegated to staff.

4. There are likely to be time delays on decisions as well as costs associated. It is assumed that there would also be a considerable increase in staffing resources required to process decisions for local parks under the Reserves Act 1977 throughout New Zealand.

Feedback

5. Howick Local Board members have reviewed the draft submission and have formally resolved the following feedback through the urgent decision process.

That the Howick Local Board:

a) endorse the proposed Auckland Council submission (Attachment A) to the Department of Conservation on the proposed revocation of certain delegations to Territorial Authorities under the Reserves Act 1977.

b) note that the proposed Auckland Council submission will be recommended to the Environment and Community Committee for their approval on 14 May 2019 and subject to any amendments recommended by the committee sent to the Department of Conservation by the due date of 17 May 2019.

6. The urgent decision to resolve Howick Local Board feedback will be reported to the full local board during the next scheduled meeting on Monday 20 May, 2019.

Next Steps/Implementation

7. As outlined in the above resolution, the Howick Local Board requests that this feedback is taken into consideration in the preparation of the final Auckland Council submission to the Department of Conservation.
Te take mō te pūrongo

Purpose of the report
1. To present the Howick Local Board with its updated governance forward work calendar.

Whakarāpopototanga matua

Executive summary
1. The governance forward work calendar for the Howick Local Board is in Attachment A. The calendar is updated monthly, reported to business meetings and distributed to council staff.

2. 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; and
- clarifying the rationale for reports.

3. The calendar also aims to provide guidance for staff supporting local boards and greater transparency for the public.

Ngā tūtohunga

Recommendation/s
That the Howick Local Board:

a) note the Howick Local Board Governance Forward Work Calendar.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A4</td>
<td>Governance Forward Work Calendar</td>
<td>149</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Vanessa Phillips - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Nina Siers - Relationship Manager</td>
</tr>
<tr>
<td>Workshop / Business Meeting</td>
<td>Date</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Memorandum</td>
<td>April - June</td>
</tr>
<tr>
<td>Business meeting</td>
<td>April</td>
</tr>
<tr>
<td>Workshop</td>
<td>March/April/May</td>
</tr>
<tr>
<td>Business meeting</td>
<td>April</td>
</tr>
<tr>
<td>Business meeting</td>
<td>April/May</td>
</tr>
<tr>
<td>Workshop</td>
<td>Early May</td>
</tr>
<tr>
<td>Workshop</td>
<td>May/June/July</td>
</tr>
<tr>
<td>Business meeting</td>
<td>May</td>
</tr>
<tr>
<td>Workshop</td>
<td>May</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>May/June</td>
</tr>
<tr>
<td>Workshop</td>
<td>May/June</td>
</tr>
<tr>
<td>Workshop</td>
<td>6-Jun</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>6-Jun</td>
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<tr>
<td>Business meeting</td>
<td>June</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>June</td>
</tr>
<tr>
<td>Workshop</td>
<td>20-Jun</td>
</tr>
<tr>
<td>Workshop</td>
<td>4-Jul</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>July</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>June</td>
</tr>
<tr>
<td>Business meeting</td>
<td>July/Aug</td>
</tr>
<tr>
<td>Workshop</td>
<td>July</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. This report attaches the workshop records taken for the period stated below.

Whakarāpopototanga matua
Executive summary
2. Under Standing Order 12.1 workshop records shall record the names of members attending and a statement summarising the nature of the information received, and nature of matters discussed. No resolutions are passed, or decisions reached but are solely for the provision of information and discussion. This report attaches the workshop records for the period stated below.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:
   a) note the workshop records for workshops held on 2, 9, 11, 16, 18 and 30 April 2019.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Workshop record 2 April 2019</td>
<td>153</td>
</tr>
<tr>
<td>B</td>
<td>Workshop record 9 April 2019</td>
<td>155</td>
</tr>
<tr>
<td>C</td>
<td>Workshop record 11 April 2019</td>
<td>157</td>
</tr>
<tr>
<td>D</td>
<td>Workshop record 16 April 2019</td>
<td>159</td>
</tr>
<tr>
<td>E</td>
<td>Workshop record 18 April 2019</td>
<td>161</td>
</tr>
<tr>
<td>F</td>
<td>Workshop record 30 April 2019</td>
<td>163</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>Vanessa Phillips - Democracy Advisor</td>
</tr>
<tr>
<td>Authoriser</td>
<td>Nina Siers - Relationship Manager</td>
</tr>
</tbody>
</table>
Howick Local Board Workshop Record

Workshop record of the Howick Local Board held at the Howick Local Board meeting room, Pakuranga Library Complex on Tuesday 2 April 2019, commencing at 3:30pm.

PRESENT
Members: David Collings, Garry Boles, Bob Wichman, Peter Young, Katrina Bungard, Jim Donald, Adele White, John Spiller and Mike Turinsky

Apologies:

Also present: Stephen Hunt (Senior Advisor) and Vanessa Phillips (Democracy Advisor)

<table>
<thead>
<tr>
<th>Workshop Item/ Presenters</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chinese New Year Debrief</td>
<td>Local Initiatives and specific directions</td>
<td>The board were debriefed on the recent Chinese New Year events in Pakuranga and Botany.</td>
</tr>
<tr>
<td>Kaiya Irvine, Senior Event Organiser</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Voitrekovsky, Contractor - Just Events</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Surinder Edwards, Event Facilitator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AT / AMETI Update Ben Stallworthy, Elected Member Relationship Manager Matt Poland, AMETI Communications and Engagement Specialist</td>
<td>Local Initiatives and specific directions</td>
<td>The board were provided with an update on the AMETI project, highlighting issues and developments.</td>
</tr>
</tbody>
</table>

The workshop concluded at 5pm
Howick Local Board Workshop Record

Workshop record of the Howick Local Board held at the Howick Local Board meeting room, Pakuranga Library Complex on Tuesday 9 April 2019, commencing at 3pm.

PRESENT

Members: David Collings, Bob Wichman, Peter Young, Jim Donald, Adele White, John Spiller and Mike Turinsky

Apologies: Katrina Bungard and Garry Boles

Also present: Stephen Hunt (Senior Advisor), Vanessa Phillips (Democracy Advisor) and Phoebe Peguero (Advisor)

<table>
<thead>
<tr>
<th>Workshop Item/ Presenters</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Service Levels Report – A Governance Framework Review Gary Pemberton, Programme Change Lead</td>
<td>Oversight and monitoring</td>
<td>The board were updated on findings from the review of existing service levels of community services.</td>
</tr>
<tr>
<td>Local Board Agreement Workshop 3 Stephen Hunt, Senior Local Board Advisor - Howick Phoebe Peguero, Local Board Advisor – Howick Jestine Joseph, Finance Advisor</td>
<td>Oversight and monitoring</td>
<td>The board were provided with consultation feedback on the Local board decisions and input into the Annual Budget 2019/2020 and the amendment to the 10-year Budget 2018-2028.</td>
</tr>
</tbody>
</table>

The workshop concluded at 5:40pm
Howick Local Board Workshop Record

Workshop record of the Howick Local Board held at the Howick Local Board meeting room, Pakuranga Library Complex on Thursday 11 April 2019, commencing at 3pm.

PRESENT
Members: David Collings, Garry Boles, Bob Wichman, Peter Young, Katrina Bungard, Jim Donald, Adele White and Mike Turinsky

Apologies: John Spiller

Also present: Stephen Hunt (Senior Advisor), Vanessa Phillips (Democracy Advisor), Phoebe Peguero (Advisor), Lucy Stallworthy (Engagement Advisor) and Nina Siers (Relationship Manager)

<table>
<thead>
<tr>
<th>Workshop Item/ Presenters</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direction Setting</td>
<td>Local initiatives and specific directions</td>
<td>Sought direction from the board on upcoming work programme items.</td>
</tr>
<tr>
<td>Phoebe Peguero, Local Board Advisor - Howick</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Talk to the board debrief</td>
<td>Community Engagement</td>
<td>A debrief from the talk to the board session was provided to the board.</td>
</tr>
<tr>
<td>Lucy Stallworthy, Engagement Advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auckland Transport</td>
<td>Oversight and monitoring</td>
<td>The board discussed the monthly Auckland Transport report ahead of the business meeting.</td>
</tr>
<tr>
<td>Ben Stallworthy, Elected Member Relationship Manager – Auckland Transport</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 5:07pm
Howick Local Board Workshop Record

Workshop record of the Howick Local Board held at the Howick Local Board meeting room, Pakuranga Library Complex on Tuesday 16 April, 2019, commencing at 3pm.

PRESENT
Members: David Collings, Garry Boles, Bob Wichman, Katrina Bungard, Jim Donald and Adele White

Apologies: John Spiller, Peter Young and Mike Turinsky

Also present: Stephen Hunt (Senior Advisor), Vanessa Phillips (Democracy Advisor) and Phoebe Peguero (Advisor)

<table>
<thead>
<tr>
<th>Workshop Item/ Presenters</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dog Park</td>
<td>Local initiatives and specific directions</td>
<td>The board were updated on the progress of site selections for the dog parks.</td>
</tr>
<tr>
<td>Malcolm Page, Contractor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Potential Uxbridge Sub-lease</td>
<td>Local initiatives and specific directions</td>
<td>Guidance was sought from the board on how best to proceed with the potential sub-lease at Uxbridge Arts Centre.</td>
</tr>
<tr>
<td>Ron Johnson, Senior Community Lease Advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ross Cunningham, Manager Arts &amp; Culture Advisory</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regional Community Safety Fund (RCSF)</td>
<td>Local initiatives and specific directions</td>
<td>The board were provided information about the RCSF, specifically the criteria for its use. Followed by a discussion with the board on current projects and/or issues that may be able to be funded using the RCSF.</td>
</tr>
<tr>
<td>Ben Stallworthy, Elected Member Relationship Manager – Auckland Transport</td>
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<tr>
<td>Airport to Botany (A2B) and 20Connect (SouthWest Gateway Programme)</td>
<td>Oversight and monitoring</td>
<td>An update was provided to the board on the engagement and consultation for the Southwest Gateway project, and discussed the next steps and key timelines.</td>
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<tr>
<td>Ben Stallworthy, Elected Member Relationship Manager – Auckland Transport</td>
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<tr>
<td>Renata Smit, Manager Strategic Projects – Auckland Transport</td>
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</tbody>
</table>

The workshop concluded at 5:33pm
Howick Local Board Workshop Record

Workshop record of the Howick Local Board held at the Howick Local Board meeting room, Pakuranga Library Complex on Thursday 18 April 2019, commencing at 3pm.

PRESENT
Members:  David Collings, Garry Boles, Bob Wichman, Katrina Bungard, Jim Donald and Adele White

Apologies:  Peter Young, John Spiller and Mike Turinsky

Also present: Stephen Hunt (Senior Advisor) and Vanessa Phillips (Democracy Advisor)

<table>
<thead>
<tr>
<th>Workshop Item/ Presenters</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Facilities Update</td>
<td>Oversight and monitoring</td>
<td>The board discussed the Community Facilities work programme and maintenance delivery.</td>
</tr>
<tr>
<td>Jacqui Thompson Fell, Work Programme Lead</td>
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<tr>
<td>Nichola Painter, Stakeholder Advisor</td>
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<tr>
<td>Maisa Aldeen, Senior Project Manager</td>
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<tr>
<td>Parks, Sport &amp; Recreation</td>
<td>Local Initiatives and specific directions</td>
<td>The board were briefed on a proposed memorial plaque request and the parks response fund.</td>
</tr>
<tr>
<td>Rob Gear, PSR Portfolio Manager</td>
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<tr>
<td>Marissa Holland, Sport and Recreation Lead</td>
<td></td>
<td></td>
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<tr>
<td>David Barker, Parks and Places Team Leader</td>
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<tr>
<td>Healthy Waters</td>
<td>Keeping informed</td>
<td>The board were provided with a progress update on the development of options for improving stormwater infrastructure in Cockle Bay.</td>
</tr>
<tr>
<td>Miriana Knox, Relationship Advisor</td>
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<tr>
<td>Cheryl Bai, Principal – Hydraulic Modelling Delivery</td>
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<tr>
<td>Kieren Daji, Catchment Planning Team Manager</td>
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</tbody>
</table>

The workshop concluded at 5:37pm
Howick Local Board Workshop Record

Workshop record of the Howick Local Board held at the Howick Local Board meeting room, Pakuranga Library Complex on Tuesday 30 April 2019, commencing at 3:30pm.

PRESENT
Members:  David Collings, Garry Boles, Bob Wichman, Katrina Bungard, Jim Donald, Peter Young and Mike Turinsky

Apologies:  Adele White and John Spiller

Also present:  Vanessa Phillips (Democracy Advisor) and Phoebe Peguero (Advisor)

<table>
<thead>
<tr>
<th>Workshop Item/ Presenters</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direction Setting</td>
<td></td>
<td>Direction from the board was sought on upcoming work programme items.</td>
</tr>
<tr>
<td>Phoebe Peguero, Local Board Advisor – Howick</td>
<td>Local initiatives and specific directions</td>
<td>The board were updated and kept informed on the youth space project.</td>
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<tr>
<td>Youth Space Project</td>
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<tr>
<td>Asma Bashir, Strategic Broker</td>
<td>Local initiatives and specific directions</td>
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</tr>
<tr>
<td>Howick Youth Council Update</td>
<td>Keeping informed</td>
<td>The board were updated on the Howick Youth Council’s Work Programme for 2019.</td>
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</tbody>
</table>

The workshop concluded at 6:08pm