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

**Date:** Wednesday, 5 June 2019  
**Time:** 4.30pm  
**Meeting Room:** Local Board Chambers  
**Venue:** Papakura Service Centre  
35 Coles Crescent  
Papakura

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**Papakura Local Board**  
**OPEN AGENDA**

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**MEMBERSHIP**

Chairperson
Brent Catchpole  
Deputy Chairperson
Felicity Auva’a  
Members
Hon. George Hawkins, QSO  
Bill McEntee  
Michael Turner  
Katrina Winn

(Quorum 3 members)

---

Paula Brooke  
Democracy Advisor  

29 May 2019

Contact Telephone: 021 715 279  
Email: Paula.Brooke@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.
<table>
<thead>
<tr>
<th>ITEM</th>
<th>TABLE OF CONTENTS</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Welcome</td>
<td>5</td>
</tr>
<tr>
<td>2</td>
<td>Apologies</td>
<td>5</td>
</tr>
<tr>
<td>3</td>
<td>Declaration of Interest</td>
<td>5</td>
</tr>
<tr>
<td>4</td>
<td>Confirmation of Minutes</td>
<td>5</td>
</tr>
<tr>
<td>5</td>
<td>Leave of Absence</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>Acknowledgements</td>
<td>5</td>
</tr>
<tr>
<td>7</td>
<td>Petitions</td>
<td>5</td>
</tr>
<tr>
<td>8</td>
<td>Deputations</td>
<td>5</td>
</tr>
<tr>
<td>9</td>
<td>Public Forum</td>
<td>6</td>
</tr>
<tr>
<td>10</td>
<td>Extraordinary Business</td>
<td>6</td>
</tr>
<tr>
<td>11</td>
<td>Adoption of the Papakura Local Board Agreement 2019/2020</td>
<td>7</td>
</tr>
<tr>
<td>12</td>
<td>Consideration of Extraordinary Items</td>
<td></td>
</tr>
</tbody>
</table>
1 Welcome
A board member will lead the meeting in prayer.

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 Papakura Local Board:
   a) confirm the ordinary minutes of its meeting held on Wednesday 22 May 2019, as true and correct.

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 Papakura 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.

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

10 Extraordinary Business

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

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

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

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

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

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

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

"Where an item is not on the agenda for a meeting,-

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

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

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

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."
Adoption of the Papakura Local Board Agreement 2019/2020

Te take mō te pūrongo
Purpose of the report
1. To adopt a Local Board Agreement 2019/2020, a message from the chair, local board advocacy, and a local fees and charges schedule for 2019/2020.

Whakarāpopototanga matua
Executive summary
2. Each financial year, Auckland Council must have a local board agreement between the Governing Body and the local board, for each local board area.
3. From 17 February to 17 March 2019, council consulted on the Annual Budget 2019/2020. Local boards considered this feedback and then held discussions with the Finance and Performance Committee on 8 May 2019 on regional issues, community feedback and key local board initiatives and advocacy areas.
4. Local boards are now considering local content for the Annual Budget 2019/2020 which includes a local board agreement, a message from the chair, local board advocacy, and a local fees and charges schedule for 2019/2020.
5. On 20 June 2019, the Governing Body will meet to adopt Auckland Council's Annual Budget 2019/2020, including 21 local board agreements.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) adopts local content for the Annual Budget 2019/2020 provided as Attachment A to this report including:
   i. a Local Board Agreement 2019/2020
   ii. a message from the Chair
   iii. local board advocacy.

b) adopts local fees and charges schedules for 2019/2020 provided as Attachment B to this report.

c) delegates authority to the Chair to make any final minor changes to the local content for the Annual Budget 2019/2020, including the Local Board Agreement 2019/2020.

d) notes:
   i. that Local Board Agreement 2019/2020 local activity budgets will be updated to reflect final budget decisions made by the Governing Body on 22 May 2019
   ii. that if there are outstanding (not yet agreed) matters in the Local Board Agreement 2019/2020, the local board should include an explanation of these matters in the Chair’s message at the front of the agreement.

a) that the resolutions of this meeting will be reported back to the Governing Body when it meets to adopt the Annual Budget 2019/2020 on 20 June 2019.
Horopaki

Context

6. Local board plans are strategic documents that are developed every three years to set a direction for local boards. Local board plans influence and inform the Annual Budget 2019/2020 (and associated local board agreements) which outlines priorities, budgets and intended levels of service for each financial year. Auckland Council must have a local board agreement between the Governing Body and the local board, for each local board area.

7. Local board nominees have had the opportunity to attend Finance and Performance Committee workshops on key topics and provide local board views on the Annual Budget 2019/2020 to the Finance and Performance Committee.

8. From 17 February to 17 March 2019, Council consulted with the public on the Annual Budget 2019/2020. One locally held event was held in the Papakura Local Board area to engage with the community and seek feedback on both regional and local proposals. Feedback was received through written, event and social media channels.

9. A report analysing the feedback on local board priorities, as well as feedback from those living in the local board area related to the regional issues, was included as an attachment on the 24 April 2019 Papakura Local Board meeting agenda.

10. Local boards considered this feedback, and then held discussions with the Finance and Performance Committee on 8 May 2019 on regional issues, community feedback and key local board initiatives and advocacy areas.

Tātaritanga me ngā tohutohu

Analysis and advice

11. Both staff and the local board have reviewed the feedback received on Annual Budget 2019/2020 and local boards have received a report analysing the feedback. It is now recommended that local boards adopt local content for the Annual Budget 2019/2020 provided as Attachment A to this report, including the Local Board Agreement 2019/2020, and a local fees and charges schedule for 2019/2020 provided as Attachment B to this report.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

Council group impacts and views

12. Local boards worked with council departments to develop their local board work programmes for 2019/2020 that will be adopted at June business meetings. The local board work programmes help inform the local board agreements.

13. Local boards are requested to approve any advocacy initiatives for consideration by the Governing Body and inclusion as an appendix to the 2019/2020 Local Board Agreement. Local boards may also include advocacy to Council Controlled Organisation (CCOs).

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

Local impacts and local board views

14. This report seeks local board adoption of its content for the Annual Budget 2019/2020 and other associated material, including the Local Board Agreement 2019/2020.

Tauākī whakaaweawe Māori

Māori impact statement

15. Many local board decisions are of importance to and impact on Māori. Local board agreements and the Annual Budget are important tools that enable, and can demonstrate, council’s responsiveness to Māori.
16. Local board plans, which were developed in 2017 through engagement with the community including Māori, form the basis of local priorities. There is a need to continue to build relationships between local boards and iwi, and where relevant the wider Māori community.

17. Of those who submitted to the Annual Budget 2019/2020 from the Papakura Local Board area 3 identified as Māori. These submissions were provided to the local board for consideration when finalising their local board agreement.

18. Ongoing conversations will assist local boards and Māori to understand each other’s priorities and issues. This in turn can influence and encourage Māori participation in council’s decision-making processes.

Ngā ritenga ā-pūtea
Financial implications

19. The local board agreement includes the allocation of locally driven initiatives (LDI) funding and asset-based services (ABS) funding to projects and services for the 2019/2020 financial year.

20. LDI funding is discretionary funding allocated to local boards based on the Local Board Funding Policy that local boards can spend on local priorities that are important to their communities. Local boards can also utilise LDI funding to increase local levels of service if they wish to do so.

21. Funding for asset-based services (ABS) is allocated by the Governing Body to local boards based on current levels of service to run and maintain local assets and services including parks, pools and recreation facilities, community facilities, and libraries.

22. Local boards have the decision making and oversight responsibility in respect of local fees and charges within parameters set by the Governing Body. A local fees and charges schedule for Active Recreation, Community Venues for Hire (including Library rooms for hire) for 2019/2020 is adopted alongside the Local Board Agreement. The fees and charges have been formulated based on region-wide baseline service levels and revenue targets. Where fees and charges are amended by local board that results in lower revenue for Council, the shortfall in revenue will need to be made up by either allocating LDI funds or reducing expenditure on other services to balance overall budgets.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

23. Decisions on the local content of the Annual Budget 2019/2020 including the Local Board Agreement 2019/2020 and a local fees and charges schedule for 2019/2020, are required by 7 June 2019 to ensure the Governing Body can adopt the Annual Budget 2019/2020 at its 20 June 2019 meeting.

Ngā koringa ā-muri
Next steps

24. The resolutions of this meeting will be reported to the Governing Body on 20 June 2019 when it meets to adopt the Annual Budget 2019/2020, including 21 local board agreements.

25. Minor changes may need to be made to the attachments before the Annual Budget 2019/2020 is adopted, such as correction of any errors identified and minor wording changes. Staff therefore recommend that the local board delegates authority to the Chair to make final changes if necessary.

26. Local board agreements set the priorities and budget envelopes for each financial year. Work programmes then detail the activities that will be delivered within those budget envelopes. Work programmes will be agreed between local boards and operational departments at business meetings in June 2019.
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Papakura Local Board Agreement (this will be tabled at the meeting and a copy will be available as an attachment to the minutes)</td>
<td>11</td>
</tr>
<tr>
<td>B</td>
<td>Papakura Local Board Fees and Charges schedule</td>
<td>13</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Beth Corlett - Advisor Plans &amp; Programmes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Placeholder for Attachment A

Adoption of the Papakura Local Board Agreement 2019/2020

Papakura Local Board Agreement (this will be tabled at the meeting and a copy will be available as an attachment to the minutes)
Attachment B – Papakura Local Board fees and charges schedules 2019/2020

Community and Arts Facilities

The following categories for venue for hire fees and charges remain unchanged:

- Standard (peak)
- Off peak, 20% off standard
- Regular, 20% off standard (10 or more bookings in financial calendar year)
- LB priority, 50% off standard (based on criteria set by the local board)

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<thead>
<tr>
<th>Facility Name</th>
<th>Facility Category</th>
<th>Room</th>
<th>Peak Standard 2020</th>
<th>Off-Peak Standard 2020</th>
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</thead>
<tbody>
<tr>
<td>Hawkins Theatre</td>
<td>Art facility</td>
<td>Foyer</td>
<td>43.00</td>
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<td></td>
<td>Theatre</td>
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<td>Drury Hall</td>
<td>Venues for hire</td>
<td>Main Hall</td>
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<td>Elizabeth Campbell Centre</td>
<td></td>
<td>Main Hall</td>
<td>34.00</td>
<td>27.20</td>
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<td></td>
<td></td>
<td>Small Meeting Room</td>
<td>10.00</td>
<td>8.00</td>
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<tr>
<td>Massey Park Grandstand Function Room</td>
<td>Function Room</td>
<td>Papakura Library Meeting Room 1</td>
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<td>27.20</td>
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<td>19.20</td>
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<td>Papakura Old Central School</td>
<td>Hall</td>
<td>34.00</td>
<td>27.20</td>
<td></td>
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<td>19.20</td>
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<td>Smiths Avenue Clubrooms</td>
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<td>Takanini Hall</td>
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<td>27.20</td>
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</tr>
</tbody>
</table>