Note: The attachments contained within this document are for consideration and should not be construed as Council policy unless and until adopted. Should Councillors require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
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<tr>
<td>117</td>
<td>Event Partnership Fund - Howick (Externally Delivered Events)</td>
<td>Funding to support community events through a non-competitive process.</td>
<td>CS, ACE: Events</td>
<td>$119,000</td>
<td>LDX: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, all grants have been now paid out to recipients. The Pakuranga Community Carnival and River Festival have advised that they have $7364.46 in unspent funds, from the original $40,000. ACE Events recommends that the the Pakuranga Rotary Club keep this $7364.46 and put it towards their next event in 2023. Only $100,393 of $119,000 was allocated to events at the start of Q1, with $8,600 left unallocated. Of the original unallocated $9,300 there is approximately $1,370 left in this event partnership fund, as: - $4,000 was used for Anzac Day in Q2 - $4,354.99 went into work programme line #349 Howick Tourism Development from work programme line #17 event partnership fund for a tourism map at Half Moon Bay.</td>
<td></td>
</tr>
<tr>
<td>118</td>
<td>Event Partnership Fund - Howick (Movies In Parks)</td>
<td>Programming and delivery of two Regional Movies in Parks series events.</td>
<td>Select from options presented for venue, movie, date selection and delivery package.</td>
<td>CS, ACE: Events</td>
<td>$27,000</td>
<td>LDX: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, the Movies In Parks “Grease” screening was scheduled for Friday 27 February 2019 at Barry Curtis Park. Flat Bush however due to bad weather the event was cancelled. *“Incredibles 2” was screened on Friday, 15 March 2019 at Lloyd Elborne Park, Pakuranga with approximately 2,200 people in attendance and enjoyed the pre-entertainment and activities on offer. A detailed post-season delivery report will be presented in Q4.</td>
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## Work Programme 2018/2019 Q4 Report

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<td>119</td>
<td>Event Partnership Fund - Howick Empowered Events Workshops</td>
<td>Deliver a community focused programme of activities to support capacity and capability of community groups and organisations in the events space. Deliver at least two empowered event workshops with local event organisers to assist them in up-skilling in delivery of their events. Funding to support this programme is a line item taken from Event Partnerships Fund (non-contingent) for up to $50,000.</td>
<td>Confirmation of nature, scope and cost of activity to be undertaken.</td>
<td>CS, ACE Events</td>
<td>$5,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Planning has begun for the two Empowered Events Workshops. The first workshop is due to be held at the Tuhi Art Centre in Pakuranga in the evening on the 8th May 2019. The workshop will be led by Leanne Rocha, Manager Event Development, with support from other council staff.</td>
</tr>
<tr>
<td>121</td>
<td>Howick Moon Festival</td>
<td>Co-creation and production delivery of a Howick Moon Festival celebrating unity, family, and peace amongst asian cultures living within the local board area.</td>
<td>Confirmation of Event Delivery Plan, dates, locations and expenditure budget.</td>
<td>CS, ACE Events</td>
<td>$50,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Event was delivered in Q1. No activity was scheduled to occur in Q4. Event was delivered in Q1.</td>
</tr>
<tr>
<td>122</td>
<td>Citizenship Ceremonies - Howick</td>
<td>Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs. No further decisions anticipated.</td>
<td>Confirmation of allocation of funding to local Anzac Services and Parades at</td>
<td>CS, ACE Events</td>
<td>$27,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>The Civic Events team delivered two citizenship ceremonies on two separate occasions during Q3 (19 February and 19 March 2019) at the Vodafone Events Centre. In Q4, the Civic Events team delivered two citizenship ceremonies on two occasions with approximately 200 people from the local board area becoming new citizens.</td>
</tr>
<tr>
<td>123</td>
<td>Anzac Services - Howick</td>
<td>Supporting and/or delivering Anzac services and parades within the local board area.</td>
<td>Confirmation of allocation of funding to local Anzac Services and Parades at</td>
<td>CS, ACE Events</td>
<td>$23,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Scheduled for Q4. Planning, which commenced in Q2, is continuing. Civic Events delivered the Howick in Q4 were the ANZAC Dawn and Civic Services. Both Services were held at Blockhouse Hill. Approximately 2,000 people attended the Dawn Service, and approximately 3,000 attended the morning Civic Service.</td>
</tr>
<tr>
<td>124</td>
<td>Local Civic Events - Howick</td>
<td>Delivering and/or supporting civic events within the local board area. The following decisions are required: 1. Confirmation of programmes and activities that are to be supported by this line.</td>
<td>No event was held in Q3.</td>
<td>CS, ACE Events</td>
<td>$5,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>No activity was scheduled to occur in Q4.</td>
</tr>
<tr>
<td>125</td>
<td>Howick Celebrated Citizens</td>
<td>Deliver an event acknowledging contribution and commitment to serve the Howick area. Contractor to manage nomination process. Civic Events to deliver awards ceremony.</td>
<td>Local board to confirm holding of awards and format.</td>
<td>CS, ACE Events</td>
<td>$10,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Scheduled for Q4. Planning, which commenced in Q2, is continuing. The Howick Celebrate Citizens was held on 25 May 2019 at the Howick club with approximately 70 people attending.</td>
</tr>
<tr>
<td>126</td>
<td>Volunteer Recognition - Howick</td>
<td>Deliver a biannual event which recognises and honours contributions of volunteers to the local community. To be held in 2019/20198.</td>
<td></td>
<td>CS, ACE Events</td>
<td>$11,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>The event occurred in Q1. No activity was scheduled to occur in Q4. The event was delivered in Q4.</td>
</tr>
<tr>
<td>128</td>
<td>Blockhouse Hill &amp; Maoritmoth Lights - Howick</td>
<td>Deliver an annual event to celebrate the lighting of the Blockhouse Hill Christmas tree lights. Includes musical entertainment from the local community. This event coincides with the Howick Village Business Association annual Midnight Markets in Picton Street.</td>
<td>Event plan and budget to be confirmed</td>
<td>CS, ACE Events</td>
<td>$35,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>The event occurred in Q2. No activity was scheduled to occur in Q4. The event was delivered in Q2.</td>
</tr>
<tr>
<td>130</td>
<td>Music Concert - Howick</td>
<td>Deliver a free music concert for local board residents</td>
<td></td>
<td>CS, ACE Events</td>
<td>$35,000</td>
<td>LD/L, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, the 'Koal Anthems' music event was delivered on Sunday, 24 February 2019 at Lloyd Elsmore Park, Pakuranga with approximately 2,500 people in attendance. Entertainment was provided by The Jordan Luck Band, Anisei Cimmer and Auralistic 60s. The event was well-received by the community, with many staying throughout the event and enjoying the entertainment despite the occasion rain. A detailed event debrief report will be presented in Q4.</td>
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### Work Programme 2018/2019 Q4 Report

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<td>206</td>
<td>Operational Grant - Howick Children</td>
<td>Fund Howick Children and Youth Theatre Incorporated to operate the Howick Children</td>
<td>No further decisions anticipated</td>
<td>CS: ACE, Arts &amp; Culture</td>
<td>$71,678</td>
<td>ABS Opex</td>
<td>Green</td>
<td>During Q3, the Howick Children and Youth Theatre had a combined total of 0, 147 people attend and/or participate in their programmes. Highlights of the programme included the open day and demonstration classes offered in January 2019 and welcoming new families into the programmes. March 2019 saw rehearsals start for three upcoming productions.</td>
<td>During Q4 the Howick Children and Youth Theatre ran 494 programmes, with a combined total of 7,833 attendees and participants. Highlights included the experimental performances of Star by The Saa, and the production of Beauty and Beast, which involved 20 students aged between 12-14. A highlight was the parent event for Development classes, where parents got to see the work their children are doing, and feedback from this was outstanding.</td>
</tr>
<tr>
<td>207</td>
<td>Operational Grant - Howick Historical Village</td>
<td>Fund Howick and Districts Historical Society Incorporated to operate the Howick Historical Village, a culture heritage site and open air museum situated in the Lloyd Elsmore Park in Pukarangi, providing professional museum services including an exhibition programme, public programmes and public off-site lectures to bring the 1950s period alive for contemporary audience.</td>
<td>No further decisions anticipated</td>
<td>CS: ACE, Arts &amp; Culture</td>
<td>$330,390</td>
<td>ABS Opex</td>
<td>Green</td>
<td>During Q3, the Howick Historical Village had a combined total of 126 visitors and participants. The number of programmes offered over the last year has increased, with 15 being offered in this quarter. Highlights include the inaugural Valentine’s event at the Village and the introduction of Adventure Packs for children, both events received very positive feedback. A new Village Garden Shop is near completion, thanks to the help of local community groups.</td>
<td>During Q4 the Howick Historical Village ran 43 programmes, with a combined total of 7,203 attendees and participants. The Village has been busy with multiple school groups and holiday events, and had the Waihi Library Committee run an exhibition on site for two week period. Highlights included the Queen Victoria 200th exhibition, and an exhibition by the resident artist in Bell House.</td>
</tr>
<tr>
<td>208</td>
<td>Operational Grant - Howick Little Theatre</td>
<td>Fund Howick Little Theatre Incorporated to operate howick Little Theatre, providing quality live theatre to the local and wider community, drama classes for adults and children, music programmes for emerging artists, workshops and a theatre venue for hire.</td>
<td>No further decisions anticipated</td>
<td>CS: ACE, Arts &amp; Culture</td>
<td>$22,559</td>
<td>ABS Opex</td>
<td>Green</td>
<td>During Q3, the Howick Little Theatre ran eight programmes and had a combined total of 1,901 attendees and participants. Highlights include: California Suite, the first play of the year, which involved workshops and classes as well as performances. March 2019 saw rehearsals start for a production of The Spirit of Anne Ross.</td>
<td>During Q4 the Howick Little Theatre ran 7 programmes, with a combined total of 1,527 attendees and participants, with volunteers donating over 3,500 hours in a range of theatre activities. Highlights included performances of The Spirit of Anne Ross, and a lighting working by Iain Januir. Play-reading, drama classes and rehearsals.</td>
</tr>
<tr>
<td>209</td>
<td>Operational Grant - Unbridge Centre</td>
<td>Fund Unbridge Community Projects Inc. to operate the Unbridge Centre, providing art classes and workshops, performances, an exhibition programme and a piece of public art in the community.</td>
<td>No further decisions anticipated</td>
<td>CS: ACE, Arts &amp; Culture</td>
<td>$318,034</td>
<td>ABS Opex</td>
<td>Green</td>
<td>During Q3, the Unbridge Centre had a combined total of 15,655 attendees and participants involved in their programmes. These programmes ranged in form from exhibitions to classes, film screenings, theatre and comedy. Highlights included: the Windy Hannah Chrysalis exhibition and one by Anas Kafie. The Kati exhibition was curated by Unbridge and is now touring other galleries. Other exhibitions included Garden of Memories, human body and pacific quilts and a showcase exhibition by emerging Tongan artist Kyanina Falau. Two theatre events were run as part of the Auckland Arts Festival, and a series of Chinese films screened over Chinese New Year.</td>
<td>During Q4 the Unbridge Centre ran 26 programmes, with a combined total of 24,985 attendees and participants. Highlights included the Garden of Memories exhibition, which included together human body and Pacific quilts and featured artists from across Asia and the Pacific. This weekend will be featured in a box to be featured by film books. A series of public talks and a theatre production were also held in conjunction with the exhibition. Other exhibitions included: the Howick Art Group, the Auckland University Photographic Society and Mandy Haupua's Life is a Circular exhibition. Three high school concerts were held as part of the 2019 Classic @ Twelve series, along with performances by Jim Fenton with City of Sails, Hovebrom Brun, Howick Theatre, Young at Heart Chorus and Big Band Out East. Ta Reo classes and Māori bone carving workshops were held.</td>
</tr>
<tr>
<td>211</td>
<td>Operational Grant - Manukau City Band</td>
<td>Fund Manukau City Band Inc. to operate as the Manukau City Band, providing cultural performances to the community (including a concert targeted at youth audiences), training &amp; tuition opportunities for new/emerging musicians, and access to instruments to five players per year.</td>
<td>No further decisions anticipated</td>
<td>CS: ACE, Arts &amp; Culture</td>
<td>$11,000</td>
<td>LID Opex</td>
<td>Green</td>
<td>During Q3, the Manukau City Band ran 11 programmes, with a combined total of 444 participants and attendees. Highlights include having Australian guest conductor Dr Kevin Cameron work with young emerging conductors to develop their skills. February 2019 involved the annual Band Camp at hummingbird Primary School, and March 2019 was focused on rehearsals for the upcoming school performances in early April 2019.</td>
<td>During Q4 the Manukau City Band ran 16 programmes, with a combined total of 757 participants and attendees. Highlights included implementing a new concert format where the conductor explained the elements of the programme and the band demonstrated them. The band performed the Strike Up the Band concert in Takanui, and took part in a joint concert with Selka Gaiaki Victoria March Band in Ellesmere, which introduced new audiences to band music.</td>
</tr>
<tr>
<td>212</td>
<td>Operational Grant - Howick Brass</td>
<td>Fund Howick Brass Incorporated to operate as Howick Brass and the Howick Brass Learner Band, providing rehearsal, training and tuition opportunities for brass musicians in the area, free access to instruments, uniforms and music, and public performances to the community.</td>
<td>No further decisions anticipated</td>
<td>CS: ACE, Arts &amp; Culture</td>
<td>$10,000</td>
<td>LID Opex</td>
<td>Green</td>
<td>During Q3, Howick Brass ran 11 programmes with a combined total of 841 participants and attendees. Highlights include: the Ceremonial day performance at Player Drive Reserve, which had an audience of approximately 500, and in March 2019 the Sunday afternoon concert in Picton Street, Howick.</td>
<td>During Q4 Howick Brass ran 17 programmes, with a combined total of 8,828 attendees and participants. Highlights included the Dawn Parade at Stackhouse Hill for ANZAC Day, and the National Brass Band Championships in Hamilton.</td>
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<tr>
<td>214</td>
<td>Operational Grant - City of Manukau Pipes and Drums</td>
<td>Fund City of Manukau Pipes and Drums, incorporated to provide a quality programme of traditional Celtic and Scottish music, including a programme of rehearsals and public performances, establishment of a learner band and training initiative for emerging musicians.</td>
<td>No further decisions anticipated</td>
<td>CS: ACE - Arts &amp; Culture</td>
<td>$11,000</td>
<td>LD: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, the City of Manukau Pipers Pipes and Drums ran four programmes, which had a combined total of 1,150 attendances and participants. Highlights include multiple concerts at the Howick Historical Village over January, February and March 2019. These were well attended and well received by the local community. Generating new membership is a focus for the band, and have set up a Facebook page to support this.</td>
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<tr>
<td>215</td>
<td>Operational Expenses - Community Arts Programmes</td>
<td>Develop a range of arts and culture programming initiatives to be delivered across the Howick Local Board area ($38,000).</td>
<td>No further decision anticipated</td>
<td>CS: ACE - Arts &amp; Culture</td>
<td>$38,000</td>
<td>LD: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>This work programme is for the delivery of the Arts Out East project. The arts and culture team are currently working with the Arts Out East team to refine and strengthen the approach taken to this project. This programme line is being carried forward to the 2019/2020 programme to allow time for the approach to be developed and reviewed by the local board before being implemented. Staff have been working with the Arts Out East team to refine and strengthen the approach taken to this initiative. A draft approach was presented to the local board and is being further developed.</td>
</tr>
<tr>
<td>216</td>
<td>Programming Grant - Estuary Art Awards</td>
<td>Fund Unbridge Community Projects, a celebration of intelligent and innovative responses to ecology in the field of contemporary art. Artists are invited to research and respond to the Tāmaki Estuary, to underscore the ecological value of this vital waterway and encourage action against its pollution.</td>
<td></td>
<td>CS: ACE - Arts &amp; Culture</td>
<td>$10,000</td>
<td>LD: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, a funding agreement with the Unbridge Art Centre for the delivery of the Estuary Arts 2019 was administered. The Awards are scheduled to take place between 8 July and 31 August 2019. Unbridge have indicated that they are committed in principle to running the Estuary Art Awards this year. However, due to challenges with their financial position they cannot guarantee that they will be able to run the Awards at this stage. They expect to be able to update us on this by mid-late February.</td>
</tr>
<tr>
<td>321</td>
<td>Community Grants (4W)</td>
<td>Grants to support local community groups through contestable grant rounds. Budget: Local Community Grants $339,000.</td>
<td></td>
<td>CS: ACE - Community Empowerment</td>
<td>$395,000</td>
<td>LD: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, the Local Grant Round Two closed in March 2019. Discussions on grants will be made in Q4. There was one refund of $2,000 added back into the community grants budget. The local board allocated $76,758 to Local Grants Round Three and $52,756 to Quick Response Round Three. An additional $31,263 was reallocated from the ACE budget to cover the shortfall in community grants. There are no remaining funds.</td>
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<tr>
<td>726</td>
<td>Venue Hire Service Delivery - HV</td>
<td>Provides, manages and promotes venues for hire, and the activities and opportunities they offer by: managing the customer centric booking and access process - continue to develop and deliver service improvement initiatives - aligning activity to local board priorities through management of the fees and charges framework. These include whether activities contribute to community outcomes offered by not-for-profit and community groups.</td>
<td>Q4 - Local Board to approve fees and charges schedule for 2019/2020</td>
<td>CS: ACE - Community Places</td>
<td>$0</td>
<td>ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, staff updated the local board on fees and charges for 2019/2020. Community drop in sessions were held across Auckland to help hirers with the online booking process. This also gave hirers the opportunity to raise any questions they have with the hire process or the venue they hire. Bookings for 2019/2020 opened on 5 March 2019. By the end of the day there were over 18,000 bookings across the network. 91 per cent was self-service online bookings. Hearer satisfaction remains high with 84 per cent of hirers indicating that they would recommend the venues they have visited within the local board area. The statistics are based on the first eight months of 2018/2019.</td>
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<td>4 / 31</td>
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<td>858</td>
<td>Healthy Howick</td>
<td>Working towards the goals of social connectedness and access to healthy living, this programme will include: activating communities to develop social innovation initiatives, especially in areas of waste reduction and environmental protection ($10,000) establishing and maintaining gardens and orchards in communities and in schools ($15,000) creating opportunities for involving and increasing visibility of the LGBT, elderly and disability community ($5500) Note the 2018/2019 budget figures shown for this activity includes the $71,000 originally approved plus $11,000 deferred from 2017/2018.</td>
<td>CS ACE Community Empowerment</td>
<td>$82,000</td>
<td>LDR: Opex</td>
<td>Amber</td>
<td>A waste reduction initiative in early childhood centres ‘Clean Plate Lea's Rule’ is being delivered by Clean Plate in collaboration with Gardens 4 Health and the Compost Collective Chinese Conservation Education Trust will deliver two Repair Cafes. This initiative aims to encourage behaviour change around the throw-away culture of local communities. Fruit Trees in Schools – participants are receiving veggie and planting essentials to take their projects through autumn and winter. Kings Plant Barn and school representatives are meeting in Q4 to brainstorm further developments to this initiative. Gardens 4 Health will coordinate stage two of the Emilia Maud Nixon Community Teaching Garden. Staff have met with Manukau Institute of Technology to establish a collaborative venture involving students of the Horticulture and Landscaping course. Neighbours Day events were held with the support of Flat Bush Neighbourhood Support and Pakuranga Neighborhood Support. Flat Bush Neighbourhood Support and community representatives have met to discuss how the community can build their community connections and resilience. This meeting led into consideration the findings of the needs assessment preliminary report presented to the local board by First Response in December 2018.</td>
<td>Staff have worked to build the capacity of local organisations to address the community-led piece of the RLG component of the activity. There is no unspent budget which will be carried forward to progress the safety app project along with place-making initiatives and activators in the Ormiston area. Chinese Conservation Education Trust delivered two Repair Cafes at Pakuranga Community Hall and All Saints Church Hall with an average of 15 items for repair per event. The initiative encourages behaviour change around throw-away culture. Clean Plate engaged with Akoranga Marae and ASC Early Childhood Centres to deliver a pilot food waste minimisation programme in collaboration with Gardens for Health. They also delivered a Lunchbox Workshop for ECC centres that do not have cooking facilities. Oceane Howick delivered sewing sessions at Hillpark Community House with six to 12 participants per class, supporting intercultural connections. Kings Plant Barn met with schools to provide winter veggie re-plant advice and review the Fruit Trees in Schools project. Gardens for Health delivered an ‘elderly’ support to the Emilia Maud Nixon Community Garden. Maintenance took place to support the garden to be operated with community resources. Flat Bush Neighbourhood Support scoped the development of an App to address safety issues.</td>
<td></td>
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| 859 | Local Maori Responsiveness Plan – Howick | Work with mana whenua and mataawaka to create a local responsiveness action plan which includes the following:  
- identifying key aspirations and priorities for Howick in the area 
- identifying opportunities to work together 
- collaboratively creating a plan for building strong relationships and sharing information with Whānau  
- building on the work done to date with Te Tahawai Marae in developing their strategic plan  
- working on implementation of the plan with the marae. | CS ACE Community Empowerment | $5,000  | LDR: Opex       | Green | During Q3, Te Tahawai Marae presented their completed strategic plan to the local board. The plan had a focus on strengthening its infrastructure and building greater community engagement. Staff will work with the marae to identify the most appropriate use of resources for building capacity to enable them to implement the plan. | Staff completed funding agreement for Te Tahawai Marae to build capacity as they work on the implementation of their strategic plan. |
| 861 | Capacity Building supporting Healthy Howick goals | Working and building capacity of organisations that contribute to the goals of Healthy Howick: social connectedness and access to healthy living. | CS ACE Community Empowerment | $15,000  | LDR: Opex       | In progress | During Q3, staff completed a funding agreement with Howick Baptist Healthcare (HBN) Senior Living to establish a community-led virtual village. The model focuses on deliberate community building, helping seniors to create a mutually beneficial community of support to address loneliness and isolation. | Staff could not successfully negotiate the funding agreement with a community organisation to deliver local workshops. Staff will work with community organisation (LEAD) to deliver capacity building workshops for social enterprises and community organisations in 2018/2019. The proposed carry-forward budget will support the delivery of this project. Based on the need for capacity building in social enterprise for community organisations, staff identified relevant providers to deliver workshops that contribute to the goals of Healthy Howick: social connectedness and access to healthy living. Staff will complete the funding agreement in Q1 of 2019/2020. |
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<td>864</td>
<td></td>
<td>Youth participation and development</td>
<td>Continue building capacity in the youth council.</td>
<td>CS: ACE Community Empowerment</td>
<td>$60,000; LDI: Opex</td>
<td>In progress; Amber</td>
<td>During Q3, Unity House continues to co-design to create a sense of belonging in a youth space for young people in the area. The key ideas emerging have been around safety and accessibility. The youth council continues to push for more productive activities such as workshops on careers, and mental health support. The final phases of prototyping will be completed and ready for testing in Q4. Feedback will be provided to the local board in Q4. Also, Howick Youth Council completed their induction with new members. The group have re-started their regular meetings for the year. They have made an action plan for the new year which they will refine and present to the local board in Q4.</td>
<td>Unity House completed the design phase of the youth space project in collaboration with the Youth Council. The proposed carry-forward budget will progress the next stage. The prototyping phase will potentially involve the trial of a temporary youth space for the period of six to 12 months close to the Botany Town Centre area.</td>
<td></td>
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<tr>
<td>1225</td>
<td></td>
<td>Howick Information Service review implementation</td>
<td>A future options report is being prepared for the Howick Local Board. Any future options will require implementation of changes in the facility and its services depending on the requirements (Locally Driven Initiatives (LDI) open and targets may be required).</td>
<td>CS: ACE Community Empowerment</td>
<td>$0</td>
<td>Currently unfunded</td>
<td>Completed; Green</td>
<td>Staff have scheduled a meeting with the local board chair for early April 2019 to discuss the positions of new people to be brought back to the local board during a workshop.</td>
<td>Unity House has completed its findings on the Youth Space and presented these to the local board. The next stage is prototyping a youth space. Botany Town Centre was identified as the ideal location for a space. The youth council and Unity House will finalise their options and present these to the board. The youth council presented their plan to the local board and they are implementing their youth survey within the schools. They organised a quilt night that was attended by nearly 80 participants. They also hosted the Principals’ breakfast with a high uptake by local schools – only one school was not represented. They designed and facilitated the youth summit; organised a pride event in collaboration with Rainbow Youth. This work is linked to Healthy Howick and will continue to build on their overall leadership capability with a mentor. The youth council are working with the purpose of delivering a high-quality service to local schools.</td>
<td></td>
</tr>
<tr>
<td>1271</td>
<td></td>
<td>Apply the empowered approach – hotspotting communities (HWH)</td>
<td>Broker strategic collaborative relationships and resources within the community. This includes key activity areas: 1. Engaging community – reaching out to less accessible and diverse groups - focusing on capacity building and inclusion; 2. Supporting existing community groups; 3. Strengthening community-led placemaking and planning initiatives; 4. Creating new community-led placemaking and planning initiatives; 5. Providing support for community-led placemaking and planning initiatives; 6. Coordinating with relevant council departments and council-controlled organisations.</td>
<td>CS: ACE Community Empowerment</td>
<td>$0</td>
<td>LDI: Opex</td>
<td>Completed; Green</td>
<td>The strategic broker is working on an initiative around migrant small business and an entrepreneurial development programme that is inclusive of community organisations. This programme has been running successfully in another board and it will be tailored for Howick to increase capacity of community organisations.</td>
<td>The strategic broker connected with the community to test out this service and for it to evolve as a community hub. This activity will be reported to the local board at a future date to enable consideration of potential changes to the building and the funding required.</td>
<td></td>
</tr>
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Howick Local Board
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1418</td>
<td>Howick Ward Day</td>
<td>Develop a new event focussed on the Howick Ward. Initial work resourced through Events Unit (subject to availability). Timeline: Scoping/Initial design 2018/2019 Further design/delivery 2019/2020.</td>
<td>1. Provide initial guidance on event outcomes sought and broad design concept. 2. Consider and approve initial scoping document. 3. Allocate funding (2019/2020) for final event design and delivery.</td>
<td>CS: ACE Events</td>
<td>$0</td>
<td>LDR: Opex</td>
<td>Cancelled</td>
<td>Grey</td>
<td>An initial scope and steer workshop discussion with the local board is scheduled in May 2019. Event development is no longer being progressed for 2019/2020, as agreed by the local board.</td>
</tr>
<tr>
<td>1420</td>
<td>Hire fee subsidy - HW</td>
<td>Administer further fee subsidy of hire fee to specific groups funded by LDR until December 2018.</td>
<td></td>
<td>CS: ACE Community Places</td>
<td>$2,017</td>
<td>LDR: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>From 1 January 2019 standard rates have applied. Each group was notified of the changes. From 1 January 2019 standard rates have applied. Each group was notified of the changes.</td>
</tr>
<tr>
<td>1421</td>
<td>Howick Information Service work programme delivery</td>
<td>Deliver the work programme of activities at the Howick Information Service with a focus on providing legal, social and community services for the seniors, youth, ethnic and wider communities. The work programme also includes the provision of information and directional services to tourists, visitors and locals and administrative costs of running a volunteer programme.</td>
<td></td>
<td>CS: ACE Community Places</td>
<td>$3,600</td>
<td>ARS: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Christians Against Poverty (CAP NZ), is now providing their service (budgeting, dealing with existing debts, careers advice etc) at Howick Information Service. Bodyfit, a senior health and fitness expert is starting next month at this centre. The centre will be booked for a couple of weekends for a group of 14 new doctors to have their tutorials prepping for final test. The aim for Q4 is to keep on attracting new services and further enhance and develop the existing ones.</td>
</tr>
<tr>
<td>1467</td>
<td>Howick Volunteer Coordinating Incorporated</td>
<td>Support the operational cost involved with search and rescue services from Howick Beach Provide education and training for boat crews and the boating public. Maintain working relationships with neighbouring regional and national coastguard and sea rescue services.</td>
<td></td>
<td>CS: ACE Community Empowerment</td>
<td>$46,000</td>
<td>LDR: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Funding is in place and Howick Volunteer Coordinating Incorporated (HVIC) continue to deliver on agreed outcomes. Accountability reporting is due in July 2019. 19/20 FY work programme development includes a further focus on prevention strategies for high risk groups.</td>
</tr>
<tr>
<td>1524</td>
<td>Chinese New Year in Howick &amp; Pakuranga</td>
<td>Dineout of Chinese New Year Celebrations. Two co-delivered events with the Chinese Association, Pakuranga and Botany.</td>
<td></td>
<td>CS: ACE Events</td>
<td>$60,000</td>
<td>LDR: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Two Chinese New Year events in Howick and Pakuranga were delivered. Saturday; 9th February approximately 850 people attended the Botany event and approximately 550 people attended the Pakuranga event on Sunday, 10th February. No activity was scheduled to occur in Q4. Events were delivered in Q3.</td>
</tr>
<tr>
<td>2806</td>
<td>Community Response Fund - Howick</td>
<td>Discretionary fund to respond to community issues as they arise during the year. The local board will consider strategic assessments of proposed initiatives and/or projects, and approve funding for those projects after consideration of their likely benefits</td>
<td></td>
<td>CS: ACE Advisory</td>
<td>$38,000</td>
<td>LDR: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Balance: Nil</td>
</tr>
</tbody>
</table>
### Work Programme 2018/2019 Q4 Report

<table>
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<tr>
<td>702</td>
<td>The Full Facilities Maintenance contracts include all buildings, parks and open space assets, sports fields, coastal management and storm damage.</td>
<td>With the maintenance contracts, local board assets are able to be maintained to the approved level of service. These contracts provide for required compliance tasks and scheduled activities including planned preventative maintenance to be completed, and for response to requests for maintenance. These contracts benefit all members of the public as local board assets are able to be fully utilized if they are in good condition. The Maintenance Department, including Parks and Recreation, is responsible for the maintenance and operation of all local board assets.</td>
<td>No further decisions anticipated</td>
<td>CF, Operations</td>
<td>$6,450,169 ABS, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>The third quarter of the year has seen higher temperatures and a slowing in grass growth. Use of our open spaces and beaches within the Howick Local Board area has increased. There has been an increase in the amount of rubbish removal from sites and we are working to ensure the public conveniences at these busy sites are clean and functioning. Matching of sites is continuing throughout the local board area. A number of newly installed assets have been taken on board within the Flatbush and the Operational Management and Maintenance teams are ensuring that these assets are at the required level before being accepted. Howick and Highland Park Libraries have had large refurbishments undertaken within the facilities. The collaboration between the Community Facilities department, site managers and the contractors has resulted in excellent outcomes. Audits continue to be carried out across the built and open space community facilities, to ensure that the facilities are being maintained to the required standard. The auditing process has also highlighted a number of renewal projects that could possibly be added into the draft renewal work programme which is currently being considered by the local board. Operational Management and Maintenance have been working hard in planning and preparation for the next Streetscape contracts, with the green assets coming across on 1 April.</td>
<td>The fourth quarter of the year has seen lower temperatures and a slowing in grass growth. Use of our open spaces and beaches within the Howick Local Board area has increased. There has been an increase in the amount of rubbish removal from sites and we are working to ensure the public conveniences at these busy sites are clean and functioning. Matching of sites is continuing throughout the local board area. A number of newly installed assets have been taken on board within the Flatbush and the Operational Management and Maintenance teams are ensuring that these assets are at the required level before being accepted. Howick and Highland Park Libraries have had large refurbishments undertaken within the facilities. The collaboration between the Community Facilities department, site managers and the contractors has resulted in excellent outcomes. Audits continue to be carried out across the built and open space community facilities, to ensure that the facilities are being maintained to the required standard. The auditing process has also highlighted a number of renewal projects that could possibly be added into the draft renewal work programme which is currently being considered.</td>
</tr>
</tbody>
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<p>| Attachments | Item 17 |</p>
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<tr>
<td>2325</td>
<td>29 Grange Road, Howick (Star of the Sea) - renew building</td>
<td>Overview - repair the leaks and mitigate mould in various rooms within the building to ensure the facility remains fit for purpose. Current status - in conjunction with the leasing team, investigate options to repair the leaks and mitigate the mould. Stage one - start to consult with the local board regarding options and cost estimates for their consideration. Stage two - old physical works. This is a multi-year funded project initiated as part of the 2018/19 programme.</td>
<td>Options to be presented to the board for approval</td>
<td>CF: Investigation and Design</td>
<td>$20,000 ABS: Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed February 2019</td>
<td>Project completed February 2019</td>
</tr>
<tr>
<td>2326</td>
<td>90R Wellington Street, Howick - Howick Tennis Club and Howick Athletics Club - renew condition 4 and 5 assets</td>
<td>Current Occupier: Howick Brass Band, Howick Tennis Club and Howick Athletics Club. Current status - stage one - in conjunction with the leasing team, investigate options to renew the facility and scope the required physical works to ensure the facility remains fit for purpose. Stage two - implement physical works as approved by the local board. This is a multi-year funded project initiated as part of the 2018/19 programme.</td>
<td>Options to be approved by local board</td>
<td>CF: Investigation and Design</td>
<td>$25,000 ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: Project requires further strategic assessment from Community Services. Next steps: Awaiting outcome from the leasing team regarding the future use of the facility.</td>
<td>Current status: Project requires further strategic assessment from Community Services. Next steps: Awaiting outcome from the leasing team regarding the future use of the facility.</td>
</tr>
<tr>
<td>2327</td>
<td>Bucklands &amp; Eastern Beach War Memorial Hall - refresh fish facility</td>
<td>Overview - renew and refurbish the facility. Current status - stage one - investigate options to renew the facility in line with the recent condition assessment report and scope the required physical works to ensure the facility remains fit for purpose. Stage two - deliver physical works as approved by the local board. This is a multi-year funded project that was initiated as part of the 2018/19 programme. Estimated completion date is June 2019.</td>
<td>Options to be presented to board for approval</td>
<td>CF: Investigation and Design</td>
<td>$45,000 ABS: Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Current status: Physical works contract has been awarded for 'Stage 2' of the works. Due to the facility bookings, the works can only be undertaken from 6 - 24 May 2019. Other works include renewal of the main hall, bathrooms, entrance foyer, kitchen and supper room. Electrical upgrades have also been included in the works. Next steps: Carry out physical works in the timespans stipulated above.</td>
<td>Current status: All works have been completed with the exception of the replacement of the building signage. Final design approval is underway, installation to be completed within the next two weeks. Next steps: Complete works.</td>
</tr>
<tr>
<td>2328</td>
<td>Cockle Bay - renew and extend seawall</td>
<td>Overview - renew and extend the seawall at Cockle Bay as recommended by the Coastal Management Team to ensure the seawall remains fit for purpose. Current status - stage one - in conjunction with the Coastal Management Team, investigate options to renew and extend the seawall and scope the required physical works. Proposed options and works to be consulted with the board. Stage two - implement physical works. This project is a multi-year funded project initiated as part of the 2018/19 programme. Estimated completion date yet to be established.</td>
<td>Options to be consulted with the board</td>
<td>CF: Investigation and Design</td>
<td>$250,000 ABS: Capex - Renewals; LDH: Capex</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Contract for physical works has been awarded. Heritage New Zealand archaeological authority was granted in February 2019. Next steps: Carry out physical works. Due to the suppliers work commitments, physical works can only commence mid to late May 2019.</td>
<td>Current status: Physical works scheduled to commence 24 June 2019. Next steps: Complete physical works.</td>
</tr>
<tr>
<td>2329</td>
<td>Cockle Bay Reserve - renew play assets and fence</td>
<td>Overview - renew play assets, fence and seating at Cockle Bay Reserve. Current status - stage one - investigate options to renew play assets and fencing and scope the physical works to ensure the assets remain fit for purpose and provide the required level of service. Stage two - implement physical works. This is a multi-year funded project initiated as part of the 2018/19 programme.</td>
<td>Options to be presented to the board for approval</td>
<td>CF: Investigation and Design</td>
<td>$15,000 ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Concept design ideas being prepared for submission to the Local Board for discussion at a workshop. Next steps: Engage professional services for preliminary design.</td>
<td>Current status: Concept designs being prepared which have proved more challenging than anticipated due to Heritage and tree restrictions. Next steps: Present options to the Local Board at a workshop in July.</td>
</tr>
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<tr>
<td>2330</td>
<td>Howick - renew parks and fences FY19+</td>
<td>Overview - renew park furniture and fences. Current status - stage one - investigate, design and scope the works required (excluding options to propose to the local board for assets that may benefit from an increased level of service). Stage two - plan and deliver the physical works. This project is a multi-year funded project to be initiated as part of the 2018/19 programme. Estimated completion date yet to be established.</td>
<td>Options to be presented to the board for approval</td>
<td>CF - Investigation and Design</td>
<td>$10,000 ABS - Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Assessments for these assets are anticipated to be completed in March 2019 when the scope can be determined for renewal works. Next steps: Once the assessment have been completed the options for the renewal will be recorded for consideration and prioritisation.</td>
<td>Current status: Scope for renewal works is currently being assessed. Next steps: Renewals scope to be presented to the local board for prioritisation.</td>
</tr>
<tr>
<td>2331</td>
<td>Howick - LDI minor capex fund 2018/19</td>
<td>Overview - Funding to deliver minor capex projects throughout the financial year as approved in the monthly local board workshops. Details of approved works will be added to ensure clear reporting. These improvement projects are funded by the local board's discretionary budget.</td>
<td>Options to be presented to the board for approval</td>
<td>CF - Investigation and Design</td>
<td>$50,000 LDI - Capex</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A new rest area in Mangerepo Reserve built by The Friends of Mangerepo Society, in memory of founding member Betty Harris, has been allocated funding from the LDI minor capex funds. Next steps: The local board has requested the installation of community notice boards for Stockade Hill and Howick Recreation Centre and a report will be submitted in May for local board approval to allocate additional LDI minor capex funds.</td>
<td>Current status: Funding allocation and delivery of the rest area in Mangerepo Reserve is complete. The installation of the community notice boards for Stockade Hill and Howick Recreation Centre will be delivered in the FY 19/20 work programme. Next steps: Additional new rest area assets which can be funded by the LDI minor capex fund will be identified and recommended to the local board for consideration.</td>
</tr>
<tr>
<td>2332</td>
<td>Howick - renew park fencing FY19+</td>
<td>Overview - renew park fencing. Current status - stage one - investigate, design and scope the works required (excluding options to propose to the local board for assets that may benefit from an increased level of service). Stage two - plan and deliver the physical works. This project is a multi-year funded project to be initiated as part of the 2018/19 programme. Estimated completion date yet to be established.</td>
<td>Options to be presented to the board for approval</td>
<td>CF - Investigation and Design</td>
<td>$10,000 ABS - Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Assessments for these assets are anticipated to be completed in March 2019 when the scope can be determined for renewal works. Next steps: Once the assessments have been completed the options for the renewal will be recorded for consideration and prioritisation.</td>
<td>Current status: Scope for renewal works is currently being assessed. Next steps: Renewals scope to be presented to the local board for prioritisation.</td>
</tr>
<tr>
<td>2333</td>
<td>Howick - renew park lighting FY19+</td>
<td>Overview - renew park lighting. Current status - stage one - investigate, design and scope the works required (excluding options to propose to the local board for assets that may benefit from an increased level of service). Stage two - plan and deliver the physical works. This project is a multi-year funded project to be initiated as part of the 2018/19 programme. Estimated completion date yet to be established.</td>
<td>Options to be presented to the board for approval</td>
<td>CF - Investigation and Design</td>
<td>$10,000 ABS - Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Assessments for these assets are anticipated to be completed in March 2019 when the scope can be determined for renewal works. Next steps: Once the assessment have been completed the options for the renewal will be recorded for consideration and prioritisation.</td>
<td>Current status: Scope for renewal works is currently being assessed. Next steps: Renewals scope to be presented to the local board for prioritisation.</td>
</tr>
<tr>
<td>2334</td>
<td>Howick - renew sports fields FY19+</td>
<td>Overview - renew sports fields. Current status - stage one - investigate, design and scope the works required (excluding options to propose to the local board for assets that may benefit from an increased level of service). Stage two - plan and deliver the physical works. This project is a multi-year funded project to be initiated as part of the 2018/19 programme. Estimated completion date yet to be established.</td>
<td>Options to be presented to the board for approval</td>
<td>CF - Investigation and Design</td>
<td>$20,000 ABS - Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Currently working on investigating assets in sports parks which require renewal. Next steps: Prepare recommendations based on conditional rating.</td>
<td>Current status: Currently investigating potential asset renewals in the following parks Howick Domain, Lloyd Elmore and William Green Domain. Next steps: Prepare recommendations based on conditional rating.</td>
</tr>
<tr>
<td>2335</td>
<td>Howick - renew play spaces FY19+</td>
<td>Overview - renew play equipment at various sites including playgrounds, skate parks and ball courts. Year one - investigate (including options for sites that would benefit from an increase level of service to propose to the local board) and scoping. Year two - physical works.</td>
<td>Options to be presented to the board for approval</td>
<td>CF - Investigation and Design</td>
<td>$30,000 ABS - Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Assessments for these assets are anticipated to be completed in March 2019 when the scope can be determined for renewal works. Next steps: Once the assessment have been completed the options for the renewal will be recorded for consideration and prioritisation.</td>
<td>Current status: Scope for renewal works is currently being assessed. Next steps: Renewals scope to be presented to the local board for prioritisation.</td>
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</tbody>
</table>
## Work Programme 2018/2019 Q4 Report

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<tr>
<td>2336</td>
<td>Howick Library - comprehensive renewal and renew air conditioning</td>
<td>Overview - comprehensive building retrofit including air conditioning, furniture, fixtures and equipment. Current status - stage one - investigate design and scope the works required. Options to propose to the local board for assets may benefit from an increased level of service. Stage two - plan and deliver.</td>
<td>Design options to be reviewed by the board. CFF - Investigation and Design.</td>
<td>CF - Investigation and Design</td>
<td>$165,000 ABS - Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Physical works commenced for the interior upgrade at the Howick Library including carpet replacement, painting, electrical upgrade, bathroom repairs and air conditioning replacement for the works room area. Works anticipated to be completed by 5 April 2019.</td>
<td>Current status: Prepare drawings for exterior upgrade works, including replacement of window sill, exterior cladding replacement and roof membrane repairs to address weather tightness issues. Next steps: Order furniture and get assessments done for exterior upgrade works planned for 2020.</td>
</tr>
<tr>
<td>2337</td>
<td>Howick Library - renew CCTV system</td>
<td>Renew the CCTV system including cameras and monitors, as the current equipment is at the end of its useful life. This project has been requested by the Auckland Council Security Manager.</td>
<td>No further decisions anticipated. CFF - Project Delivery.</td>
<td>CF - Project Delivery</td>
<td>$14,000 ABS - Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed September 2018</td>
<td>Project completed September 2018.</td>
</tr>
<tr>
<td>2338</td>
<td>Howick Recreation Centre - comprehensive renewal</td>
<td>Overview - comprehensive renewal of the recreation centre including roof replacement and the upgrade of the air conditioning system. Current status - stage one - investigate design and scope the works required. Options to be approved by local board.</td>
<td>Options to be approved by local board. CFF - Project Delivery.</td>
<td>CF - Project Delivery</td>
<td>$200,000 ABS - Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Physical Works tender released for Kauri Kids outdoor play space renewal. Building assessment report being finalised. Next steps: Physical works anticipated to start in May 2019 for Kauri Kids outdoor play space renewal.</td>
<td>Current status: As agreed at the Local Board workshop in June, short term works will be completed to keep center operational while longer term plans are being investigated. Next steps: Present scope to the local board for the longer term investigation.</td>
</tr>
<tr>
<td>2339</td>
<td>Lloyd Elmore Park Leisure Centre - comprehensive renewal</td>
<td>Overview - renew facility including the upgrade of the air conditioning in the fitness studio, upgrade of poolside changing rooms, LED signage of lighting throughout the facility, complete fitting of steam room, renew spa shower plantwork, repair splash pool leaks, replace skylights in the main pool hall, repaint bleachers, replace three variable speed drives units, replace diamantaceous earth socks, replace gym carpets, refill gym changing rooms, renew membrane roof on main pool hall, back up plant room pumps and renew spin static carpet. Current status - stage two - deliver physical works. This is a multi year funded project and is a continuation of the 2017/2018 programme (previous ID 2043).</td>
<td>No further decisions anticipated. CFF - Project Delivery.</td>
<td>CF - Project Delivery</td>
<td>$720,000 ABS - Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed December 2018.</td>
<td>Project completed.</td>
</tr>
<tr>
<td>2340</td>
<td>Mangerearea and Pt View - renew walkway and car park</td>
<td>Overview - renew walkway and car park due to recent slips in the area. Current status - stage two - deliver physical works remediate slips and renew the endura track, weather permitting. This is a multi year funded project and is a continuation of the 2017/2018 programme (previous SP18 ID 2940).</td>
<td>No further decisions anticipated. CFF - Investigation and Design.</td>
<td>CF - Investigation and Design</td>
<td>$80,000 ABS - Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Current status: Track and slip repairs 90% complete, remainder of track remediation to proceed Feb/March 2019. Next steps: Complete final slip repair and track renewal in early April.</td>
<td>Current status: Track end slip repairs now complete, all works complete under this project. Next steps: Monitor for defects.</td>
</tr>
<tr>
<td>ID</td>
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<tr>
<td>2341</td>
<td>Ostrich Farm - sand sieves, drainage, and irrigation - design and consent</td>
<td>Sand sieves, drainage, irrigation and lights. Year One - investigation (including options for sites that would benefit from an increase level of service to propose to the local board), scoping and physical works. Year 2 - physical works. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2550).</td>
<td>No further decisions anticipated</td>
<td>OF Investigation and Design</td>
<td>$200,000 ABS Capex - Development</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: Site investigations have begun and the lead consultant will undertake the preliminary concept options. Next steps: The lead consultant and Auckland Council staff will reconvene in late July to review the results of the investigations and preliminary concept options.</td>
<td>Timing of works may be impacted relating to surrounding developments and release of infrastructure. Current status: The draft concept options have been presented to the local board at the 21 May 2019 workshop. These designs are now being advanced to the public engagement phase. Next steps: The draft concept options will be consulted on with IM, internal stakeholders, and external stakeholders. This feedback will be used to refine the options and advance a recommended option. These results will be presented at a future local board workshop.</td>
</tr>
<tr>
<td>2342</td>
<td>Pakuranga Recreation &amp; Youth Centre - renew carpark security cameras</td>
<td>Renew CCTV and security cameras to monitor the main car park area. This project has been requested by the Auckland Council Security Manager.</td>
<td>No further decisions anticipated</td>
<td>OF Project Delivery</td>
<td>$24,000 ABS Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Further investigation is pending the result of discussion between Community Services and Auckland Transport about the proposed changes from the AMETI (Auckland Mass Transit Initiative) project stage two design for Rupees Road and William Roberts Road. Next steps: Carry out investigation and design.</td>
<td>Current status: Physical work is underway and expected to be complete by first week of July. Slightly delayed due to material and resource unavailability. Next steps: Project completion.</td>
</tr>
<tr>
<td>2343</td>
<td>Pakuranga Seating Club ramp and structure - renewal</td>
<td>Renew Blakey Drive Reserve boat ramp, fences, fitness station, bridge, seawall and step renewal. Stage one is investigation and design including the condition assessment and conceptual drawings which will provide a clear understanding of the recommended options. These options will be presented to the Local Board for consideration and approval. A design solution will then be developed. Stage two will include the physical works. This is a multi-year funded project and is a continuation of the 2017/2018 programme (previous SP18 ID 2550).</td>
<td>Options to be approved by local board</td>
<td>OF Investigation and Design</td>
<td>$600,000 ABS Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Business Case and developed design/ solution on preferred option has been resolved with Local Board. Tender has closed for design and consent services and is currently being reversed. Next steps: Award Consultant and proceed with detailed design.</td>
<td>Current status: Detailed design and consultation with local residents andlet is in progress. Next steps: Collate feedback for consent purposes and finalised detailed design.</td>
</tr>
<tr>
<td>2344</td>
<td>Pohutukawa Avenue Esplanade Reserve - improve access</td>
<td>Overview - install stair access as a health and safety measure following a landslide. This work is required to ensure it is in place and allow for maintenance access. The project started under urgency. Further work is required that cannot be funded through ABS Capex renewals as new assets provide the best solution. LDI Capex funding is being sought. Current status - stage one - undertake geotechnical investigation and structural assessment.</td>
<td>Options to be approved by local board</td>
<td>OF Investigation and Design</td>
<td>$150,000 LDI Capex</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Geotechnical inspection completed, developing detailed design for a set of stairs and landings. Progressing information for resource consent. Next steps: Submit resource consent and Tender in late May for physical works.</td>
<td>Current status: Geotechnical inspection completed, developing detailed design for a set of stairs and landings. Progressing information for resource consent. Next steps: Submit resource consent and tender in late July/early August 2019 for physical works.</td>
</tr>
</tbody>
</table>
## Work Programme 2018/2019 Q4 Report

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<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
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</thead>
<tbody>
<tr>
<td>2345</td>
<td>Point View Retain - replace retaining wall</td>
<td>Renew the retaining wall (supporting the western end of the gateway) which is in poor condition and is the cause of road damage. Construction will be given for other options for pedestrian access to the site around the eastern side as opposed to the western side. Stage one includes the investigation, design and scope of the physical works (including options for assets that may benefit from an increased level of service subject to local board approval). Stage two will include the physical works.</td>
<td>Options to be approved by local board</td>
<td>CF - Investigation and Design</td>
<td>$100,000</td>
<td>ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Landowner, tree and building consents are underway. Tender documents are being completed in March 2019. Next steps: Tender in March 2019. Physical works in April 2019</td>
</tr>
<tr>
<td>2346</td>
<td>R石家 Park - renew playground</td>
<td>Renew playground. Stage one includes the investigation, design and scope of the physical works (including options for assets that may benefit from an increased level of service subject to local board approval). Stage two will include the physical works.</td>
<td>Design to be approved by local board</td>
<td>CF - Investigation and Design</td>
<td>$150,000</td>
<td>ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Preliminary design is currently being prepared for local board workshop in April. Details on issues will impact on the design. Next steps: Options and budget estimates will be presented to the local board for consideration.</td>
</tr>
<tr>
<td>2347</td>
<td>Rogers Park - renew playground</td>
<td>Develop a concept plan to increase play provision at the park, including consideration for a high degree of accessibility. The design will include options for installation of appropriate play items and supporting infrastructure. Stage one is the development of the concept plan including the investigation and scope of the physical works for local board approval. Stage two includes physical works. This project is a multi-year funded project to be initiated in the 2019/2020 programme.</td>
<td>Design to be approved by local board</td>
<td>CF - Investigation and Design</td>
<td>$200,000</td>
<td>ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Preliminary design and budget estimates are currently being prepared for local board workshop in April. Next steps: Options will be presented to the local board for their consideration and advice.</td>
</tr>
<tr>
<td>2348</td>
<td>Shelly Park - stabilise cliff with soil nails (Shelly Park Cruising Club)</td>
<td>Stabilise cliff with soil nails. This project started under urgency as a health and safety issue due to a landslip. Stage one includes the investigation, design and scope of the physical works (including options for assets that may benefit from an increased level of service subject to local board approval). Stage two will include the physical works. This project is a multi-year funded project and a continuation of the 2017/2018 programme (previous SP ID 3484).</td>
<td>Options to be approved by local board</td>
<td>CF - Investigation and Design</td>
<td>$300,000</td>
<td>ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Geotechnical design is complete, review of resource consent and building consent requirements in progress. Next steps: Confirm resource and building consent requirements if any, tender in late February.</td>
</tr>
<tr>
<td>2349</td>
<td>Stockade Hill - renew sign</td>
<td>Renew the sign at Stockade Hill.</td>
<td>Options to be approved by local board</td>
<td>CF - Investigation and Design</td>
<td>$5,000</td>
<td>ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Concept design being prepared for local board approval. Next steps: Engage contractor for manufacturing and install of the sign.</td>
</tr>
<tr>
<td>2350</td>
<td>Tapline Edible Walkway - develop walkway stage 2</td>
<td>Create a 10-15 kilometre network of shared paths along the edge of the Tamaki Inlet which once complete will link to the Rotary Walkway.</td>
<td>Design to be approved by local board</td>
<td>CF - Investigation and Design</td>
<td>$200,000</td>
<td>ABS: Capex - Growth</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: The walkway is complete, bridge widening is in progress. Minor defect in pedestrian path has been addressed by the contractor. Next steps: Complete bridge widening in May.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
<td>Further Decision Required</td>
<td>Lead Dept / Unit / COO</td>
<td>Budget</td>
<td>Activity Status</td>
<td>RAG</td>
<td>Q3 Commentary</td>
<td>Q4 Commentary</td>
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<tr>
<td>2351</td>
<td>Te Rēkoau Park</td>
<td>Develop a concept plan to incorporate a design upgrade for the play space to a district level playground that caters for a wider audience. The design will include options for installation of appropriate play items and supporting infrastructure. Stage one is the development of the concept plan including the investigation and scope for the physical works for local board approval. Stage two includes physical works. This project is a multi-year funded project and a continuation of the 2017/2018 programme (previous SP18 ID 2556).</td>
<td>Design to be approved by local board</td>
<td>CF / Investigation and Design</td>
<td>$140,000 ABS / Capex - Renewables</td>
<td>On Hold</td>
<td>Red</td>
<td>Current status: This project is on hold pending discussion between Community Services and Auckland Transport about the proposed changes from the AMETI 1/1 (Auckland Manukau Eastern Transport Initiative) project stage two design for Reeves Road and William Roberts Road. The proposed concept plan and the playground strategy being developed by Community Services will also feed towards the final location of the playground. Next steps: Carry out investigation and provide options for decision making to the Howick Local Board on the options available.</td>
<td>Project 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 and re-aligning the concept plans proposed by the Active Recreation team. Current status: This project is on hold pending discussion between Community Services and Auckland Transport about the proposed changes from the AMETI (Auckland Manukau Eastern Transport Initiative) project stage two design for Reeves Road and William Roberts Road. The proposed concept plan and the playground strategy being developed by Community Services will also feed towards the final location of the playground. Next steps: Carry out investigation and provide options for decision making to the Howick Local Board.</td>
</tr>
<tr>
<td>2745</td>
<td>Cascade Walkway</td>
<td>Renew walkways for the following proposed sites: Cascade Walkway No. 3 (Godford), Cascade Walkway No. 7, 10/12 Link Road and Cascade Walkway No. 4 (Kookaburra). Works to include replacement and repair of handrails, bridge cleaning and segmented replacement of concrete pavements and foundations. This is a multi-year funded project and is a continuation of the 2017/2018 programme (previous SP18 ID 2529).</td>
<td>No further decisions anticipated</td>
<td>CF / Project Delivery</td>
<td>$95,000 ABS / Capex - Renewables</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A consultant has been engaged to apply for all necessary consents for the demolition of the toilet block. Drawings for consents underway. Next steps: Submit drawings for all necessary consents and engage contractor to complete physical works. Current status: Building consent application has been lodged and physical works tender awarded, awaiting resource consent. Next steps: Start physical works once resource consent has been granted.</td>
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</tr>
<tr>
<td>2749</td>
<td>Buddell Park -</td>
<td>Demolish the toilet block at Buddell Park as a health and safety measure to ensure a safe and secure environment.</td>
<td>No further decisions anticipated</td>
<td>CF / Investigation and Design</td>
<td>$45,000 Regional</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A consultant has been engaged to apply for all necessary consents for the demolition of the toilet block. Drawings for consents underway. Next steps: Submit drawings for all necessary consents and engage contractor to complete physical works. Current status: Building consent application has been lodged and physical works tender awarded, awaiting resource consent. Next steps: Start physical works once resource consent has been granted.</td>
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</tr>
<tr>
<td>2751</td>
<td>(OL) Flat Bush -</td>
<td>Design and construct new library and multi-use community facility investigation (including options for sites that would benefit from an increase level of service that can be provided to the local board), scope of physical works, year 2 - physical works This project is a continuation of the 2017/2018 programme (previous SP18 ID 2532).</td>
<td>No further decisions anticipated</td>
<td>CF / Investigation and Design</td>
<td>$156,350 ABS / Capex - Development</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: advanced planning underway for community facilities including library and art/community and aquatic centres. Next steps: Confirm locations which are under analysis for best service delivery. Current status: Building consent application has been lodged and physical works tender awarded, awaiting resource consent. Next steps: Start physical works once resource consent has been granted.</td>
<td>Delays due to alignment with town centre developer’s timelines may occur. Assumption that Carpark will be provided elsewhere in Town Centre by developer. Earthworks are assumed to be carried out by developer (no cost to the project). Once landscaping with Parakai and developer to occur. Scope rationalisation has taken place to determine the ‘bare Minimum Adequate’ scope to enable delivery within current budget. Current status: Draft report on location options received and awaiting review internally. Next steps: Present findings from the location options report to a local board workshop and business meeting in August 2019.</td>
</tr>
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<tr>
<td>2752</td>
<td>Highland Park Library - renew CCTV system</td>
<td>Replace the CCTV system including cameras and monitor, as the current equipment is at the end of its useful life. This project has been requested by the Auckland Council Security Manager.</td>
<td>No further decisions anticipated</td>
<td>CF - Investigation and Design</td>
<td>$20,000 ABS Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed September 2018</td>
<td>Project completed September 2018</td>
</tr>
<tr>
<td>2753</td>
<td>Howick renew park pathways and culverts McLean's Park</td>
<td>Renew and restore pathway network in McLean’s Park to address severe degradation of the tracks due to weather events. Paths to be respaced to improve drainage, culverts to be expanded and vegetation to be trimmed and/or removed.</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$100,000 ABS Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Track work completed excluding boardwalk. Finalising award of tender for Boardwalk. Next steps: Award boardwalk and start in May 2018.</td>
<td>Current status: Track work completed excluding boardwalk. Finalising award of tender for Boardwalk. Next steps: Award boardwalk and commence in Spring 2019.</td>
</tr>
<tr>
<td>2754</td>
<td>Howick - renew park walkways and pathways FY21+</td>
<td>Renew walkways and paths at various parks. Stage one - investigate, design and scope physical works (including options to propose to the local board for assets that may be removed from an increased level of service). Stage two - physical works commence. This is a multi-year funded project and is a continuation of the 2017/2018 programme (previous SP18 ID 2530).</td>
<td>Options to be approved by local board</td>
<td>CF - Investigation and Design</td>
<td>$10,000 ABS Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Assessments for these assets are anticipated to be completed in March 2019 when the scope can be determined for renewal works. Next steps: Once the assessment has been completed the options for the renewal will be recorded for consideration and prioritisation.</td>
<td>Current status: Scope for renewal works is currently being assessed. Next steps: Renewals scope to be presented to the local board for prioritisation.</td>
</tr>
<tr>
<td>2755</td>
<td>Barry Curtis Park - develop Flat Bush School Rd Carpark</td>
<td>Construct new carpark along Flat Bush School Road. Original project is a continuation from the 2019/2017 programme (previous ID 2770), replacing items 2533, 2554 and 2556.</td>
<td>Options to be approved by local board</td>
<td>CF - Project Delivery</td>
<td>$1,400,000 ABS Capex - Development</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Construction of the carpark works underway. Next steps: Construction of the carpark works planned to complete and December 2019.</td>
<td>Current status: Construction of the carpark works planned to be complete end of December 2019.</td>
</tr>
<tr>
<td>2756</td>
<td>Barry Curtis Park - develop lighting (southern sector)</td>
<td>Install lighting for sports fields, Park Road and main walkways. Original project is a continuation from the 2016/017 programme (previous ID 2770), replacing items 2523, 2524, and 2525.</td>
<td>Options to be approved by the local board</td>
<td>CF - Project Delivery</td>
<td>$1,250,000 ABS Capex - Development</td>
<td>In progress</td>
<td>Green</td>
<td>Project completed February 2019. Next steps: Final sign off for the end of the defect liability period is February 2020.</td>
<td>Project is on hold. Construction planned for financial year 2024. Construction planned for financial year 2024.</td>
</tr>
<tr>
<td>2757</td>
<td>Barry Curtis Park - develop existing Culture Lawn - Chapel Rd metal carpark</td>
<td>Construct carpark along culture lawn chapel road. Original project is a continuation from the 2016/2017 programme (previous ID 2770), replacing items 2523, 2524, and 2525.</td>
<td>Options to be approved by the local board</td>
<td>CF - Project Delivery</td>
<td>$1,500,000 ABS Capex - Development</td>
<td>On Hold</td>
<td>Red</td>
<td>This project is on hold. Construction planned for financial year 2024.</td>
<td>This project is on hold. Construction planned for financial year 2024.</td>
</tr>
<tr>
<td>2771</td>
<td>Programme Development and Delivery - Local initiatives</td>
<td>Development and delivery contractor professional fees.</td>
<td>Options to be approved by the local board</td>
<td>CF - Project Delivery</td>
<td>$150,000 LF1 - Open</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Assessments for these assets are anticipated to be completed in March 2019 when the scope can be determined for renewal works. Next steps: Once the assessment have been completed the options for the renewal will be recorded for consideration and prioritisation.</td>
<td>Current status: Scope for renewal works is currently being assessed. Next steps: Renewals scope to be presented to the local board for prioritisation.</td>
</tr>
<tr>
<td>2773</td>
<td>Greenmount Development - develop public access</td>
<td>Greenmount Development project. Stage one - investigate, design and scope physical works (including options to propose to the local board for assets that may benefit from an increased level of service). Stage two - physical works commence. This is a multi-year funded project in which this project is a continuation of the 2017/2018 programme (previous SP18 ID 2539).</td>
<td>Design to be approved by the local board</td>
<td>CF - Investigation and Design</td>
<td>$50,000 ABS Capex - Development</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: Landfill closure plan being negotiated between landfill operator and Council’s Closed Landfill team, with the land expected to be vested in 2030. No work is able to commence prior to this handover. The local board will shortly be updated on the progress of closure works by the Closed Landfill team. Next steps: Commence detailed design, consenting and rezoning following site handover, subject to Closed Landfill approvals (this work to begin in 2023).</td>
<td>Pending. Leases site to be handed over to Council. Next steps: Commence detailed design, consenting and rezoning following the site handover to Council, subject to Closed Landfill approvals, this work is to be completed in 2023.</td>
</tr>
<tr>
<td>2858</td>
<td>Jellicoe Flats - develop aquatic and recreation centre</td>
<td>Development of an aquatic and recreation centre in Flat Bush.</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$30 ABS Capex - Development</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: An engagement plan will be developed over quarter three and four and shared with the board before community engagement on service requirements for the pool and leisure space. Next steps: Planning is underway for a public information meeting in May 2019.</td>
<td>Current status: Draft report on location options received and being reviewed internally. Next steps: Present findings from the location options report to a local board workshop and business meeting in August 2019.</td>
</tr>
</tbody>
</table>
### Work Programme 2018/2019 Q4 Report

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<tr>
<td>2895</td>
<td>Flatbush -</td>
<td>Develop playground</td>
<td>Design to be agreed with</td>
<td>CF: Project Delivery</td>
<td>$20,000 AB/ Development</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Physical works have commenced on site. Anticipated completion</td>
<td>Next steps: Project complete. Current status: Physical works underway, anticipated</td>
</tr>
<tr>
<td>2935</td>
<td>Eastern Beach</td>
<td>Renew playground</td>
<td>No further decisions</td>
<td>CF: Project Delivery</td>
<td>$126,800 AB/ Campus</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
<td>Project completed.</td>
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<tr>
<td></td>
<td>- Renew</td>
<td>playground</td>
<td>anticipated</td>
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<tr>
<td>2963</td>
<td>Glenlea Park -</td>
<td>Renew assets</td>
<td>No further decisions</td>
<td>CF: Project Delivery</td>
<td>$107,057 AB/ Campus</td>
<td>Completed</td>
<td>Green</td>
<td>Current status: Physical works in progress. Extra funding has been</td>
<td>Project completed.</td>
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<td></td>
<td>Renew assets</td>
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<td>anticipated</td>
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<td></td>
<td>received and is currently under review. Next steps: Project</td>
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<tr>
<td>2972</td>
<td>Howick -</td>
<td>Renew play space</td>
<td>No further decisions</td>
<td>CF: Project Delivery</td>
<td>$43,890 AB/ Campus</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed November 2018.</td>
<td>Project completed November 2018.</td>
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<tr>
<td></td>
<td>Renew play</td>
<td>space FY17</td>
<td>anticipated</td>
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<tr>
<td>2988</td>
<td>Howick -</td>
<td>Renew toilets FY17-19</td>
<td>No further decisions</td>
<td>CF: Project Delivery</td>
<td>$382,293 AB/ Campus</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Design drawings completed for Melross Bay toilet and</td>
<td>Next steps: Apply for building and tree consents. Current status: Ressources</td>
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<tr>
<td></td>
<td>Renew</td>
<td>toilets</td>
<td>anticipated</td>
<td></td>
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<td>submitted for Melross Bay toilet and submitted for resource</td>
<td>consent for Melross Bay toilet and submitted for resource consent.</td>
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<td>toilets FY17-19</td>
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<tr>
<td>2993</td>
<td>Marine Parade</td>
<td>Esp - Renew structure</td>
<td>No further decisions</td>
<td>CF: Project Delivery</td>
<td>$46,455 AB/ Campus</td>
<td>In progress</td>
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</tbody>
</table>

**Item 17**

<table>
<thead>
<tr>
<th>ID</th>
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</tr>
</thead>
<tbody>
<tr>
<td>2600</td>
<td>Save the</td>
<td>Children Shop minor</td>
<td>No further decisions</td>
<td>CF: Investigation and</td>
<td>$80</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed. Note: paint supplied as agreed with the new tenants. The</td>
<td>Project completed November 2016.</td>
</tr>
<tr>
<td></td>
<td>Children Shop</td>
<td>upgrade (Howick</td>
<td>anticipated</td>
<td>Design</td>
<td></td>
<td></td>
<td></td>
<td>tenants have completed the paint work themselves as requested.</td>
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</tr>
<tr>
<td></td>
<td>- Make it fit</td>
<td>Plumet Rooms)</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>2893</td>
<td>Flat Bush -</td>
<td>Develop walkway and</td>
<td>No decisions to be</td>
<td>CF: Investigation and</td>
<td>$142,523 AB/ Development</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Council staff have been working with the</td>
<td>Delay due to consenting issues. Current status: A contractor has been</td>
</tr>
<tr>
<td></td>
<td>develop</td>
<td>cycleways</td>
<td>made at this stage.</td>
<td>Design</td>
<td></td>
<td></td>
<td></td>
<td>developer of 242 and 256 Flat Bush School Road in creating an Infrastructure</td>
<td>carried out the physical works in conjunction with the Marine Parade</td>
</tr>
<tr>
<td></td>
<td>walkway</td>
<td></td>
<td>Local board will be</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Funding Agreement to supply a shared path bridge across the reserve. This</td>
<td>heritage/landscaping installation project commencing in mid-July 2019. Next</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>updated via agreed</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>bridge would support pedestrian access to the nearby school and future</td>
<td>steps: Carrying out physical works on completion of the Marine Parade</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>reporting mechanisms</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>sports fields and is in accordance with the Green Plan Master Plan. The</td>
<td>heritage/landscaping installation project. Next steps: Carry out physical</td>
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<td></td>
<td></td>
<td></td>
<td>and through local board</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>current budget is inadequate. A funding</td>
<td>works for completion by 30 June 2019. Current status: Contractor has been</td>
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<td></td>
<td></td>
<td></td>
<td>workshops as further</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>variation has been applied for as of 4 February 2019. Next steps:</td>
<td>carrying out the physical works in conjunction with the Marine Parade</td>
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<td></td>
<td></td>
<td></td>
<td>progress is made</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Auckland Council staff are awaiting the response to the funding agreement</td>
<td>heritage/landscaping installation project. Next steps: Carry out physical</td>
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<td></td>
<td></td>
<td>and expect this in the next quarter.</td>
<td>works for completion by 30 June 2019. Current status: Contractor has been</td>
</tr>
<tr>
<td>3004</td>
<td>Bucklands Beach -</td>
<td>Develop walkway</td>
<td>No further decisions</td>
<td>CF: Project Delivery</td>
<td>$28,905 AB/ Growth</td>
<td>On Hold</td>
<td>Red</td>
<td>Current status: Project is on hold following Auckland Transport's one-way</td>
<td>Project is on hold. Development of the walkway options cannot proceed before</td>
</tr>
<tr>
<td></td>
<td>develop</td>
<td></td>
<td>anticipated</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>system feasibility study. This project was carried out from March 2018 to</td>
<td>Auckland Transport’s one-way system feasibility study. Discussions is required</td>
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<td>July 2019. Next steps: Workshop project with local board.</td>
<td>with local board on how they wish to proceed with development of walkway.</td>
</tr>
<tr>
<td>3005</td>
<td>Panmure Bridge -</td>
<td>Develop walkway</td>
<td>No further decisions</td>
<td>CF: Project Delivery</td>
<td>$124,757 AB/ Growth</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
<td>Project completed.</td>
</tr>
<tr>
<td></td>
<td>develop</td>
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<td>anticipated</td>
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<tr>
<td>3048</td>
<td>Burswood Park - install bollards</td>
<td>Project brought forward for delivery from financial year 2019 as part of the risk-adjusted programme. This project is a continuation of the 2017/2018 programme (previous SP ID 3291).</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$20,147</td>
<td>LDI - Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Current-status: Complete  - street lights. Handover</td>
</tr>
<tr>
<td>3049</td>
<td>Flaxby Walk Park - install bollards</td>
<td>This project is carried over from the 2017/18 programme (previous SP ID 2972).</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$4,540</td>
<td>LDI - Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed November 2018.</td>
</tr>
<tr>
<td>3063</td>
<td>245 William Roberts Rd, Pakuranga - reclad exterior</td>
<td>Overview: Renew the interior of the facility to ensure that the facility remains fit for purpose. Current status: Contract negotiations due to be completed. Stage two - deliver physical works. This project is a continuation of the 2017/2018 programme (previous SP ID 2527).</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$16,300</td>
<td>ABS - Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed September 2018.</td>
</tr>
<tr>
<td>3065</td>
<td>899 Pakuranga Highway - Pakuranga Park - replace fence and gate</td>
<td>Overview: Security breaches at Highland Park stipulate that a more practical solution is required for the gate and fence at this site. Current status: Tender stage is completed and a contract has been awarded. Stage two - undertake neighbour consultation and deliver the physical works. Estimated completion date: October 2018. This project is a continuation of the 2017/2018 programme (previous SP ID 2527).</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$6,244</td>
<td>ABS - Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed November 2018.</td>
</tr>
<tr>
<td>3083</td>
<td>Howick - renew parks structures 2017/18 and 2018/19</td>
<td>Cortia Bella Place, Galloway Park, Gletea Park, Highfield Park Library, Murphys Bush Nels, Springs Road Nels. This project was carried forward from FY 2018, previous SharePoint ID #2538.</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$105,719</td>
<td>ABS - Capex</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status: Condition assessments have now been completed on Cortia Bella Place, Galloway Park, Carrina Park, Highfield Park, Murphys Bush Reserve and Springs Road Reserve. There are minimal or no renewals of park furniture required in those parks however there is a desperate need to renew bollards at Lloyd Elsmore Park as this work falls within the budget and under the description of renewal of park structures in Howick. Assessments for these assets are anticipated to be completed in March 2019 when the scope can be determined for renewal works. Next steps: Scope of work relating to the renewal of bollards is underway. Once completed the project will progress to project delivery where the bollards will be installed later in 2019. For other items, the assessment have been completed the options for the renewal will be recorded for consideration and prioritisation.</td>
</tr>
<tr>
<td>3110</td>
<td>Pakuranga Recreation &amp; Youth Centre - replace lounge sliding doors</td>
<td>Replace the sliding door in the lounge area. This project was carried forward from FY 2017/2018, previous SP ID 2501.</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$8,450</td>
<td>ABS - Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed December 2018.</td>
</tr>
<tr>
<td>3179</td>
<td>Compass Pt Reserve - install fence</td>
<td>Installation of fence. This project was carried forward from FY 2017/2018, previous SP ID 3917.</td>
<td>No further decisions anticipated</td>
<td>CF - Project Delivery</td>
<td>$12,675</td>
<td>Currently unfunded</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed in January 2019.</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
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<tr>
<td>3180</td>
<td>Howick Beach - install gabion wall at entrance - 1 Manrie Parade</td>
<td>Install gabion wall at entrance of Howick beach to prevent further failure of the slope. Stage one - investigate, design and scope physical works (including options to propose to the local board for assets that may benefit from an increased level of service). Project started, with renewal funding, under urgency as a health and safety issue. Further work is required that cannot be funded through renewals as new assets provide the best solution. LDI funding is being sought. Stage two - physical works commence. This project is a multi-year funded project and is a continuation from the 2016/2017 programme (previous ID 3538).</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$15,515</td>
<td>Currently unfunded</td>
<td>Completed</td>
<td>Green</td>
<td>Current status: Contractor has completed additional work and the job is now complete. Current status: Contractor has completed additional work and the project is now complete. Next steps: Close project.</td>
</tr>
<tr>
<td>3186</td>
<td>Shelly Park Reserve - install retaining wall</td>
<td>Installation of retaining wall. This project was carried over from FY2017/2018, previous SP ID 3537.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$60,000</td>
<td>Currently unfunded</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Geotechnical design is complete. Building consent in progress, works currently out for tender. Next steps: Award works, program to be based on building consent approval. Current status: Geotechnical design is complete, building consent granted, tender awarded and premult for early July with the contractor. Next steps: Commence physical works in early August.</td>
</tr>
<tr>
<td>3187</td>
<td>Ueberling Arts and Culture Centre - install acoustic panels and air conditioning system</td>
<td>Install acoustic panels into studios as originally intended and install an air conditioning system in the parts of the building that don’t have it. This project was carried over from FY2017/2018, previous SP ID 3536.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$104,983</td>
<td>LD/Li Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed February 2019. Project completed February 2019.</td>
</tr>
<tr>
<td>3188</td>
<td>Bucklands Beach - install fishing line bays</td>
<td>Install fishing line bays at Bucklands Beach as part of a community led plot. This project was carried over from FY2017/2018, previous SP ID 3537.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$1,300</td>
<td>LD/Li Capex</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed September 2018. Project completed September 2018.</td>
</tr>
<tr>
<td>3221</td>
<td>Barry Curtis Park - develop lighting (Northern Sector)</td>
<td>Install main walkway lighting in Northern Sector, Culture Lawn Chapel Road carpark and Flat Bush School Road carpark. It is expected that this project will be delivered earlier than anticipated as part of the risk adjusted programme.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$0</td>
<td>ABS: Capex - Renewals</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Light installation for the new carpark along Flatbush School road planned for November 2019. Next steps: Works to be fully completed by June 2020. Current status: Light installation for the carpark along Flatbush School road planned for November 2019. Next steps: Works to be completed by June 2020.</td>
</tr>
<tr>
<td>3241</td>
<td>Highland Park Library - critical works - renewal and repair roof leak issues</td>
<td>Overview - renewal and repair building assets that have been damaged due to roof leak issues. Current status - critical works to be scoped and delivered to include the following: replace retainer wall, renew fenestration and roof panels, window seals and frames, replace gutters and downspout, renew downspout channels, replace carpet tiles, and external seating. Install a heat pump. Physical works to be undertaken urgently.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$100,000</td>
<td>ABS: Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed March 2019. Extra works were carried out which included new planting to gardens, carpet replacement to the main entrance of the library and renewal of the staff room balcony. Project completed April 2019.</td>
</tr>
<tr>
<td>3252</td>
<td>Howick - renew coastal assets</td>
<td>Overview - renewal remediation works to existing seawalls which have been compromised due to climate conditions. Sites to be addressed are: Bucklands Beach and Howick Beach. Current status - stage one - in consultation with the Coastal Management team, investigate and scope critical works to ensure the assets remain fit for purpose. Stage two - implement physical works. These works are to be mandated with the local board and will be delivered as a matter of urgency. Estimated completion date yet to be established. Scope of works to be presented to the board for review and input at a monthly workshop.</td>
<td>-</td>
<td>CF: Project Delivery</td>
<td>$238,000</td>
<td>ABS: Capex - Renewals</td>
<td>Completed</td>
<td>Green</td>
<td>Project has been completed. Bucklands seawall completed December 2018, Howick beach brick seawall completed September 2016. Project has been completed. Next steps: Monitor for defects.</td>
</tr>
<tr>
<td>3253</td>
<td>Lloyd Elmore Park - enhance splashpond</td>
<td>Overview - enhance the splashpond at Lloyd Elmore Park. Current status - deliver physical works to install artificial turf, plant trees and upgrade footpaths to enhance the splashpond.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$88,460</td>
<td>LD/Li Capex</td>
<td>Completed</td>
<td>Green</td>
<td>The splash pond project has been delivered under project sentiment at 17/06. This sentiment should be removed and the Locally Driven Initiative (LDI) Fund be transferred to 17/06. Project completed.</td>
</tr>
</tbody>
</table>
### Work Programme 2018/2019 Q4 Report

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<tr>
<td>3254</td>
<td>Macleans Park - Install exercise equipment</td>
<td>Overview - install additional upper body fitness equipment of Macleans Park. Current status - delivery of 2 upper body equipment exercise equipment to complement the existing fitness equipment at the park</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$110,000</td>
<td>Delivered</td>
<td>Green</td>
<td>In progress</td>
<td>Current status. Equipment delivered, installation to occur mid April. Next steps: Complete installation mid April.</td>
</tr>
<tr>
<td>3256</td>
<td>Marine Parade - Install new traffic bollards</td>
<td>Overview - install additional upper body fitness equipment of Marine Parade. Current status - delivery of 2 upper body exercise equipment to complement the existing fitness equipment at the park</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$44,400</td>
<td>Delivered</td>
<td>Green</td>
<td>In progress</td>
<td>Current status. A survey is being undertaken with neighboring residents at the Marine Parade to gain feedback on the extent of the proposed bollard installation. Next steps: Finalise scope of bollard installation and carry out physical works in May 2019.</td>
</tr>
<tr>
<td>3261</td>
<td>Mellons Bay - Renew rock revetment including consent</td>
<td>Re-work existing rock revetment which was carried out under emergency works in January 2018. Re-checking and topping up to prevent voids and rock movement in order to support a PS1 sign-off. Replace the piles on the adjacent slabs with a drilled and cast concrete pile into the rock platform. Excavation grade back from the existing toe of bank to form a more accessible grassed slope for beach access at the northern end.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$320,000</td>
<td>Delivered</td>
<td>Green</td>
<td>Completed</td>
<td>Project completed December 2018</td>
</tr>
<tr>
<td>3263</td>
<td>Half Moon Bay - renew coastal structures</td>
<td>Renew boat ramp and pontoons that have failed.</td>
<td>No further decisions anticipated</td>
<td>CF: Project Delivery</td>
<td>$555,000</td>
<td>Delivered</td>
<td>Green</td>
<td>Completed</td>
<td>Project completed. Current status: Project complete.</td>
</tr>
<tr>
<td>3344</td>
<td>Botany Library - Relocation fit out works</td>
<td>Overview - relocation fit out to ensure the facility is fit for purpose to deliver the service requirements in the area. Current status - stage one - in conjunction with the Libraries team, investigate and scope the works required to ensure seamless continued service. Stage two - implement physical works. These works are not impacting the local board renewals budget. Estimated completion date yet to be established.</td>
<td>No further decisions anticipated</td>
<td>CF: Investigation and Design</td>
<td>$600,000</td>
<td>Delivered</td>
<td>Green</td>
<td>In progress</td>
<td>No Q3 commentary required. Current status: Physical works tendered have been received. Tender resubmission to take place on 24 June. Next steps: Award physical works tender with the expectation of commencing with the works in early July. Closure of the existing library is expected to be late August 2019 but will be confirmed once a contractor has been appointed.</td>
</tr>
<tr>
<td>1401</td>
<td>Progress development of Flat Bush community facilities</td>
<td>Develop a library and multi-use community facility in Flat Bush. Investigate options for the future provision of pools and leisure space to address population growth, demand and gap in provision.</td>
<td></td>
<td>CS: Service Strategy and Integration</td>
<td>$60,000</td>
<td>Delivered</td>
<td>Green</td>
<td>In progress</td>
<td>Preparation for development of proposed engagement plan to inform service requirements for the pool and leisure space Q4 deliverable. Preliminary engagement plan at a local board workshop. Public information meeting scheduled in May. Draft report on location options received and reviewed in preparation for a local board workshop and business meeting in August 2019.</td>
</tr>
</tbody>
</table>

### Community Services: Service Strategy and Integration

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<td>6</td>
<td>Pest Free Howick</td>
<td>To undertake weed and pest animal control in various areas of strategic ecological public interest, and to continue the community campaign encouraging residents to control pest plants and animals, in particular targeting rhizomes and moth plant. To Nelsons Musick Point forms part of a mass biodiversity link that encourages various native species and in particular birds to navigate between the islands of Taita Taani (Taita Gull) and the mainland, including the Humu Ranges. Funding will enable a continued focus on both pest and animal control programmes. In addition, the project provides an opportunity to work closely with Heritage Le Tamaiki enabling the way to manage pest plants and animals on their own land. This project will also continue working with local schools to implement an education programme on controlling pest animals in back yards with a focus on rats.</td>
<td>No further decisions anticipated</td>
<td>NES: Environmental Services</td>
<td>$110,000</td>
<td>Delivered</td>
<td>Green</td>
<td>Completed</td>
<td>Pest plant control has been carried out on Muru-Kaio Reserve and continues on private properties located adjacent to Hayley Lane and Point View Drive. Escalator Reserve to support regionally funded pest control works at both reserves. Follow-up pest plant control at Onera Creek has continued for site preparation prior to planting has been progressing. This will entail site preparation spraying, scrub cutting, planting and clearing paths to ensure the volunteers and school attendees are safe. Plants are funded by the Mayor’s Million Trees project. The second pulse of animal control is scheduled in quarter four for Ngāti Tāiki Tamaiki to undertake at Mickeys Point. Preparation is underway for the first pest week event which will be held at Howick College. Further resources have been developed for the upcoming weevil season, pest and moth pest competition events. The coordinator will continue to lead community engagement, encouraging residents to register for traps and providing pest control support to groups and individuals throughout quarter four.</td>
</tr>
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<tr>
<td>171</td>
<td>Howick Stream Improvement Programme</td>
<td>Implement a package of projects to support improvements to water quality, and stream environments in Howick. Programme includes the following five projects: 1. Model Small Sites Project - Construction Education Flat Bush 2. Follows on from the 2017/2018 'Small Sites Ambassador' programme. Flat Bush site will be sponsored to put in place best practice measures to prevent sediment run off and pollution, and secure storage of waste on site. Also used for an event to demonstrate to other local operators. 2. Small Sites Working Group Forum for builders, waste providers, and consultants to meet for half-day to network, share best practice and identify areas for improvement. 3. Adopt a Spot community restoration project. Engagement of community and business groups to adopt their local creek. Local funding and support to enable groups to undertake weed control, planting and rubbish removal. 4. Willow Control Otaara Creek tributary - Healthy Waters and Biosecurity partnership. Look at eradicating willows growing between Toi Taringi Church and Chapel Road. Part of a wider plan to link restored sections of this Otaara catchment to improve water quality and enhance biodiversity. 5. To see Ta Waio Tuku (the Tamaki Estuary) as a thriving, dynamic and healthy ecosystem that is used and enjoyed by the community and which positively enhances and connects with the Māorikou Harbour, the Waiwera Harbour and the Waitakere Ranges.</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>No further decisions anticipated</td>
<td>NES: Healthy Waters</td>
<td>$50,000 LDI: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>In quarter three, the contractor worked with volunteers to undertake weed control and clearance at the Karere Avenue Reserve Adopt a Spot site. The dumping of rubbish at this site from the road is now less common, but littering is still an issue due to customers of the adjacent business. A workshop in Flat Bush aimed at demonstrating best practice on small building sites was held on 23 March 2019. This event was held in collaboration with industry partners, including the Master Builders Association. The community planting event on the Otaara Creek, alongside Sarsa Maria College has been scheduled for May 2019 to allow time for weed control in preparation for the event. Plants will be funded from the Mayors Million Trees project. Site preparation for a planting along Airways Park Reserve is being scoped, ahead of planting which is planned for June 2019.</td>
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</table>

| 299 | Tāmaki Estuary Environmental Forum (TEEF) | To see Ta Waio Tuku (the Tamaki Estuary) as a thriving, dynamic and healthy ecosystem that is used and enjoyed by the community and which positively enhances and connects with the Māorikou Harbour, the Waiwera Harbour and the Waitakere Ranges (Tamaki Estuary Environment Forum vision). Specifically this budget will fund a coordinator at 12 hours per week to support the Tāmaki Estuary Environmental Forum (TEEF) and support groups in progressing the above vision for the Tāmaki estuary. TEEF operates as a collaboration between five local boards, and several community organisations, to advocate for the Tamaki catchment. This year will see exploration of additional funding sources and sponsors to support aspirations of the group. TEEF also hopes to partner with academic institutions to discover more about the environmental issues and social interactions of communities within the Tāmaki catchment. |
|     |                                     |                                                                                                               | No further decisions anticipated | NES: Healthy Waters | $5,000 LDI: Opex | Completed | Green | In monthly meetings continued during quarter three and new attendees have included Chinese Conservation Education Trust. Our Seas. Our Future and a representative from the Hauraki Gulf Forum. Two clear-ups in partnership with Conservation Volunteers New Zealand were completed during the quarter. 49 volunteers attended the events and 6,581 kilograms of rubbish was collected. A Hurtle Hunt project was held at three of these clear-up events. Hurtle Hunts aim to highlight the problem of micro-plastics in the estuary and educate about the need for increased enforcement of trade waste and stormwater by laws for businesses using or producing micro-plastics. A Facebook group for the forum has been set up to share communications about the group and other relevant information. | |

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## Work Programme 2018/2019 Q4 Report

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<tr>
<td>440</td>
<td>Flat Bush stormwater ponds</td>
<td>Stormwater infrastructure development in Flat Bush manages the risk of flooding in the area and mitigates the impacts of new development on water quality and open space. Drainage reserves will support the further development of Flat Bush for residential and commercial purposes.</td>
<td>No further decisions anticipated</td>
<td>Environment &amp; Parks (E&amp;PO)</td>
<td>$3,759,763</td>
<td>In progress</td>
<td>Green</td>
<td>Staff presented the plan for completing the programme to the Howick Local Board at a workshop in November 2018. As there were no significant updates to discuss with the board in quarter three, a workshop update was not scheduled. The Development Programme Office will continue to engage with developers to progress the planning and acquisition of land for stormwater management purposes and construction of stormwater ponds. A workshop update for the board will be scheduled for quarter four if required.</td>
<td>As there were no significant updates to discuss with the board in quarter four, a workshop update was not scheduled. The Development Programme Office will continue to engage with developers to progress the planning and acquisition of land for stormwater management purposes and construction of stormwater ponds. The programme enables upgrading of the T Inaki Dam and achieves network efficiency by reducing the number of stormwater ponds throughout the catchment. The remaining two projects within the programme are expected to be completed by the end of the 2020/2021 financial year. Once this work has been completed by the Development Programme Office, this programme and budgets will be transferred to Healthy Waters.</td>
</tr>
<tr>
<td>1111</td>
<td>Provision of Library Service - Howick</td>
<td>Deliver a library service - Help customers find what they need when they need it, and help them navigate our services and digital offerings. Providing information, library collection lending services and eResources as well as support for customers using library digital resources, PCs and WIFI. Hours of service: - Howick Library for 56 hours over 7 days per week ($761,652) - Highland Park Library for 56 hours over 7 days per week ($517,297) - Pakuranga Library for 56 hours over 7 days per week ($301,463)</td>
<td>No further decisions anticipated</td>
<td>CS: Libraries &amp; Information</td>
<td>$2,820,360</td>
<td>Completed</td>
<td>Green</td>
<td>Physical access has decreased slightly throughout this quarter with the temporary closure of Howick Library for a refurbishment (10 March to 5 April inclusive). The popular Kia Māta te Whāi Summer Reading programme included a selection of digital activities as part of the children's challenges. Library staff continue to provide extensive one-on-one learning sessions and device troubleshooting to any member of the public who is keen to increase their PC and digital device skills. Sixty seven adults and children benefited from this service throughout this quarter.</td>
<td>The four week temporary closure of Howick Library for refurbishment from 10 March to 5 April 2019 contributed to an estimated loss in visitor numbers of approximately 15,000 over this period. Targeted advertising encouraged Library visitors to use one of the 3 neighbouring libraries during the closure. New membership numbers increased over the 2018-2019 year and event attendance numbers also increased in our libraries in the last quarter of the year.</td>
</tr>
<tr>
<td>1112</td>
<td>Additional hours to network standard - Howick</td>
<td>4.5 additional opening hours at Howick Library. 2.5 additional opening hours at Highland Park Library. 2.5 additional opening hours at Pakuranga Library.</td>
<td>No further decisions anticipated</td>
<td>CS: Libraries &amp; Information</td>
<td>$52,400</td>
<td>Completed</td>
<td>Green</td>
<td>There is ongoing demand for access to library spaces for community initiatives, workshops and meetings. More than 1151 people used the Justice of the Peace services that are available in some of our libraries. Some groups have situated themselves at Highland Park Library including Knitting in Public, Embroidery Clubs, Book Clubs, Children's clubs, Book Groups, Fitness and Cycling Clubs, Adult Colouring Clubs, the Reading Revolution as well as health providers. These groups are some of the 355 groups that have used space in our libraries over the past quarter.</td>
<td>Our library spaces were used by more than 164 organisations and groups as meeting and workshop spaces throughout this quarter. Embroiderers, the Knitting in Public Group Adult Colouring groups, Senior Cycling, Reading Revolution, Book Clubs, Yoga Groups and Judarners of the Peace Quarter have continued their work and activities in our libraries. These groups encourage social interaction for those who may be feeling isolated within our communities. Howick Library's ShowCase Room and Howick Room were also well used for this quarter.</td>
</tr>
<tr>
<td>1113</td>
<td>Preschool programming - Howick</td>
<td>Provide programming for preschoolers that encourages early literacy, active movement, and supports parents and caregivers to participate confidently in their children's early development and learning. Programmes include: Wiggle and Rhyme, Rhythmatism, Storytime.</td>
<td>No further decisions anticipated</td>
<td>CS: Libraries &amp; Information</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>Demand for pre-school Story Time and activities remain strong with 131 Story Time, Rhythm Time and Wiggle and Rhyme sessions being delivered to more than 5,765 babies, children and caregivers throughout this quarter. These programmes support parents to learn skills and techniques that benefit children's learning abilities and provide a hands-on experience for parents in a safe, collaborative learning environment.</td>
<td>Our diverse selection of children's activities and events continue to be in great demand. Library staff delivered 50 Wiggle and Rhyme sessions, promoting music and movement for babies and new parents to 6631 visitors. They also hosted 107 Rhythmatism and Storytime sessions that attracted 3653 people to participate in these activities. More of the parents who attend Library programmes have developed close friendships with others who attend the sessions.</td>
</tr>
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Work Programme 2018/2019 Q4 Report

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<tr>
<td>1114</td>
<td>Children and Youth Engagement - Howick</td>
<td>Provide children and youth services and programming which encourage learning, literacy and social interaction. Engage with children, youth and whanau along with local schools to support literacy and grow awareness of library resources. Promote a flagship language and literary building summer reading programme for 5-13 year olds.</td>
<td>No further decisions anticipated</td>
<td>CS, Libraries &amp; Information</td>
<td>$0</td>
<td>ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>1,250 children from the Howick Local Board area participated in the 2018-2019 Kia Māia ke Wha, Dina to Explore Summer Reading Programme interactive activities including 3D printing, scavenger hunts, art and crafts challenges, creating beauty products, music, miniscapes and more on offer. Howick Library staff worked in partnership with Howick Recreation Centre and Pakuranga Recreation Centre to deliver elements of Kia Māia ke Wha to children who were booked into Recreation Centre holiday programmes, and who would not normally have been able to participate in this initiative. 657 children and caregivers attended one of three end of programme celebration parties held at Botany Library, Pakuranga Library and a shared Highland Park and Howick Library party hosted at the Francey Lounge in Howick. School holiday activities, provided learning and enrichment opportunities for those aged under 13 years old. 1,250 children attended one or more of these activities. The April holiday programme highlighted韦尔, Winet and Wonders and offered experiences including kitchen science and crafts, bouncy eggs, Fantastic Science activity, and a lightbox, little robots and Recyclebox creations. Pakuranga Library hosted the “Bone Lady”, Willow van As, who shared her love of bones and biology with an audience of 922 enthralled youngsters and parents. Library staff also made 20 outreach visits to a range of pre-schools and schools to share awareness of the services offered through our local libraries and delivered special storyline sessions.</td>
</tr>
<tr>
<td>1115</td>
<td>Support customer and community connection and Celebrate cultural diversity and local places, people and heritage - Howick</td>
<td>Provide services and programmes that facilitate customer connection with the library and empowers communities through collaborative design and partnerships with Council and other agencies. Celebrate local communities, cultural diversity and heritage. Gather, protect and share the stories, old and new, that celebrate our people, communities and Tīkau Māori.</td>
<td>No further decisions anticipated</td>
<td>CS, Libraries &amp; Information</td>
<td>$0</td>
<td>ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Lunar New Year was celebrated at all our libraries with a variety of activities. More than 137 children and caregivers attended special bilingual Story Time for pre-schoolers which featured Mandarin storybooks. Botany Library hosted a cultural day to celebrate diversity and honour Race Relations Day. The event promoted through a web of staff and customers reading in their mother tongue, and in addition, a photo exhibition &quot;New Zealand as a village of 100 people&quot; was displayed. The day included stalls from various countries - New Zealand, Simea, India, Iran, Iraq, Turkey, China, Malaysia, Indonesia and Philippines. Performances by the Howick Poi Dance group, Malaykes D New Zealand, Asianasian Malaysian Dance ClubAMC, Korean Positive Aging Chanteur, T Jaynes Library Dance, Couture, Turkish music and a Philippine dance performance &quot;Trud&quot;. Local author, Eille Barnaby, launched her book &quot;The Big Sister Project&quot; at Botany Library in May. Her book recalls her personal journey as an Au pair in Paris and how she navigates a new culture and unfamiliar language and what she learned about herself. Highland Park Library presented &quot;Rakugiki, Japanese Traditional Storytelling for adults&quot; on Saturday 8 April. Rakugiki is a form of Japanese entertainment which has been embedded in Japanese culture for the past 400 years. In recognition of Movic month Botany Library hosted a performance and workshop, on 5 May, by the high energy Tamanse Taiko Drummers, a contemporary Japanese taiko drumming troupe based in Auckland, who are known for merging martial arts movements into their performing styles. The Library also featured a performance of Sameio Sanaa Beats.</td>
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<tr>
<td>1116</td>
<td>Celebrating Te Ao Māori and increasing responsiveness to Te ao Māori - Howick</td>
<td>Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with our libraries and organisations Whataatu ke te Māori - champion and embed to reo Māori in our libraries and communities.</td>
<td>No further decisions anticipated</td>
<td>CS, Libraries &amp; Information</td>
<td>$0</td>
<td>ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Our Kia Māia ke Wha programme offered options in full to Reo which were embraced by one local family, although the bilingual Māori English programmes were very popular with most participants. Howick Library partnered with the curators from Ubridge Art to host Hāpi tou a te Nātorangi, the Māori Rān Cape designed and constructed by Waimate Wilson, with the assistance of Alice Dorothy. To the Gallery on a local part of their current textile exhibition. The rain cape was opened at the opening of the current library on 22 October 2002 and has been on permanent exhibition there. Our Libraries commemorated Matariki 2019 celebrations on 25 June 2019, featuring displays, storytelling, special guest speakers including Melisa Kamo, and a host of other activities and events that will run until 17 July. The Auckland Libraries Matariki incorporate Māori crafts and activities, giving children an opportunity to learn more about Te Ao Māori.</td>
</tr>
<tr>
<td>1117</td>
<td>Learning and literacy programming and digital literacy support - Howick</td>
<td>Provide learning programs and events throughout the year. Support our customers to embrace new ways of doing things. Lift and develop the digital literacy of our customers. Howick Library need it most. Help customers and whanau learn and grow, and provide opportunities for knowledge creation and innovation.</td>
<td>No further decisions anticipated</td>
<td>CS, Libraries &amp; Information</td>
<td>$0</td>
<td>ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Thirty ESOL classes were held in our libraries this quarter, with 598 people taking the opportunity to learn and practice their conversational English and understand more about life in their local communities. The classes mainly attract middle aged and older Asian people who may suffer from isolation and enjoy the social interaction that these classes offer. Our Libraries provided 58 hours of one-to-one digital and computer support throughout this quarter, helping patrons to navigate Accestry, Facebook, CV requirements, and master Wi Chat, E-books, Android and Apple Devices, Libby, Kobo Readers and numerous other technology learning needs. May’s Techwek events offered 3D Printer workshops and other tech initiatives for adults. People needing this type of assistance tend to be older adults or those who did not receive technology support during their school years. ESOL support continues to grow with 1155 people taking advantage of the English Conversation and ESOL workshops that all four Libraries offer.</td>
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### Work Programme 2018/2019 Q4 Report

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<tr>
<td>349</td>
<td>Howick Tourism Development</td>
<td>Assist Howick Tourism Incorporated to implement the Howick Tourism Plan and update the Howick Tourism Map.</td>
<td></td>
<td>ATEED, Local Economic Growth</td>
<td>$15,000</td>
<td>LQR, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>East Auckland Tourism achieved the following in Q3/ongoing Facebook page followers to 1780. How Instagram page created with the followers permitted East Auckland and our members at the Classic Car Show at Lloyd Elmore in March. Developed a tourist map/ poster with Auckland Transport installed at the Half Moon Bay Ferry Terminal. Howick radio spots promoting EAT activity. Arranged with Howick Information Centre to display EAT Byron Airship. Provided advertisement in the Official Visitor Map for South and East Auckland 2019.</td>
</tr>
<tr>
<td>350</td>
<td>Howick Business Improvement Districts Top-up Grant</td>
<td>Support local Business Improvement Districts including Howick Village Improvement District (HVIA) and Great East Tamaki Business Association (GEBTA) through a $30,000 grant to HVIA and a $15,000 grant to GEBTA. The grants will be used to deliver business improvement programmes in their areas.</td>
<td></td>
<td>ATEED, Local Economic Growth</td>
<td>$45,000</td>
<td>LQR, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>The grant was processed in Q1</td>
</tr>
<tr>
<td>649</td>
<td>Young Enterprise Scheme (YNS)</td>
<td>The Auckland Chamber of Commerce, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. ATEED as the economic development agency is a strategic partner supporting the delivery of YES. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Kick Start Days in February 2019. The Kick Start days are held in sub-regions (north, south, east, central west) and are the first day students get to meet the Young Enterprise team, and find out about their 2019 year, what YES is all about, and what it is in store for them.</td>
<td></td>
<td>ATEED, Local Economic Growth</td>
<td>$3,500</td>
<td>LQR, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>The Auckland Chamber of Commerce invoiced for the allocated funds from local boards and payment has been made.</td>
</tr>
<tr>
<td>12</td>
<td>AE: Ecological volunteers and environmental programme FY19</td>
<td>Programme of activity supporting volunteer groups to conduct ecological restoration and environmental programmes of sites including Oakley Creek, Mokoro Creek, Heron Park and Eric Armstrong Reserve. Activities include: -Community planting events; -Plant and animal pest eradication; -Litter and green waste removal; -Contractor Support; -Tools and Equipment; -Beach/rein Beach Clean Ups; -Brochures</td>
<td></td>
<td>CS, PSR, Park Services</td>
<td>$30,000</td>
<td>LQR, Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Volunteer activities mainly focused on pest animal control and planting maintenance, wetland planting preparation and restoration. Key reserves where activities took place were at Oakley Creek, Eric Armstrong Reserve and Roy Clements Tree way. Continued plant maintenance care was undertaken at Waitoa Reserve.</td>
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Howick Local Board
### Work Programme 2018/2019 Q4 Report

#### Attachment A

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<tr>
<td>58</td>
<td>Anchorage Park Community House and Highland Park Community House, Funding and Licence year 2</td>
<td>Funding Agreement Howick and Pakuranga Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Anchorage Park Community House and Highland Park Community House for the years 2017-2020, which commenced on 1 July 2017 and will terminate on 30 June 2020. Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed Licence to Occupy and Manage. Howick and Pakuranga Community House Incorporated for operation of the Anchorage Park Community House and Highland Park Community House for the years 2017-2020, which commenced on 1 July 2017 and will terminate on 30 June 2020.</td>
<td>No further decisions anticipated for FY2018/2019.</td>
<td>CS: ACE Community Places</td>
<td>$62,000</td>
<td>ABS: Oper</td>
<td>Completed</td>
<td>Green</td>
<td>During Q3, Highland Park Community House - a new weekly and free warm to sew course has been put in place by GenHow Financial Literacy with the support of the Howick Local Board Anchorage Community House - An increase in children's birthday party bookings is steadily continuing. Brochure advertising has &quot;word and mouth&quot; helping grow the business. Also, there has been an increase in cultural/prayer group bookings.</td>
</tr>
<tr>
<td>476</td>
<td>HW specific implementation plan for Auckland's Urban Forest (Ngahere) Strategy</td>
<td>This project is to develop a specific programme which will identify, increase and protect Auckland’s Urban Forest (Forest). It’s a three year project. Year one “knowing” phase: complete spatial mapping of the existing tree canopy cover on public, and private land in the local board area. Determine the extent, type and age of urban forest. Develop options and identify any funding required for programmes in years two and three. Year two “growing” phase: find space for planting new trees using partnerships, including community groups and schools; year three “protecting” phase: direct and indirect methods for the community to nominate and protect trees.</td>
<td>Final Ngahere Assessment Report will be presented at a local board business meeting for adoption at the September business meeting.</td>
<td>CS: PSR: Park Services</td>
<td>$15,000</td>
<td>LDI: Oper</td>
<td>In progress</td>
<td>Amber</td>
<td>Work underway on the preparatory work. The local Urban Forest assessment report. First draft of report is expected in early May.</td>
</tr>
<tr>
<td>514</td>
<td>Pakuranga Leisure Centre Operations</td>
<td>Operate Pakuranga Leisure Centre, in a safe and sustainable manner. Deliver a variety of accessible programmes and services that get the local community active. These services include: fitness, group fitness, education, and recreation services. Along with core programmes that reflect the needs of the local community.</td>
<td>No further decisions anticipated</td>
<td>CS: PSR: Active Recreation</td>
<td>$0</td>
<td>ABS: Oper</td>
<td>Completed</td>
<td>Green</td>
<td>A swipe card access control system has recently been installed, to make our facility hire process more efficient and user friendly for people booking space in the centre outside of rostered staff hours. The Regional Hub was held on 7 June 2019 with over 30 participants attending. This was the first community led delivered hub by partners in the northern region. The main objective was to bring together community places teams to share information, ask questions and learn from each other. High Park High Five. During Q4 free time hire offered to GenHow for the distribution of free food parcels to local families in need and will offer free cooking classes. Anchorage Park Community House activity - There was an increase in children’s birthday party bookings. Brochure advertising and word and mouth recommendations are helping to grow the business. Manukau Institute of Technology held English classes Second Tier classes being hosted in July - there was an increase in cultural/prayer group bookings, particularly Tamil Society and Church of God.</td>
</tr>
</tbody>
</table>

The draft Ngahere specific assessment report is completed and presented to the local board at a workshop in July. Local board feedback will be incorporated into the final report for approval at a Q4 business meeting.

Once approved this will complete the Knowing phase. The local board has allocated funding for the Growing phase in 2018/2020.
## Work Programme 2018/2019 Q4 Report

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<tr>
<td>515</td>
<td>HW/ Skate Park Custodians</td>
<td>Provide custodian services for Sir Barry Curtis Park skatepark to perform the role of caretaker, advisor, programme and event planner and coach to provide positive skate park environment.</td>
<td>No further decisions anticipated</td>
<td>CS, PSR: Active Recreation</td>
<td>$51,000</td>
<td>LD: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>A new contract is now in place until June 2020 with the incumbent provider Skatepark Maintenance Services, including new activities for children and young people. This additional services will begin in April 2019 and include 'honor a board', weekly coaching clinics and a monthly skate club initiative. Quarterly reporting has indicated an issue with security at the custodian office where we have had several break-ins, resulting in repeated damage to windows and the office interior. There are also maintenance issues which we are following up with Community Facilities and contractors to rectify.</td>
</tr>
<tr>
<td>516</td>
<td>HW: Ecological volunteers and environmental programme FY19</td>
<td>Programme of activity supporting volunteer groups to carry out ecological restoration and environmental programmes in local parks including: - Community planting events; - Plant and animal pest eradication; - Litter and green waste removal; - Contractor Support; - Tools and Equipment; - Beachstream Clean Ups. - Brochures</td>
<td>No further decisions anticipated</td>
<td>CS, PSR: Park Services</td>
<td>$40,000</td>
<td>LD: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Volunteer activities in Howick Local Parks this quarter have focused on ongoing restoration work and animal pest control, coastal rubbish clean-ups, and planning for the 2018 planting season - including the local schools Planting and Education Project. First aid training also took place.</td>
</tr>
<tr>
<td>609</td>
<td>HW: Dog Exercise Service Assessment</td>
<td>A desktop study of the Howick dog exercise network. Prepare a report for the local board to - provide a strategic view of provision in the Howick Local Board area, - identify options for improvements or changes to the network.</td>
<td>No further decisions anticipated</td>
<td>CS, PSR: Park Services</td>
<td>$0</td>
<td>ABS: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>At a February 2019 workshop the local board requested detailed investigations and costs for dog exercise area development at the following parks: Macleans Park, Lloyd Etimore Park, Barry Curtis Park.</td>
</tr>
<tr>
<td>875</td>
<td>Howick Leisure Centre Operations</td>
<td>Operate Howick Leisure Centre in a safe, sustainable manner. Deliver a variety of accessible programmes and services that get the local community active. These services include fitness, group fitness, learn to swim, early childhood education, aquatic, and recreation services. Along with core programmes that reflect the needs of the local community.</td>
<td>No further decisions anticipated</td>
<td>CS, PSR: Active Recreation</td>
<td>$0</td>
<td>ABS: Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Howick has experienced a 27% increase in active visits when measured against the same period last year (December-February). Customer experience scores remain similar during quarter 3 using a 12-month rolling average (when compared to the end of quarter 2). Fitness memberships are down slightly, early childhood education occupancy has improved by 10%, and holiday programme enrolments have grown by 10% (when compared to the same period last year). Local advertising for Kauri Kids and holiday programmes has helped to improve occupancy compared to the same period last year. The only function which has not seen growth at this quarter is the fitness function. The neighbouring Leisure facilities have generated substantial fitness membership growth this financial year. Staff believe Howick Leisure needs a slightly different marketing approach than the other two facilities, so it is not directly competing with them. This is currently being tested in a local awareness campaign. Next month, upgrade and landscaping work will start on the Kauri Kids outdoor playground area. Leasing is still an ongoing issue in the centre, and investigation work is underway before a scheduled physical works programme to fix the issue.</td>
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<tr>
<td>876</td>
<td>Lloyd Elsmore Pool and Leisure Centre; Leisure facilities: Operations</td>
<td>Operate Lloyd Elsmore Pool and Leisure Centre, in a safe and sustainable manner. Deliver a variety of accessible programmes and services that get the local community active. These services include fitness, group fitness, learn to swim, early childhood education aquatic and recreation services. Along with core programmes that reflect the needs of the local community.</td>
<td>No further decisions anticipated</td>
<td>CS, PSR, Active Recreation</td>
<td>$0</td>
<td>ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Lloyd Elsmore has experienced a slight increase in active visits when measured against the same period last year (December–February). Customer experience scores remain similar during quarter 3. Using a 12-month rolling average, membership has improved by 11% (when compared to the same period last year) on the back of 2 successful marketing campaigns. An increase in splash pad visits this month has also contributed to an increase in centre visits. We will continue to promote Lloyd Elsmore in the local area over the coming months and have a ‘customer experience’ focus which we are testing out centre KPIs on. This quarter Lloyd Elsmore hit a new record for both memberships and group fitness attendance. Lloyd Elsmore Pool and Leisure Centre has had another successful year through a steady increase in membership numbers and active visits. This centre continues to expand its group fitness and aquatic exercise offerings to meet demand and continues to be a very busy and vibrant exercise hub for the community. The centre has recently been nominated for Centre of the Year for Active Recreation’s annual Get Inspired Awards. The centre has experienced a modest increase in active visits when measured against the previous financial year (2017–2018). Membership numbers have also increased slightly compared to the same time the previous year. Centre customer experience scores (Net Promoter Score) remain the same as the previous year. This year Lloyd Elsmore has partnered with local businesses and not-for-profit organisations such as ANZ Bank, Saint Johns, Somerville Institute, Maranui School, Somerville Special School, Multiple Sciences Auckland, Eastgate Breast Cancer Foundation and Age Concern Counties Manukau to run initiatives for its members and the local community. The centre has hosted various events including an Aquathon, Ninjas in the Pool, Christmas with a Splash and several other fitness charity events and competitions. This year Lloyd Elsmore achieved its highest figures to date for both memberships and centre visits. Active Recreation management are investigating ways to extend the building to fix capacity issues for both group fitness and the fitness centre itself. This is being looked at as part of the CFIX investment fund budget.</td>
</tr>
<tr>
<td>1051</td>
<td>Marina Fitness; Operations</td>
<td>Operate Marina Fitness, in a safe and sustainable manner. Deliver a variety of accessible programmes and services that get the local community active.</td>
<td>No further decisions anticipated</td>
<td>CS, PSR, Active Recreation</td>
<td>$0</td>
<td>ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Marina has experienced a slight increase in active visits when measured against the same period last year (December–February). Customer experience scores are up marginally during Q3 (using a 12–month rolling average). Memberships have improved slightly on the back of two successful marketing campaigns this quarter. Local awareness advertising through digital social media has also helped with this. This quarter Marina Fitness ran a Weight Loss Challenge for members and, teamed up with sports chiropractor and exercise scientist Dr Kylie Vincent to provide free performance seminars. Marina Fitness has had a successful year, meeting its objectives of activating more Aucklanders and providing a remarkable customer experience. The scores are up marginally during Q3 (using a 12-month rolling average). Memberships have improved slightly on the back of two successful marketing campaigns this quarter. Local awareness advertising through digital social media has also helped with this. This quarter Marina Fitness ran a Weight Loss Challenge for members and, teamed up with sports chiropractor and exercise scientist Dr Kylie Vincent to provide free performance seminars. Marina Fitness has achieved one of Active Recreation’s highest Net Promoter Scores for the year, showing that Marina customers are generally very happy with their experience at the centre. Marina Fitness is a finalist for Centre of the Year in Active Recreation’s annual Get Inspired Awards. The centre has experienced a modest increase in active visits measured against the previous financial year (2017–2018). Membership numbers have also improved slightly over this time. Customer experience scores (measured by Net Promoter Score surveys) have improved significantly (15%) when measured against last year. Work is underway to further improve the way we capture and respond to customer feedback. On the back of successful marketing campaigns this year, Marina Fitness has continued to attract new customers whilst performing well in member retention. Local social media advertising and an emphasis on member engagement through these platforms has helped with this. This year Marina Fitness ran 15 special initiatives for its members, including Handi Days, health seminars, boot camps, body composition assessments and fitness challenges. *</td>
</tr>
<tr>
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<tr>
<td>1216</td>
<td>HW/ Facility Partnership 2016 Howick Gymspots</td>
<td>A facility partnership grant from 2015/16 $250,950 to progress the Howick Gymspot project to the next stage of planning and development</td>
<td>The scope will be worked on in conjunction with the board in Q1, 2019/20, at which point we will clarify next steps for this project.</td>
<td>CS, PSR, Active Recreation</td>
<td>$0 ABS Opex</td>
<td>In progress</td>
<td>Green</td>
<td>Business plan completed and is being peer reviewed by Recreation: Activated. Cost of $54k was split between Sport JZ and Howick Gymnastics. Terms of reference have been agreed on by working group. Peer review will primarily look at two things: • The rationale for the project has been made and supported by sufficient evidence, such as current and future demographic data and participant statistics for each code • An adequate financial appraisal of the project has been undertaken including sensitivity analysis and does this confirm that the project can operate as a break-even concern so it is not reliant on external funding for other than major capital or special projects.</td>
<td>Part of a multi-year activity project that was expected to continue into next year which has progressed as expected for 2018/2019. This business case peer review and building assessment have been completed. A scope is being developed for a project manager to help volunteers move the project forward. As indicated at a local board workshop in June, a brief is being prepared by Service &amp; Strategy Integration to investigate the renewal or rebuild of the Howick Leisure Centre. This could have an impact on next steps for this group project, as one possible option is to build a new indoor recreation centre at Lloyd Elsmore Park.</td>
</tr>
<tr>
<td>1220</td>
<td>HW/ Sport and recreation initiatives</td>
<td>Investment in sport and recreation participation initiatives and sector development responding to identified needs in the local board area.</td>
<td>No further decisions anticipated.</td>
<td>CS, PSR, Active Recreation</td>
<td>$105,000 ABS Opex</td>
<td>Completed</td>
<td>Green</td>
<td>Sport Auckland has expanded delivery of the ActiveAges programme with a particular focus on the Ormiston and Flat Bush areas. Partnering with community groups to deliver enabled costs to be kept low and include some sustainability initiatives. Programmes include: Body Fitness, Yoga classes, and Spoke Spin Smash. Also implemented a new Dance Fitness programme at Ormiston Primary. All programmes are well attended with average attendances of over 20 participants. An additional success of the Spoke Spin Smash programme, is a partnership with Auckland Table Tennis who are delivering development sessions and providing facilities to Ormiston Primary School. Increasing participation indicative.</td>
<td></td>
</tr>
<tr>
<td>1221</td>
<td>HW/ Events in parks programme</td>
<td>A programme of initiatives which utilise parks facilities and open spaces and which encourage increased participation in active recreation and sporting related activities. This could include the delivery of the Cut and About Programme.</td>
<td>Agree the programme with the local board in a workshop. No further decisions anticipated.</td>
<td>CS, PSR, Active Recreation</td>
<td>$80,000 LDI Opex</td>
<td>Completed</td>
<td>Green</td>
<td>There were 6 x activites during the school holidays with 438 people in attendance with an average of 76 children that came to Beach Day, Amazing Race x 2 days, Art in the Park and Oh ya Whippets Treasure Hunt Day. There were 6 x Doggy Day Out activtions run from McLeans Park with an average of 12 people and 14 x Park Yoga activations with 7 run from Crawford Reserve and 7 run from Eastern Beach with an average of 31 people per class. There were 4 x Kids Try Days with an average attendance of 113 kids participating per session. There were 3 x Park Fun Days held at Arnoldo Park, Howick Domain and Lloyd Elsmore Park which had an average of 86 people in attendance. At Ti Rakau Park there was a 9 x Zumba classes run over 3 weeks where numbers were very low so we cancelled the remaining 3 classes. At Howick Domain there were 8 x FatBelly classes run with an average of 18 people in attendance. The Botany and Salfords Ethnic Association ran 4 x group fitness classes on a Friday morning at Barry Curtis Park near the Ormiston Activity Centre with an average of 18 people per class. On the other side of Barry Curtis Park there was 8 x Zumba classes run on Friday evenings with an average of 22 people in attendance. On the Saturdays the Circularity crew ran 8 sessions from Barry Curtis Park with an average of 46 people in attendance.</td>
<td>This quarter included the April school holidays and delivery included: 2 x days at Barry Curtis and Ti Rakau Parks; 4 x Art in the Park at the carving at the Domain; 12 x Amazing Race at Lloyd Elsmore and Barry Curtis (110, 105) oh ya Whippets treasure hunt at Farm Cove x2, Barry Curtis and Lloyd Elsmore Park (149, 86, 35, 134). There were Doggy day out x 7 activities with an average of 11 participants. The newest activities in Howick have been Wild Child and Wild Thong, at Marapisi Bush, enabling nature play. This has been delivered in partnership with Glenn Brown, Community Programme Manager and Craft Lab. Glenn started by recruiting local play groups and the response has been excellent. Four sessions in May, and 20 in June have been extremely popular with excellent feedback from participants and parents. As a result we are seeing the community return to using this space outside of the programme. More of these throughout the year including the July holidays.</td>
</tr>
<tr>
<td>1222</td>
<td>HW/ Diversity in park and active recreation planning</td>
<td>Research and consultation on diverse cultures, age demographics and accessibility in relation to park service and active recreation needs in the Howick community</td>
<td>A report will be submitted to a Q1 business meeting for approval.</td>
<td>CS, PSR, Park Services</td>
<td>$25,000 LDI Opex</td>
<td>Completed</td>
<td>Green</td>
<td>A workshop was held in June to discuss the findings of the Diversity Assessment: A report seeking local board approval of the report and next steps will be presented to the August 2019 business meeting.</td>
<td>A workshop was held in June to discuss the findings of the Diversity Assessment: A report seeking local board approval of the report and next steps will be presented to the August 2019 business meeting.</td>
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</tbody>
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## Work Programme 2018/2019 Q4 Report

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<tr>
<td>1223</td>
<td>HW Community and cultural gardens service assessment</td>
<td>The Howick Local Board Community Gardens network review and needs assessment will provide a strategic level of current provision and identify potential improvements that could be made to the network. The findings will be presented to the local board by Q1 2019/2020</td>
<td>- CS: PSR: Park Services $0 ABS: Opex</td>
<td>In progress</td>
<td>Amber</td>
<td>The community garden service assessment is underway and will be discussed with the board in Q4.</td>
<td>The assessment has been completed. The findings will be workshoped with the board in August. Any feedback from the board workshop will then be included in the final report.</td>
<td></td>
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<tr>
<td>2850</td>
<td>HW Facility Partnership Fund</td>
<td>A fund the Local Board can use to support sport and recreation organisations with facility partnerships including needs assessments, feasibility studies, design, planning and capital investment. No further decisions anticipated</td>
<td>- CS: PSR: Active Recreation $600,000 LDI: Opex</td>
<td>In progress</td>
<td>Amber</td>
<td>Business case for LEP multi-sport completed and currently undergoing peer review to test achievability and sustainability. Sport Auckland are now clearing the Lloyd Elsmore Project Control Group. Workshopped with local board on April 4th supported by Sport and Recreation Lead. Recommendations for funding allocation will be delayed until completion of the LEP multi-sport business case peer review. A request has been made to carry forward the budget.</td>
<td>Staff are unable to make a recommendation for the allocation of this funding to a specific project until the Lloyd Elsmore Park business case review has been workshoped with local board (July 2019) and the Howick Leisure Centre rebuild/rewilding has been determined. The Board have indicated the desire to support the Lloyd Elsmore Park multi-sport project (indicated as the highest priority in the Howick Sport &amp; Rec Plan), with a total board contribution of up to $250k.</td>
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### Plans and Places

| 1561 | Coordinating Howick Heritage Plan implementation | Ongoing coordination of implementation of the Howick Heritage Plan including identification of specific actions for delivery in 2018/19 | CPO: Plans and Places $100,000 Regional | In progress | Green | Project manager underway and progressing with projects identified by the local Board in mid 2018. HLB update at a workshop is planned in early May | In progress. Updated the LB on implementation of the five plan in June. Regular Steering Group meetings recommended. Project managers appointed progressing with project work in line with steering group agreement. |
| 1562 | Howick Heritage Plan implementation of projects | Specific actions for delivery in 2018/19 include: 1. Employment of project manager to implement specific actions from the Howick Heritage Plan. 2. Continuation of the digital apps project from the Howick Heritage Plan. 3. Design and delivery of other projects in the Howick Heritage Plan. | CPO: Plans and Places $250,000 LDI: Capex | In progress | Green | Project manager underway and progressing with projects identified by the local Board in mid 2018. HLB update at a workshop is planned in early May | In progress. Updated the LB on implementation of the five plan in June. Regular Steering Group meetings recommended. Project managers appointed progressing with project work in line with steering group agreement. |
| 1563 | Interpretive panels and plaques | Additional interpretive panels and plaques appropriate to the heritage that Howick offers, as guided by the Howick Heritage Plan Steering Group. | CPO: Plans and Places $25,000 LDI: Opex | In progress | Green | Project manager underway and progressing with projects identified by the local Board in mid 2018. HLB update at a workshop is planned in early May | In progress. Regular Steering Group meetings recommended. Project managers appointed progressing with project work in line with steering group agreement. |
| 1564 | Coordination of Howick Village Centre Plan implementation | Ongoing coordination of implementation of the Howick Village Centre Plan including identification of specific actions for delivery in 2018/19 | CPO: Plans and Places $0 Regional | In progress | Green | Project manager underway and progressing with projects identified by the local Board in mid 2018. HLB update at a workshop is planned in early May | In progress. Regular Steering Group meetings recommended. Project managers appointed progressing with project work in line with steering group agreement. |
| 1565 | Howick Village Centre Plan implementation of supporting actions | Delivery of specific supporting actions from the plan including: 1. Employment of project manager to implement specific actions from the Howick Village Centre Plan. 2. Design and delivery of other projects in the Howick Village Centre Plan. | CPO: Plans and Places $60,000 LDI: Opex | In progress | Green | Project manager underway and progressing with projects identified by the local Board in mid 2018. HLB update at a workshop is planned in early May | In progress. Regular Steering Group meetings recommended. Project managers appointed progressing with project work in line with steering group agreement. |
| 1566 | Howick Village wayfinding and information signage | Design and installation of wayfinding and information signage to and at key locations in and around Howick Village | CPO: Plans and Places $40,000 LDI: Capex | In progress | Green | Project manager underway and progressing with projects identified by the local Board in mid 2018. HLB update at a workshop is planned in early May | In progress. Regular Steering Group meetings recommended. Project managers appointed progressing with project work in line with steering group agreement. |
## Work Programme 2018/2019 Q4 Report

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<tr>
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<th>CL: Lease Commencement Date</th>
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<tbody>
<tr>
<td>1308</td>
<td>525 Morrow Ave, Bucklands Beach; Lease to The Scout Association of New Zealand (Bucklands Beach Sea Scouts)</td>
<td>Renew building lease for 10 years from 1 December 2018 to The Scout Association of New Zealand (Bucklands Beach Sea Scouts).</td>
<td>Community Leases</td>
<td>1/12/2008</td>
<td>30/10/2028</td>
<td>In progress</td>
<td>$10.10</td>
<td>Amber</td>
<td></td>
<td>Item has been workshoped and the local board has given preliminary support to classify the reserve and grant a new lease to the group on recommended terms. Staff intend to present a report finalising land classification and a new lease during quarter four. Engagement and report approval time periods permitting.</td>
<td>Activity will be completed by the end of quarter one next year. Business report to be submitted for business meeting in quarter one of 2019/2020 work programme.</td>
</tr>
<tr>
<td>1309</td>
<td>Meadowbank Park, 41R Meadowbank Drive, Somerville; Lease to Cockle Bay Tennis Club Incorporated</td>
<td>New ground lease for Cockle Bay Tennis Club Incorporated. Lease expires 30 April 2019.</td>
<td>Community Leases</td>
<td>1/05/2009</td>
<td>30/04/2019</td>
<td>In progress</td>
<td>$8.10</td>
<td>Completed</td>
<td>Green</td>
<td>Council staff have engaged with mana whenua at a local hu. We engaged via formal written correspondence still in progress and will close on 25 March 2019. Subject to feedback from mana whenua, a business report will be submitted in quarter four.</td>
<td>Business report submitted. Resolution to grant a new lease to Meadowbank Multiport Limited subject to classification of land being completed.</td>
</tr>
<tr>
<td>1310</td>
<td>River Hills Park, 16B Ride, Pakuranga Heights; Lease to Tor_File no Association Football Club Incorporated</td>
<td>New ground lease for Tor_File no United Association Football Club Incorporated. Lease expires 31 May 2019.</td>
<td>Community Leases</td>
<td>1/06/2009</td>
<td>31/05/2019</td>
<td>In progress</td>
<td>$8.10</td>
<td>Completed</td>
<td>Green</td>
<td>Council staff carried out a site visit to discuss the lease application. Item is to be workshoped with the local board on 26 March 2019.</td>
<td>Business report submitted. Completed in quarter four.</td>
</tr>
<tr>
<td>1311</td>
<td>Williams Green Domain, 604 Pakuranga Road; Highland Park; Lease to Tor_File no United Association Football Club Incorporated Academy</td>
<td>New ground lease for Tor_File no United Association Football Club Incorporated. Lease expires 31 May 2019.</td>
<td>Community Leases</td>
<td>1/06/2009</td>
<td>31/05/2019</td>
<td>In progress</td>
<td>$8.10</td>
<td>Completed</td>
<td>Green</td>
<td>Council staff have carried out a site visit to discuss the lease application. Item to be workshoped with the local board on 26 March 2019.</td>
<td>Business report submitted. Completed in quarter four.</td>
</tr>
<tr>
<td>1312</td>
<td>5080 West Street, Howick; Girl Guide Association New Zealand (Howick)</td>
<td>New ground lease for Girl Guide Association New Zealand (Howick). Lease expires 30 April 2019.</td>
<td>Community Leases</td>
<td>1/05/2009</td>
<td>30/04/2019</td>
<td>In progress</td>
<td>$8.10</td>
<td>Completed</td>
<td>Green</td>
<td>Council staff have carried out a site visit to assess the lease application. Item to be workshoped with the local board on 26 March 2019.</td>
<td>Business report submitted. Completed in quarter four.</td>
</tr>
<tr>
<td>1315</td>
<td>Ti Rakea Park, 27R Williams Roberts Road, Pakuranga; Lease to Pakuranga Rugby League Community Sports Club Incorporated</td>
<td>New ground lease for Pakuranga Rugby League Community Sports Club Incorporated. Lease expires 31 March 2019.</td>
<td>Community Leases</td>
<td>1/04/2009</td>
<td>31/03/2019</td>
<td>In progress</td>
<td>$8.10</td>
<td>Completed</td>
<td>Green</td>
<td>Discussions with Auckland Transport and council have determined that the Auckland Manukau East Coast Transport Initiative will not affect the groups lease lease. At the 28 February 2019 workshop, the local board gave preliminary support to grant a new lease to the group subject to mana whenua engagement and public notification.</td>
<td>Business report submitted. Completed in quarter four.</td>
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</table>
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<tr>
<td>1318</td>
<td>Shelly Park Reserve, 1394 Sandpits Road, Shelly Park</td>
<td>Leases to The Scout Association of New Zealand (Howick Sea Scouts)</td>
<td>CF: Community Leases</td>
<td>1/12/2008</td>
<td>Fall</td>
<td>30/11/2018</td>
<td>$1.00</td>
<td>Completed</td>
<td>Green</td>
<td>Council staff received an application from the group and carried out a site visit to discuss the potential of the land. The application was made in response to the loss of the lease. The new lease is now under discussion and a decision is expected to be made in the coming months.</td>
<td>Business report submitted. Completed in quarter four.</td>
</tr>
<tr>
<td>1350</td>
<td>Cockle Bay Domain, 1778 Pat Road, Cockle Bay</td>
<td>Lease to Tamariki Playcentre Association (Cockle Bay)</td>
<td>CF: Community Leases</td>
<td>1/12/2008</td>
<td>Fall</td>
<td>30/11/2018</td>
<td>$0.90</td>
<td>In progress</td>
<td>Red</td>
<td>Application received; Council staff to assess application and carry out a site visit in quarter four.</td>
<td>Activity will not be completed by the end of quarter one next year.</td>
</tr>
<tr>
<td>2480</td>
<td>Glenhouse Reserve, 56 Glenwood Drive, Lease to Glen House Society Incorporated</td>
<td>New building and ground lease for Glen House Society Incorporated. Lease expired 31 March 2019. Deferred from the 2017/2018 work programme.</td>
<td>CF: Community Leases</td>
<td>1/04/2008</td>
<td>Fall</td>
<td>31/03/2018</td>
<td>$0.90</td>
<td>In progress</td>
<td>Red</td>
<td>The report was deferred to quarter four to more fully investigate space optimisation options for the upstairs area. Contact was made with the Strategic Director to discuss viable options. To be worked up in quarter four.</td>
<td>Activity will not be completed by the end of quarter one next year.</td>
</tr>
<tr>
<td>2481</td>
<td>Howick Domain, 668 Wellington Street</td>
<td>Lease to Howick Brass Incorporated</td>
<td>CF: Community Leases</td>
<td>1/01/2004</td>
<td>1 x 10 years</td>
<td>31/12/2024</td>
<td>$0.90</td>
<td>Completed</td>
<td>Green</td>
<td>Completed in quarter two.</td>
<td>Completions in quarter two.</td>
</tr>
<tr>
<td>2482</td>
<td>Star of the Sea Reserve, 29 Granger Road</td>
<td>Lease to Howick Children's &amp; Youth Theatre Incorporated</td>
<td>CF: Community Leases</td>
<td>5/04/2008</td>
<td>Fall</td>
<td>4/05/2011</td>
<td>$0.90</td>
<td>Completed</td>
<td>Green</td>
<td>Leasing staff carried out a site visit to discuss the lease application with the group. Item to be worked up with the local board on 26 March 2019.</td>
<td>Business report submitted. Completed in quarter four.</td>
</tr>
<tr>
<td>2483</td>
<td>Howick Beach, 44 Granger Road</td>
<td>Lease to Howick Sailing Club Incorporated</td>
<td>CF: Community Leases</td>
<td>1/04/2002</td>
<td>Fall</td>
<td>31/03/2012</td>
<td>$0.90</td>
<td>On Hold</td>
<td>Red</td>
<td>Leasing staff carried out a site visit to discuss the lease application and address the building condition. The group have yet to submit their own independent engineer's report regarding the condition of the building. Council's Asset Management Intelligence Support team visited the site to assess the building. Initial report is the building is still tenanted, but carries a high risk in the event of a major storm. Leasing staff have requested a copy of the engineers report from the group.</td>
<td>Building condition issue. The probability of a major storm event is low but the risk is high. Item is on hold due to building condition concerns.</td>
</tr>
<tr>
<td>2485</td>
<td>The Depot, Lloyd Esthorne Park, 52 Belts Road, Pakuranga</td>
<td>Lease to Lions Club of Howick Incorporated</td>
<td>CF: Community Leases</td>
<td>3/04/2003</td>
<td>1 x 5 years</td>
<td>30/04/2013</td>
<td>$559.00</td>
<td>Completed</td>
<td>Green</td>
<td>Item has been worked up and the local board gave preliminary support to grant a new lease to the group subject to land reclassification. Business report to be submitted in quarter four subject to main whare engagement and public notification.</td>
<td>Business report submitted. Resolved to grant a new community lease agreement. Council staff working with community group to finalise lease agreement.</td>
</tr>
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<tr>
<td>2466</td>
<td>Meadowland Park, 4TR Meadowland Drive, Meadowlands: Lease to Meadowlands Multiport Limited</td>
<td>New ground and building lease for Meadowlands Multiport Limited. No existing lease agreement. Deferred from the 2017/2018 work programme.</td>
<td>CF: Community Leases</td>
<td>06/01/1900</td>
<td>0</td>
<td>06/01/1900</td>
<td>$8.00</td>
<td>Completed</td>
<td>Council staff have engaged with mana whenua at a local hui. We engaged via email still in progress and will close on 25 March 2019. Subject to feedback from mana whenua, a business report will be submitted in quarter four.</td>
<td>Business report submitted. Resolved to grant a new community lease subject to classification of the reserve as recreation reserve. Council staff to work with land use advisory to complete land classification process.</td>
</tr>
<tr>
<td>2487</td>
<td>The Depot, Lloyd Elmslie Park, 2R Bells Road, Pakuranga: Lease to Rewi's Boating Gym</td>
<td>New building and ground lease for Rewi's Boating Gym. Lease expired 30 June 2013. Deferred from the 2017/2018 work programme.</td>
<td>CF: Community Leases</td>
<td>1/07/2003</td>
<td>Fall</td>
<td>1/07/2008</td>
<td>$500.00</td>
<td>Completed</td>
<td>Business report submitted for 18 March 2019 business meeting. Local board to resolve on this item at the business meeting.</td>
<td>Local board resolved to grant a new community lease subject to reclassification of the land from local purpose (deposit) reserve to local purpose (community use) reserve to better align the activity to the Reserves Act 1977. Council staff to work with land use advisory to complete reclassification process.</td>
</tr>
<tr>
<td>3338</td>
<td>48 The Parade, Bucklands Beach: Lease to Royal New Zealand Plunket Trust</td>
<td>New community lease to Royal New Zealand Plunket Trust.</td>
<td>CF: Community Leases</td>
<td>06/01/1900</td>
<td>0</td>
<td>06/01/1900</td>
<td>$8.00</td>
<td>Completed</td>
<td>Item has been workshopped with the local board to be added to the 2018/2019 work programme. Council staff held a workshop with the local board to endorse the transfer of management of the asset from Community Places to Community Leasing and to grant a new community lease to Plunket.</td>
<td>Business report submitted. Resolved to grant a new community lease and endorsed the transfer management from Community Places to Community Leasing. Council staff to work with community group to finalise lease agreement.</td>
</tr>
</tbody>
</table>
Auckland Council submission

New Zealand Productivity Commission Local government funding and financing: Issues Paper

26 February 2019
Auckland Council’s submission on the Productivity Commission’s issues paper on its local government funding and financing inquiry

1. Auckland Council welcomes the opportunity to make a submission on the Productivity Commission’s (the Commission’s) issues paper. The council looks forward to the opportunity to make further submissions in response to the Commission’s draft report on the local government funding and financing inquiry due to be released in June 2019.

2. This submission has been approved by the council’s Finance and Performance Committee. The address for service is Auckland Council, Private Bag 92300, Victoria Street West, Auckland 1142.

3. Please direct any enquiries to Matthew Walker, Group Chief Financial Officer, at matthew.walker@aucklandcouncil.govt.nz and/or on 021-229-4094.
Introduction

1. This submission sets out the council's views on the key financing and funding challenges as identified in our 10-year Budget 2018-2028, Auckland Plan 2050 and our 30-year Infrastructure Strategy. Commentary is also provided on some of other issues that are not covered by those documents.

Executive summary

2. Auckland is going through a period of economic and population growth that is placing demands on our ability to sustain services levels and to provide the new infrastructure to support this expansion. At the same time our communities' service level expectations are rising and our costs are increasing faster than the CPI. The council cannot access all the capital to meet these investment demands without facing substantially higher interest costs and its primary funding source is constrained by the community's strong preference for low rates increases.

3. Local government is led by elected members and primarily self-funding. Councils are responsible for planning their cities and regions and alongside government delivering the infrastructure required to bring these plans to fruition to support living in a modern society. Not all elected representatives or staff in both arms of government are familiar with the responsibilities and constraints on their counterparts. Both parties need to continue to build on their understanding to support a closer and more productive working relationship.

4. Auckland Council differs from the majority of other councils in terms of scale. Auckland is a third of New Zealand's population and economy and 50 per cent of the country's growth is occurring within our boundaries. We are equivalent to a state government in Australia yet the funding tools at our disposal are designed for a past we left behind 8 years ago, if not longer. Charges on land, rates and development contributions, are no longer appropriate for the demands and decisions we are responsible for. This submission emphasises the importance of seeking new funding sources, reviewing the respective roles of local and central government and the value of working together.

5. In 2018 the council partnered with Fulton Hogan and Crown Infrastructure Partners (CIP) for CIP to finance the additional infrastructure needed to progress the Milford development. The council is continuing to work on new ways to partner with others to fund and finance infrastructure within the current legislative environment building on the success of Milford. Done successfully this will enable more development areas to be supported earlier. We will continue to work with central government on the Urban Growth Agenda and changes to legislation that would support these kinds of arrangements.

6. The government benefits from increased income tax and GST revenues arising from council investment in economic development, e.g. the Americas Cup and visitor attraction whereas the financial returns to the council are low. Despite the benefits to the region most ratepayers gain little and are unwilling to fund it. Accordingly, there is a strong case for the council to have access to some of the tax gains from this investment and/or the government funding a greater share of the required investment. In addition the council would like the ability to set some industry specific charges like bed taxes as in these circumstances they are superior to our targeted rates mechanisms for recovering some of these costs.

7. The council also considers there is scope for the government to make changes to enhance the flexibility of existing funding tools reflecting the developing trust between government and the council. These tools include rates, fuel taxes, development contributions and New Zealand Transport Agency (NZTA) subsidies. Useful changes could include:

   • allowing the regional fuel tax and development contributions to be set based on broad future funding intentions rather than specific identified projects that limit the council's ability to respond to the development market and changing transport priorities
Item 21

- amending NZTA subsidy level rules to reflect the agreement on the share of local and central government funding in the Auckland Transport Alignment Project (ATAP)
- provide the council with greater information gathering powers to establish how properties are being used so rates can be set fairly. At present ratespayers aren’t required to advise the council on how they are using their land.
Financing and funding challenges

Infrastructure and investment demand

8. Auckland continues to experience strong population and economic growth. It is estimated that the Auckland region has a current shortfall of around 35,000 dwellings to meet demand for housing. A further 313,000 dwellings and work places to support over 250,000 jobs will be required by 2050 to meet expected growth. The building shortfall leads to housing affordability issues that are most obviously manifested in the growing numbers of homeless. Rapid population and economic growth not only challenge our investment programme but also add costs to achieving our goal of building a city inclusive of all its residents irrespective of income of ethnicity.

9. To support this development the council’s 10-year Budget, covering the period 2018/2028, has a capital programme of over $26 billion to develop both physical and social infrastructure. This investment is not, however, sufficient to enable all the future urban areas to be developed or all of the intensification projects to proceed immediately. The council has had to necessarily prioritise and sequence its investment meaning that some infrastructure challenges are still to be addressed.

10. The cost of infrastructure is rising as the cost of land and construction costs increase beyond the CPI. In addition, the cost of providing for consequential operating expenditure is increasing as our investment in infrastructure expands. At the same time the community’s level of service expectations are growing, and or the community becoming increasingly diverse, the type of facilities being demanded is also changing rapidly.

11. In particular the cost of transport investment is rising as construction is conducted with greater attention to management of environmental issues and worker and public safety. Councils experiencing higher growth also face proportionally higher road maintenance costs than more stable regions arising from the heavy vehicle movements associated with construction activity.

12. As New Zealand’s premier city the council is taking responsibility for hosting key events like the America’s Cup and major sporting contests. These and other economic development initiatives require the council to make substantial investment and expenditure commitments. The benefits of this expenditure extend beyond the Auckland region, have little impact on our rates revenue and aren’t felt directly by most ratepayers, particularly those on fixed incomes. However, the principle source of financing and funding remains general ratepayers.

13. Beyond the infrastructure demands required to support growth the council also has to deal with the pressure growth is placing on existing services and systems, in particular transport and the environment.

14. In transport, almost 25 per cent of Auckland’s arterial road network is now congested in the morning peak compared to 18 per cent less than four years ago. Congestion outside peak times and on weekends is also becoming more frequent with over 10 per cent of the network now experiencing inter-peak congestion. Auckland has also seen a near-doubling in road deaths and serious injuries over the past five years.

15. Part of the strategic response to congestion has been the provision of more frequent and reliable bus services with simple affordable fare structures. This has been very successful in changing mode-share away from private vehicles. However, this comes at a cost and is starting to place pressure on the council’s operating budget as public transport is funded by a mix of fares, NZTA subsidies and general rates.

16. Auckland’s growth is placing increasing pressure on the environment. Marine and freshwater sites have been polluted by sediments and contaminants arising from development, building and industrial activities. Continued investment is required to manage the development of 15,000 hectares of future urban land identified in the Unitary Plan and intensification in the existing urban area.

17. Climate change will also place pressure on our transport and three waters assets. We are already seeing increasing problems with coastal assets, such as sea walls, being severely damaged during storms and
roads such as Tamaki Drive are experiencing inundation on a more regular basis. The SOLGM submission identifies the direct costs to council’s at between “… $1-$3 billion for roads and three waters.” SOLGM notes that “… while these are significant on their own these may be dwarfed when the process of managed retreat begins.”

Financing

18. The council’s lack of debt headroom is the primary constraint on our ability to provide the infrastructure to meet the demands identified above. The council has a credit rating of Aa2 and AA from Moody’s and Standard & Poor’s, respectively. Borrowing beyond our debt ceiling – which the council is very close to – would risk a downgrade to the credit rating, meaning a higher interest costs across all our borrowing and a reduced ability to access capital markets. A downgrade in Auckland Council’s credit rating would also impact on the credit rating of the Local Government Funding Agency (LGFA) thus also impacting the borrowing costs of all other councils that raise funds through the LGFA.

Funding

19. Even if we could raise the debt to finance all the required investment the council is likely to face constraints in generating the on-going funding to support additional borrowing. Rates (including targeted rates) are a highly visible form of tax that account for 46 per cent of funding for Auckland Council. Control of its own source of taxation gives local government in New Zealand a larger degree of autonomy than is the case in many other systems of local government, but this comes with a greater degree of accountability to local communities.

20. The community has expressed a strong preference for lower rates increases. The 10-year Budget has set rates limits of 2.5 per cent for 2018/2019 and 2019/2020 and 3.5 per cent for the remainder of the period. It is not certain that the community, and future council’s, will support 3.5 per cent increases when incomes are not rising at this level.

21. As part of the 10-year Budget the council consulted on targeted rates set, on capital value, to fund additional investment in improving the quality of Auckland’s waterways, harbours, beaches and environment. This provided for a more informed discussion with the community about increasing the rates take to meet these investment needs. The community supported these changes and they were adopted as part of the 10-year Budget.

Solutions

22. The Auckland region and the council need access to new financing arrangements and a broader range of funding tools to enable the investment required to maintain service levels for the existing population and provide the infrastructure needed to support future growth. Legislative change and a continuation of the government’s involvement in infrastructure financing and funding are required to enable provision of the capital to unlock the region’s potential.

New sources of financing

23. Limits on the council’s ability to borrow mean that new sources of financing are required to support the investment required to accelerate Auckland’s growth and speed up housing development. An example of this is the partnership the council, Fulton Hogan and Crown Infrastructure Partners (CIP) entered into for the Māngere development. The arrangement used capital from CIP along with debt obtained by CIP in the

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1 Water quality targeted rate and Natural environment targeted rate.
private market to fund the additional investment required for the project to proceed. Fulton Hogan and subsequently new house buyers will pay this back over time via an infrastructure payment to be collected by the council and recorded on their rates invoices.

24. The council is continuing to work on new ways to partner with others to build and finance infrastructure within the current legislative environment. Done successfully this will enable more development areas to be supported earlier. We will continue to work with central government on the Urban Growth Agenda and changes to legislation that would support these kinds of arrangements.

Regional fuel tax and NZTA transport funding

25. To manage the demands for greater investment noted above within these revenue constraints the council replaced the Interim Transport Levy, a targeted rate set per separately used or inhabited part of the rating unit\(^2\), with a regional fuel tax developed in conjunction with central government. The regional fuel tax provides a stronger connection between those paying and road users. Raising the cost of driving also serves to provide incentives to reduce pollution and congestion. However, there are concerns that the higher cost of fuel most impacts on those on lower incomes for whom fuel makes up a greater proportion of expenditure and who are likely to live in areas further from main centres and in areas with less transport options.

26. In conjunction with the introduction of additional funding from the regional fuel tax the council and government agreed on a package of transport investments through the Auckland Transport Alignment Project (ATAP). The joint ATAP announcement identified the funding sources for the package of projects. This funding package was identified, however, at a high level and how individual projects would be funded was not specified. The current settings of both co-funding levels and qualifying activities in the Government Policy Statement on Land Transport are not sufficient to support the funding set through ATAP. Additionally the timeframe for business case approval means that the council cannot plan in advance for NZTA funding with any certainty. Greater flexibility around budgeted funding is needed, reflecting the developing trust between council and government.

27. Consideration should be given to amending NZTA transport funding decision making rules to reflect the funding commitments that the government and council have agreed in ATAP. Without these changes some agreed priority projects may not proceed and committed funding could go unspent.

28. In addition the rules applying to the striking of the fuel tax would be better if they accommodated more flexibility whilst retaining appropriate accountability. While some projects can be committed years ahead government and the council need to have the flexibility to respond to the market, environmental challenges and emerging safety priorities. This ensures resources are committed to the projects that deliver the best outcomes for the community and secure the greatest value from the taxes raised.

Funding economic growth

29. The council would have better incentives to invest in economic development activities like the America’s Cup, major events, stadiums, cruise ship infrastructure, innovation and tourism promotion (including managing the impacts of policy changes like freedom camping) if it had access to some of the resultant tax take gains. These investments increase economic activity and raise the tax take. Central government should consider taking a greater role in funding this kind of development and considering whether the council should have access to a wider range of funding tools better linked to economic activity like a bed tax as discussed below.

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\(^2\) A separately used or inhabited part of a rating unit includes both the main house and granny flat and treats each shop in a shopping mall separately.
National approach to managing impacts of climate change

30. Councils will likely require government support to make infrastructure networks resilient to climate change. It is more certain that some councils and communities absorbing the impact of managed retreat will be beyond their capability. The council supports the Society of Local Government Managers submission which suggests the government develop a national framework for addressing the impact of climate change and determining how the impacts on affected communities will be managed.

Amendments to development contributions legislation

31. Current growth funding tools like development contributions are limited in their scope. Development contributions can only require developers to pay a share of costs of infrastructure investments required to service growth. Many of these projects would not proceed without the demands of growth but the cost of funding the wider benefits from these investments fall to ratepayers. Legislation requires development contributions charges to be supported by detailed planning at a project level over a 10-year horizon. However, Auckland has a wide range of potential development areas and effective prioritisation of scarce capital has to be responsive to the market. A more flexible approach is needed.

32. The council supports the proposed amendments to development contributions legislation in the Local Government (Community Well-being) Amendment Bill. This amendment would restore the Council’s ability to collect development contributions to fund a broader range of community infrastructure (including, for example, public swimming pools and libraries). These facilities are demanded by new communities and include a growth component. They add value to land and developments. Restoring the ability to fund these activities with development contributions would reduce pressure on other funding sources.

33. The council also seeks the ability to levy development contributions for the provision of public infrastructure not owned by the council for which we have funding liability but provided on land we don’t own. This would allow for developments in partnership with community groups and private providers for infrastructure beyond the traditional council owned and operated model. New ownership and operation models may bring better community outcomes, provide another vehicle for introducing outside capital and offer the potential for operating efficiencies.

Amending rating legislation to support use of targeted rates to fund growth infrastructure

34. Targeted rates may allow the council to broaden the funding base for infrastructure investment without having to call on general ratepayers. Targeted rates can provide an incentive to develop land, depending on the timing, and deliver greater revenue certainty for the council than alternatives such as development contributions. However, these advantages come from the element of compulsion inherent in rates. Broader implementation of targeted rates within the current rating legislation may provide a broader based revenue stream but is likely to be resisted by some land owners.

35. To support the development of third-party financing of infrastructure investment noted above and the council’s wider use of targeted rates to fund growth infrastructure we are seeking amendments to rating legislation. However, the current rating legislation is designed for the application of general rates. The changes the council is seeking are intended to provide more flexibility in the design of rating schemes to fund infrastructure.

36. The changes sought for targeted rates to fund growth infrastructure (not to apply more widely) are:
- ability for set a rate for more than one year – providing future funding certainty
- ability to set a rate at any time during the year rather than only in June as part of an annual or long-term plan – as agreements with developers/financiers would not necessarily follow the Council’s planning cycle
• allowing rates liability to be based on valuations reflecting the council’s future commitment to infrastructure investment as opposed to the use that land can be put to currently – current rating valuation rules require land to be valued on its best current use. Until such time as infrastructure is available some land in development areas may not be valued in accordance with the benefit it has received from commitments to invest in infrastructure. This change would ensure that if land value was used to apportion the cost of future infrastructure it was shared fairly between land owners.

• provision for rates liability to be incurred by subsequent purchasers at purchase rather than existing owner occupiers – providing the council with a means of managing the potential immediate impact on benefiting land owners who are not able or willing to realise the benefits of infrastructure investment.

• provision for the liability for future rates to be recorded on a land titles – to ensure purchasers are aware of the additional liability.

37. More detail on the council’s position on infrastructure financing and funding is set out in the Additional Supporting Information, Section 7.2 Financing growth infrastructure, that was part of the consultation material for the draft 10-year Budget 2018-2028, see Attachment One.

Other funding commentary

Taxation relationship with government

38. The Local Government New Zealand (LGNZ) and SOLGM submissions raise the issue of the application of GST to rates and the Crown’s exemption from rates and development contributions. The council has also previously noted these issues.

39. Central and local government both play key roles in the provision of public and social goods for the residents of Auckland and New Zealand. The primary funding sources for these services are income taxes, GST and rates. However, rates, while a key source of tax funding for the provision of public goods, are subject to GST like other private goods and services. Businesses are able to claim back GST, and expense rates, yet private residents, including those on fixed incomes must pay an additional 15 per cent.

40. Many Crown properties, activities and investments place costs on the council but are exempt from rates and development contributions. If council rates are subject to GST like private goods and services there is a case for government properties to pay rates and development contributions to cover a share of the costs they impose on the city. Like the capital, labour and other goods and services these activities consume property pricing the benefits the council delivers these activities ensures their decision making takes account of the costs they impose. Additional funding would allow council to increase its spending and investment on the challenges we’ve identified above. However, we recognise this would raise government’s costs and present them with decisions on expenditure priorities, raising taxes or expanding the tax base.

Rates and funding fairness and affordability

41. The issues paper discusses the issue of fairness in levying rates and other charges. Fairness is a subjective issue to which there is no single answer. Assessing fairness requires consideration of:

• setting rates or charges at similar levels for those for whom similar levels of service are provided or available

• balancing the relative ability to pay of differing groups

• the degree of change in rates that any alteration to funding would lead to.

42. Weighing the issues identified above is subjective and requires the exercise of political judgement. Section 101(3) of the Local Government Act 2002 provides a good framework to ensure that councils consider the factors above when making funding decisions. This is reinforced by the matters the council has set out in its Revenue and Financing Policy.

43. The Council considers affordability in determining the rates limit in the 10-year Budget and weight is given to considering this increase compared to the CPI. The Revenue and Financing Policy provides for council
fees to increase annually at the council rate of inflation (i.e. the rate of increase in our costs) and to maintain cost recovery levels. Any more significant changes generally require consultation.

44. When considering its rating policy for the LTP 2012-2022 and when reviewing it for the LTP 2015-2025 the council considered the relationship between household income and property value and the level of home ownership. The council also considered the proportion of income rates represented for those on fixed incomes e.g. superannuation.

45. When considering the level of cost recovery when setting fees the council assesses the financial implications for those who will be paying. Examples in this context are the provision of free pool entry for under 16s, no library fines for overdue children’s books and subsidised public transport fares.

46. Issues of fairness and affordability were extensively canvassed when the council set the level of the UAGC and the business differential in the LTP 2012-2022 and when reviewing these for the LTP 2015-2025. For the business differential consideration was given to the relative demand that businesses placed on council services and their ability to pay. The council decided to gradually lower the business differential over time to a level roughly equivalent to the tax advantage businesses have over owner occupied residential properties. The LTP 2015-2025 review decided to extend the time to reach this target level from 10 to 20 years to reduce annual change in residential rates from 1 per cent above the general rates increase to 0.5 per cent.

47. The move to a single rating system based on capital value when Auckland Council was established in 2010 led to substantial changes to rating levels for many individual Aucklanders over multiple years. Therefore, while not directly identified in s101(3), the extent of change in rating policy was a key element of the debate around the UAGC and business differential. Minimising change is one of the factors the Revenue and Financing Policy commits the council to considering. This has also featured directly and indirectly in subsequent rating policy considerations.

48. The commission also asks about the rating of commercial property. Is rates, as a proxy for a wealth tax, an appropriate basis for assessing how much businesses should contribute towards the provision of local public goods and services? With changes in technology the degree of economic activity undertaken by a business is not readily proxied by its holding of land assets and improvements. This raises the question of whether there are grounds for using different instruments than rates for the local taxation of businesses. Different taxation instruments for businesses may make a stronger link between the council’s revenue and its investments in economic development activity discussed above.

49. The Local Government Rating Act 2002 identifies which types of land and land use is liable for rates and which are non-rateable or 50 per cent rateable. This categorisation reflects historical circumstances and it may be appropriate to reconsider the rateability of types of land, for example whether it is still appropriate for privately owned ports and airports to be non-rateable. The council doesn’t have a position on these issues but it may be something the Commission considers the merits of investigating.

Rates rebates

50. The council is pleased that the government’s recent amendments to the Rates Rebate Act provide for residents of licence to occupy retirement villages to gain access to the scheme. However, the council notes that further changes are required to ensure the Act recognises other ownership structures that have developed since the act was passed in 1973, like papaekenga housing. In addition, changes are needed to ensure that eligible residents in cities like Auckland whose water charges are levied by a Council Controlled Organisation (CCO) rather than being included in rates bills aren’t disadvantaged and can have these charges included as part of their assessment.

Expansion of local government responsibilities

51. Delegation by central government of social and environmental regulatory responsibilities to local government is often the most effective means of delivering these services. The services can be delivered locally building on expertise and systems held by local government.
52. Some examples of delegated responsibilities adding cost are the food safety and liquor licensing regimes. It is also common for Treaty of Waitangi settlements to include some form of ‘co-governance’ over significant natural resources and reserve lands with local authorities. Council’s ongoing costs often exceed any Crown contributions.

53. Given the pressures on ratepayers noted earlier additional obligations must be accompanied by the appropriate funding from central government. If any future costs are to be funded from fees and charges these should not be fettered by regulations restricting full cost recovery.

Local income and sales taxes

54. The council does not have a position on the local income or sales taxes. Local income and expenditure taxes would connect council revenue to the economic activity stimulated by our investments to support growth. However, the revenue would follow the economic cycle whereas the core expenses associated with infrastructure investment are steadier and more predictable. This would require the council to move away from a balanced budget approach and plan its expenditure on a cyclical basis accumulating reserves in periods of growth to manage lower revenue during downturns. These instruments are also likely to have high implementation and compliance costs. Rates provide a more certain income stream better matched to this expenditure.

55. The council promoted the introduction of the regional fuel tax allowing for additional investment in transport infrastructure and to replace the ITL. A regional fuel tax has a better correlation between who pays and who benefits but has a greater impact on low income groups. The next step for the council in terms of revenue raising and demand management is congestion charging. The council supports acceleration of the introduction of new types of charging for roads and public transport congestion charging.

56. Additional tourists benefit the regional economy but add to the pressure on our infrastructure. We therefore need to consider the appropriate alternatives to using general rates to fund these impacts.

57. We therefore support the ability for councils to apply local bed taxes to fund regional tourism organisations and tourism infrastructure. The council has recently introduced an Accommodation Provider Targeted Rate (APTR) to provide funding for half of its major events and visitor attraction expenditure. The APTR allocates these costs to those who most directly benefit. However, a bed tax would better share this burden between accommodation providers. A bed tax would distribute the costs between operators based on their revenue and hence benefit from increases in visitor numbers. The APTR distributes the costs based on capital value which is related to revenue but not as directly as a bed tax. In addition, the ownership structure of accommodation providers varies and the liability for rates does not fall evenly between the parties involved in the sector. For some properties the rates may fall on land owners and for others on the operator depending on the contract structure.

58. Changes in technology are changing the way in which business is conducted and properties are used. Current rating legislation was designed for a time when it was very clear how properties were being used. At present ratepayers have no obligation to advise the council of how they are using their properties and face no penalty if a use other than that which we have recorded is subsequently discovered. Changes to rating legislation to require ratepayers to advise the council how their property is used would help ensure rates are applied fairly. Legislation should also oblige third parties to share information they hold on a property's use with the council.

Tax increment financing

59. The council notes that tax increment financing (TIF) is often promoted as a means to fund investment in infrastructure to support redevelopment. Investment in infrastructure raises property values. Higher property values under the TIF model lead to higher rates. A TIF takes the increase in value and uses that to pay back the capital investment in infrastructure.
60. TIFs are not suited to the New Zealand environment. Auckland Council includes forecast growth in the rating base, which would include increases in property values arising from infrastructure investment, into its long-term revenue projections. This revenue provides funding for the consequential operating costs (operations, maintenance and depreciation) of additional infrastructure investment to serve growth. Removing this revenue stream would create additional financial pressure.

61. However, TIFs may have value in circumstances where there is confidence the investments they fund are adding development potential beyond current forecasts. This may arise where new financing arrangements allow material acceleration of the planned infrastructure investment required to release development. Careful design of the instruments to implement TIF will be required to manage the measurement issues associated with separating the impact of infrastructure investment on land values and other market movements.

Local property tax

62. The Issues paper also considers a local property tax set at a fixed percentage of a property’s value. Revenue from a tax in this form would rise or fall with the property market. This would expose the council to wide fluctuations in revenue over time unrelated to the costs of running the city. While the council may be able to forecast and budget over the property cycle this would be much more difficult for individual ratepayers who over the last ten years would have seen their rates more than double.
Attachment One

7.2 Financing growth infrastructure

Purpose
1. To outline the options and implications of proposed changes to the council's financial strategy in relation to financing infrastructure necessary to support new housing and business developments.

Summary
2. The Auckland Unitary Plan has provided sufficient zoning capacity to support substantial amounts of new housing development. However, the capacity of infrastructure needed to support these new houses is a constraint.
3. The infrastructure required to support growth includes arterial roads, public transport works, stormwater drains, sewer mains, pump stations, reservoirs, water mains, parks and community facilities.
4. Auckland Council’s current financial strategy is to primarily finance this kind of housing-related infrastructure through borrowings which are repaid over time from development contributions or Watercare’s infrastructure growth charges which are paid by developers as and when they develop their land.
5. While this general approach will continue, there are several reasons why we need to consider making some adjustments:
   a) the infrastructure costs per dwelling in some areas are considerably higher than our current charges and so some pricing increases will be necessary
   b) the council faces borrowing constraints
   c) many growth infrastructure projects also provide benefits to existing dwellings, and it is not appropriate to recover all of the infrastructure costs through development contributions which are charged on new developments. These infrastructure projects can only proceed if another funding source is available to cover the gap in funding.
   d) charging large one-off payments when developers choose to develop their land may incentivise land banking rather than early release of land supply to market.

6. To complement and enhance our existing approach, we are proposing to:
   a) review development contribution pricing in key growth areas
   b) be ready to introduce new growth infrastructure targeted rates in key growth areas
   c) work with central government on the establishment of new legal entities to take a lead role in financing this infrastructure in a way that doesn’t rely on significant increases in council debt.

Background

The growth challenge

7. Auckland faces significant challenges in funding its critical infrastructure, including its transport and wastewater network. Auckland’s population has grown by over 45,000 per year for the past two years, and is some four to five years ahead of official population growth projections.

8. Given these pressures, Auckland Council is firmly committed to increasing the supply of land for housing, as evidenced by the significant lift in zoning capacity enabled by the Auckland Unitary Plan. However, the council’s lack of debt headroom is constraining our ability to provide the necessary infrastructure to service this land.
Current financial strategy and funding policy

9. The current financial strategy provides that the costs of growth will be met by those who are benefiting from that growth. When the council invests in infrastructure to support growth the beneficiaries are:
   a) land owners whose properties rise in value as they can now be developed
   b) developers who undertake construction
   c) future buyers of the homes constructed.
10. The council presently uses development contribution and Watercare’s infrastructure growth charges as its primary tools to fund growth infrastructure, but can also use targeted rates.

Development contributions

11. Development contributions are only payable on development. If no development occurs then no payment is required. Developers can adjust the timing of development and their liability for development contributions to match the market and their cash position. However, this means that the council sometimes has to make major investments in infrastructure with no certainty of when costs will be recovered.
12. Development contributions are currently widely used and the current contribution policy aims to fund $2.2 billion of growth infrastructure assets over 10 years. While this will provide substantial infrastructure capacity to support new development across the Auckland region, it is not sufficient to keep pace with infrastructure demand in all areas, particularly in the greenfield areas where current infrastructure capacity is very low.
13. The average development contribution charge is currently $19,900 plus GST per household unit.

Infrastructure growth charges

14. Infrastructure growth charges are very similar to development contributions except that they are charged directly by Watercare Services Limited on connection to the water and wastewater networks.
15. Infrastructure growth charges are expected to be able to fund around $1 billion of growth infrastructure assets over ten years. Again, while this will provide substantial additional capacity across the Auckland region, it is not sufficient to enable accelerated development in every location where land owners want to commence development.
16. The infrastructure growth charge for the metropolitan area is currently $11,340 plus GST per household unit.

Growth infrastructure targeted rates

17. Targeted rates can be struck before development occurs and even before infrastructure is built. They are then collected whether development proceeds or not. Targeted rates provide the council with a certain revenue stream.
18. Targeted rates discourage land banking because they raise the costs of holding undeveloped land. However, implicit in higher holding costs is an element of compulsion. Targeted rates push land owners to develop to a timeframe that may not be their preference.
19. There are some practical implications that will need to be considered as part of any proposal to implement targeted rates. These include:
   - Ensuring appropriate timing and duration of any targeted rate e.g. balancing the timing of councils need to fund infrastructure with the developer’s ability to commence development
   - Finding the fairest way to distribute the costs of development between landowners where there may be quite disparate values and benefits because of existing development, geography etc.
   - Managing the impact on existing residents who may be within a development area but not have the ability and/or desire to develop their own property
   - Ensuring that future purchasers are aware of the additional rating obligations.
A fuller discussion of these issues is attached as an Appendix.

20. While the council’s Revenue and Financing policy has recently been amended to provide for the use of targeted rates to fund growth infrastructure, no such rates have yet been implemented. As proposals for individual areas are developed, appropriate tools for managing the issues outlined above will be recommended.

**Infrastructure demand in key growth areas**

21. Auckland Council’s strategic growth planning envisages that 60 per cent of Auckland’s future growth will occur in existing urban areas. A key focus is currently Housing New Zealand’s intended large scale redevelopment activity in areas such as Mt Roskill, Mangere, Favona and Northcote where they have a high concentration of housing stock. Auckland Council is currently working with Housing New Zealand and its subsidiary Homes. Land. Community (HLC, formerly Hobsonville Land Company) to determine the additional growth infrastructure requirements to support these redevelopment plans.

22. The remainder of Auckland’s growth is expected to occur in rural and coastal areas (15 per cent) and on around 15,000 hectares of land identified in the Auckland Unitary Plan (AUP) as areas for future urban growth (25 per cent). These future urban areas are located primarily in:

- Kumeu, Whenuapai and Redhills in the Northwest
- Silverdale, Dairy Flat, Wainui and Warkworth in the North
- Puhoi, Drury, Paeraa and Takanini in the South.

23. Auckland Council is currently working with central government on a business case for $300 million of growth infrastructure over the next 10 years to support an estimated 10,500 additional houses in Whenuapai and Redhills. The government has agreed in principle to provide some support with financing this infrastructure through its Housing Infrastructure Fund. While this financing support will enable this infrastructure to be provided earlier, it does not remove the need for Aucklanders to ultimately bear the cost.

24. Auckland Council has also been working closely with central government on finding a way to enable investment in $600 million of growth infrastructure to support 5,500 additional houses in Wainui in Auckland’s North and 17,800 houses in the South.

**Investment partnership model**

25. Work on the infrastructure investment for the North and the South has focused on a new investment partnership model, with this work now being led by Crown Infrastructure Partners.

26. Significantly, work on this model has focused on ways in which the accelerated investment can proceed without significant impacts on Auckland Council’s balance sheet.

27. It has also focused on ways in which significant third-party private sector capital can be used to finance this infrastructure rather than Crown capital. All parties involved see significant opportunity to apply this model to finance a wide range of housing enabling infrastructure in other greenfield and brownfield intensification areas.

28. As with the Housing Infrastructure Fund approach, this new financing approach would not remove the need for Aucklanders to ultimately bear the cost of the infrastructure.

29. A specific example of a large scale infrastructure project that this model could be applied to is Watercare’s $1.1 billion Central Interceptor wastewater project. This project will facilitate the substantial intensification of large parts of the Auckland isthmus. It will also reduce the significant wastewater overflows into our harbours.

30. Financing the Central Interceptor project through an investment partnership model would free up council debt headroom, and this headroom could then be utilised to progress transport and housing outcomes for Auckland.
Options

31. The main options are:

**Option One**: Do nothing – growth infrastructure investment is not built at the pace needed to keep up with demand. This is likely to exacerbate existing housing issues.

**Option Two**: Adopt a strategy of using higher development contributions and infrastructure growth charges in the key growth areas to help pay for the additional infrastructure.

**Option Three**: Adopt a strategy of being ready to implement new infrastructure targeted rates alongside existing development contributions and infrastructure growth charges in the key growth areas to help pay for the additional infrastructure.

**Option four**: In conjunction with options (ii) and/or (iii) implement an investment partnership model to finance growth infrastructure.

32. Attachment A sets out the key implications of these options.

33. The council is proposing to proceed with a combination of options (ii), (iii) and (iv) to maximise our ability to provide the critical infrastructure needed to address Auckland’s urgent housing issues.

34. A combined approach allows the mix of targeted rates and development contributions to be customised for each growth area based on its own unique set of circumstances.

35. While we acknowledge that implementing higher growth charges may create affordability issues for some, we consider that it is fair that those landowners who benefit from large increases in land values make an appropriate contribution to the cost of infrastructure that has enabled those large increases. We also consider that there are sufficient tools available to the council to deal with any specific cases of genuine financial hardship.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Options table</td>
</tr>
<tr>
<td>B</td>
<td>Issues for consideration – targeted rates for growth infrastructure</td>
</tr>
</tbody>
</table>
### Attachment A: Options Table

<table>
<thead>
<tr>
<th>Options</th>
<th>Description</th>
<th>Rationale</th>
<th>Impact on developers/land owners</th>
<th>Wider policy implications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option One:</strong></td>
<td>Do nothing – growth infrastructure investment is not built at the pace needed to keep up with demand.</td>
<td>• Does not impose any additional council charges on anyone &lt;br&gt; • Leaves it to private landowners to work together to build and finance critical infrastructure to support their developments</td>
<td>• No additional charges, would only pay current development contributions and infrastructure growth charges if they are able to develop &lt;br&gt; • Many land owners will be unable to develop due to lack of infrastructure capacity</td>
<td>• Auckland’s housing issues highly likely to be further exacerbated</td>
</tr>
<tr>
<td><strong>Option Two:</strong></td>
<td>Adopt a strategy of using higher development contributions (DC) and infrastructure growth charges (IGC) in the key growth areas to help pay for the additional infrastructure</td>
<td>• Developers should make a fair contribution to the cost of the infrastructure that enables their development &lt;br&gt; • Consistent with well-established approach to paying for growth infrastructure</td>
<td>Developers would pay higher combined (DC plus IGC) charges as follows: &lt;br&gt;</td>
<td>• May enable faster housing development &lt;br&gt; • The use of this strategy may be limited by the availability of council debt headroom &lt;br&gt; • Potentially creates a greater incentive to land bank rather than release land early for development &lt;br&gt; • This policy tool does not provide a mechanism to recover any proportion of infrastructure costs that primarily benefit existing housing units</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Area</td>
<td>Current</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>North West</td>
<td>$30k</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>North</td>
<td>$25k</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>South</td>
<td>$28k</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>HNZ areas</td>
<td>$30k</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Land owners would be able to develop, but would not have to contribute anything towards the cost of the infrastructure until they choose to develop</td>
</tr>
</tbody>
</table>

<sup>3</sup> The cost per house for the infrastructure to support the development of all the land provided for in the Future Urban Land Supply Strategy (FULLS) is in the range of $80k to $110k. The costs per house noted in the table have been assessed on a marginal approach based on the infrastructure to support the developments in these areas even though they may benefit from some of the wider investments in the FULLS.
## Attachment A

### Item 21

#### Section 7: Additional supporting information

7.2 Financing growth infrastructure

<table>
<thead>
<tr>
<th>Options</th>
<th>Description</th>
<th>Rationale</th>
<th>Impact on developers/land owners</th>
<th>Wider policy implications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option Three:</strong></td>
<td>Adopt a strategy of being ready to implement new infrastructure targeted rates alongside existing development contributions and infrastructure growth charges in the key growth areas to help pay for the additional infrastructure.</td>
<td>- Land owners should make a fair contribution to the cost of the infrastructure that enables their land to be developed.</td>
<td>- Land owners would pay new targeted rates in addition to current DCOs and IGCs as follows:</td>
<td>- Likely to enable and incentivise faster housing development.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Area</strong></td>
<td><strong>Proposed new rate</strong>&lt;sup&gt;4&lt;/sup&gt;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>North West</td>
<td>$900-$1,800</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>North</td>
<td>$1,300-$3,500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>South</td>
<td>$1,100-$2,400</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>HNZ areas</td>
<td>$500-$1,100</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Rates would apply for a 20 year period from when land is development ready.</td>
<td></td>
<td>- The use of this strategy may be limited by the availability of council debt headroom.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Land owners would be able to develop and would be required to pay regardless of whether they choose to develop now or well.</td>
<td></td>
<td>- Targeted rate may unintentionally impact on some smaller landowners in the area that will never develop their land.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Where land is held in large blocks, the annual targeted rate will also be charged (e.g. a block large enough for 100 houses with a $2,000 targeted rate would pay $200,000 per annum).</td>
<td></td>
<td>- However, there are a range of rates policy tools available to the council to address those issues.</td>
</tr>
</tbody>
</table>

**Option Four:** In conjunction with options (ii) and/or (iii) implement an investment partnership model to finance growth infrastructure.

- Enables faster housing development in a way that is not limited by the availability of council debt headroom.
- Provides an opportunity for a commercially focused entity with relevant skills and
- Landowners will be able to negotiate with a commercially focused entity to access infrastructure financing.
- Developers / land owners will ultimately need to pay higher charges in some form to cover the cost of the growth infrastructure. This could take the form of higher DCOs and/or IGCs, new targeted rates, higher user charges or voluntary payments under a negotiated contract.
- Likely to enable faster and larger-scale housing development that is not limited by council debt headroom.
- A third party (not the council) would take substantial risk such as the risk that development is

<sup>4</sup> As note 1 above.
### Section 7: Additional supporting information

#### 7.2 Financing growth infrastructure

<table>
<thead>
<tr>
<th>Options</th>
<th>Description</th>
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<th>Impact on developers/land owners</th>
<th>Wider policy implications</th>
</tr>
</thead>
</table>
|         |             | expertise to take a lead role in negotiating infrastructure financing arrangements with developers | • Where private contracts are involved, land owners may need to accept a charge on the land title recognising the obligation  
• Charges may be slightly higher under an investment partnership model as investors (whether public or private sector) will require a rate of return on their investment that fairly reflects the risks they are taking around the timing of when they will be repaid | taken up over longer timeframes than anticipated  
• The Auckland Council group will still lead the construction of the infrastructure and will be the long-term asset owner and operator  
• Implementation of the investment partnership model could involve the establishment of a new council controlled organisation. |
Attachment B: Issues for consideration – targeted rates for growth infrastructure

Targeted rates provide flexibility to design funding arrangements that can accommodate a wide range of circumstances. A targeted rate can be applied in conjunction with other funding sources to:

- provide revenue security for financing infrastructure
- deliver incentives for land owners to develop
- while recognising the need to accommodate the:
  - cash flows constraints developers work within
  - interests of different land owners
  - interests of future house buyers.

This section addresses some of the key issues the council will need to consider when deciding how to apply targeted rates. Consideration of these matters also highlights areas where changes to legislation would provide the council more flexibility to set targeted rates that address both the council’s goals and the particular needs of all interested land owners.

1. Timing

The commencement date and duration of a targeted rate will influence its impact on current land owners and future house buyers.

Commencement

A targeted rate can be levied at any time from when a decision is made to invest in infrastructure. Once a targeted rate is in place land owners will face an immediate increase in their holding costs and will have to find the cash to meet this additional demand. However, land owners may not be able to develop their land until the plans for infrastructure are finalised and consented or until construction is completed. Depending on circumstances the council has the following options for when it starts to levy a targeted rate. A rate can be applied from when:

- decisions are made to invest in infrastructure in a particular area – allowing funds to accumulate before expenditure is incurred
- infrastructure plans are finalised and consented – allowing developers to secure planning permission and to begin their own investments in readying land for construction
- developers are able to begin making their own investments – which may be triggered by a range of factors
- infrastructure is completed – providing complete certainty that development can proceed.

To start collecting a targeted rate the council will want to consider whether developers face any practical or regulatory barriers that would prevent them from commencing development. The timing of when land becomes “development ready” may differ depending upon the particular circumstances in different parts of the region.

Lifespan

The assets that a targeted rate will fund have long lives, for example roads. Accordingly a rate should run over a long time period. There isn’t a definitive basis on which to set a repayment period. The council will need to consider this on a case by case basis. The recovery period will generally be over 10 years and more likely 20 years or more given the life of the assets. The choice of lifespan is a balance between faster repayment of debt and higher annual costs for ratepayers.

Many home owners like to pay off their mortgages early and may also wish to discharge the targeted rate liability early. In setting any targeted rates, provision will be made for early payment.
2. Sharing the infrastructure costs between land owners

A targeted rate to share the costs of infrastructure between the land owners who will benefit should aim to spread the costs as fairly as is possible. Infrastructure investments to support development provide benefits to current and future land owners:

- by allowing them to realise the uplift in land value from rezoning
- directly in terms of improved services to support a growing community.

The general rates requirement is shared between property owners based on the capital value of their properties. Capital value is the value of the land and buildings. The council can also use land value and land area. Each of these methods is discussed below.

Capital value

Capital value is the value of land and improvements (e.g. a house). Capital value does not share the costs of infrastructure required for development based on the benefits in terms of potential land value uplift. A growth infrastructure targeted rate set on capital value will be higher for a more developed property. While more developed properties are better able to take advantage of service improvements, they don’t gain as much from increased development potential. Less developed properties benefit more from infrastructure investment that allows them to develop.

All of the areas where additional infrastructure investment is being considered are underdeveloped. As a result, land within these areas has widely varying degrees of development. The majority of investment being considered is to support growth and allow for development. Applying a targeted rate based on capital value would impose an unfair burden on land that was more developed at any point in time.

Land value

Some development areas, both greenfields and brownfields, may not require immediate infrastructure investment to proceed. However, they may still require substantial investment over time. For these areas the land value will reflect the development potential for all properties. Where this is the case, land value will be the best means to allocate the share of infrastructure costs.

Land value is a good, but not perfect, measure of a property’s ability to benefit from infrastructure investment. Land value changes over time as property is subdivided ready for development shifting more of the burden to early developers. In addition, current rating valuation rules require land to be valued on current use potential. Some land cannot be developed until infrastructure is constructed whereas other land in the area may already be zoned and valued as residential. This is primarily an issue for greenfields development. Using land value rating would place a disproportionate share of the infrastructure cost burden on the properties presently valued as residential in the early years of any rate. This impact could be mitigated by applying the rates differentially, i.e. at a lower rate, to different land uses.

Land area

Land area better captures development potential. A larger property with space to build more houses will pay higher rates than a smaller property with less development potential.

However, land area does not differentiate between more and less desirable geography. A hectare of land in a gully will pay the same rates as land on a hill slope with a view. Land closer to a transport hub will pay the same
as land more distant. Where these locational differences are material and impact on several properties they can be managed by the use of existing tools such as:

- differentials, where some land uses or locations pay more or less rates
- remissions.

Conclusion
Both land area and land value may be appropriate depending on the circumstances of individual development areas. The current mechanisms could be improved by allowing the use of land value based on development potential for the purpose of applying a growth infrastructure targeted rate. This would require a change to legislation. The current rates are appropriate for general rates purposes but not designed to fairly share infrastructure costs associated with development.

3. Managing the impact on different land owners
Rezoning land for more intensive development and investing in infrastructure to support growth, whether in greenfields or brownfields areas, requires major capital investments. Both large and small land owners will benefit from increases in land value and improved services.

While all land owners will benefit from rezoning and investment in infrastructure some are better able to realise these gains. Developers holding land in these areas will be able to realise the potential uplift in land value. Holders of smaller developable blocks of land may not be ready to realise the gains or have a different time frame for development. Many owners of existing houses may not:

- be able to realise any gain until they sell their property
- benefit from infrastructure that allows more intense development if there is limited development potential on their site
- want the additional service benefits that development will bring.

For existing home owners there may not be appeal in paying for infrastructure to support development. On the other hand the benefits may be substantial and it is more appropriate that the future beneficiaries pay rather than the cost falling on existing ratepayers. The council has a range of options to balance these concerns in how it sets any targeted rates.

The options are:

1. don’t charge existing houses for the costs of infrastructure required to allow more intense development for example trunk water and wastewater works by:
   i) funding these with infrastructure growth charges and/or development contributions as these are only charged for new properties
   ii) remitting these costs for existing houses where targeted rates are used.

2. provide for postponement of the share of the cost of other infrastructure that benefits existing houses. The existing property owner would have no requirement to pay until they sold the property or were no longer resident.

The council would prefer that the recovery of costs in these circumstances is from the buyer of the property. The new buyer would be making a conscious choice to incur these costs in exchange for the benefits. The buyer would take this additional charge into account in their purchasing decision. The existing owner would not be required to contribute to these costs but the price at eventual sale would be impacted. This would require
legislative change to provide for an entirely new type of charge to be available to the council. Rates are incident on current land owns and designed accordingly. Substantial changes would be required to provide for a new type of charge incident on buyers, akin to stamp duty but location specific, or for rates to be incident on buyers in particular circumstances.

4. Informed buyers

Houses developed where infrastructure is partly funded by targeted rates will have rates obligations higher than other properties where infrastructure has been funded from other sources. We have a number of ways to ensure new home buyers are aware of their future obligations:

- include information about targeted rates on the Land Information Memorandum.
- include provision in development agreements requiring sales materials to make the future targeted rates obligations clear to prospective purchasers
- support professional bodies for advisers involved in property purchases (lawyers, real estate agents and financiers) to inform their members
- present information on the council’s website
- allow vendors and buyers to discharge future targeted rates obligation as part of a property purchase.

Further assurance could be provided that buyers, and their advisers, are familiar with the obligations by allowing the obligation to be recorded on a property’s title. To provide for this legislative change will be required to allow the council to record this charge on land title.
Memorandum

15 February 2019

To: Chair, Finance and Performance Committee
    Desley Simpson, Deputy Chair, Finance and Performance Committee

Cc: Sandra Gordon, Governance Advisor
    All Waitematā Local Board members

Subject: Feedback on the Productivity Commission Issues Paper - Local Government Funding and Financing

From: Waitematā Local Board

Purpose
To provide Waitematā Local Board’s feedback on the Productivity Commission Issues Paper – Local Government Funding and Financing for consideration by the Finance and Performance Committee

Summary
- The levels of homelessness across the Auckland region continues to increase. Auckland Council plays an important role in responding to homelessness, which needs to be recognised and funded by government through interest free loans and, where a good business case has been submitted, by capital grants towards council and council-supported housing projects. The policy of only providing assistance where council has given majority shareholding to a community housing or private provider should cease.
- An increasing population brings diversity and interest to Waitematā, but also places pressure and demand on resources, infrastructure, community facilities and the environment.
- Central government, local residents, businesses and residents continue to have rising standards and new interests that need to be responded to. This inevitably leads to higher local government spending.
- Climate change also brings two sources of extra costs. One is moving and rebuilding infrastructure along our coast, particularly the expensive coastal infrastructure in the central city. The second is encouraging and enabling a low carbon economy and society through a range of advisory and implementation measures.
- Appropriate environmental taxes need to be available as potential sources of income for local authorities.
- Wide implementation of rates remission and postponement is essential so the asset rich but income poor do not suffer and rates levels can be set at the appropriate levels to maintain the quality of life in all communities.
- There is considerable scope for Value Capture to be introduced in New Zealand to enable the whole of the community to gain benefit from significant investments in infrastructure that provide a financial benefit to private landowners such as the development of Central Rail Link in Auckland City Centre.
- Through the creation of jobs, providing advice, co-ordination and working with businesses to get through regulations and access markets, councils contribute towards achieving sustainable local economic development. Local government should be recompensed and rewarded for this from relevant central government funds such as a share of taxation or grants.
Central Auckland is one of many areas that provide infrastructure and events for tourists and visitors. Councils should be able to obtain a contribution from them through a bed tax, airport arrival levy and a share of GST.

Issues and Options Paper Key Topics

Local government in New Zealand

Homelessness is complex and results from multiple factors. However, a key driver and therefore consideration when reviewing the differing circumstances that are relevant for understanding local government funding and financing issues includes a substantial lack of social and affordable housing.

The levels of homelessness across the Auckland region increased by 26 percent between the 2006 and 2013 censuses. According to the 2013 census figures, 20,296 people were homeless in Auckland and 29 percent were aged between 15 and 24 years. Based on the average increase between censuses, and excluding all other factors, homelessness could stand at 23,409 in 2017, and 26,522 by 2021.

The findings of Ira Mata, Ira Tangata: Auckland’s Homeless Count show that on 17 September, at least 336 people were living without shelter and 2,874 people were in temporary accommodation. It is estimated that we have 800 people living without shelter based on a validation exercise.

Auckland Council plays an important role in responding to homelessness, including leading and coordinating development of a regional, cross-sectoral homelessness plan and funding a range of initiatives that support people who are experiencing homelessness. Future investment is required to support an operational response to homelessness in Auckland.

Auckland Council has provided advice and financial guarantees for social service agencies, community housing providers and iwi to assist and enable them to provide affordable and social housing.

Local Government in New Zealand has historically been a major provider of social and affordable housing, partly to prevent and combat homelessness. This has been particularly the case with providing pensioner housing for older residents with low income and assets. Some councils have also provided rental housing for low income workers, particularly their own staff.

The advantages of council provision of pensioner and other rental housing includes local knowledge of the needs and wants of individual tenants and of local communities; speed of provision, flexibility and innovation. It is important that such housing is close to vital health, community and social services, which is the case for the Waitemata Local Board area.

These vital roles should be funded by government by interest free loans and, where a good business case has been submitted, by capital grants towards council and council-supported housing projects. The policy of only providing assistance where council has given majority shareholding to a community housing or private provider should cease.

How funding and financing currently works

Exacerbator pays, polluter pays and appropriate environmental taxes need to be available as potential sources of income for local authorities.

Auckland’s current fuel tax is a very good example of this. It is readily and equitably charged on those who use the transport network and enables valuable improvements to be paid for at the time of provision. It ought to be a toll available for any other region that wants to use it. Congestion charging and road pricing should also be an available option once technically feasible.
Provision for financial contributions should be retained on the same basis as is also the use of weight-related and volumetric charges for waste and volumetric charges for water supply.

Borrowing is appropriate for building or restoring long-term assets as it enables time-appropriate provision and affordability and appropriately applies intergenerational equity for the users of the assets concerned.

**Pressure points**

Statistics New Zealand forecasts that the Waitematā Local Board 2017 population of 108,500 will hit 130,200 by 2033, a 21 per cent increase. The increasing population brings diversity and interest to Waitematā, but also places pressure and demand on resources, infrastructure, community facilities and the environment.

Growing ethnic diversity in the Waitematā Board area has, for example, generated a substantially increased demand for providing indoor sports and recreational facilities for people who prefer to take part in badminton, table tennis, squash and basketball more than for rugby and netball. The aging population has made it compelling that public facilities are fully accessible and safe for all age groups and abilities.

As the city’s employment hub, Waitematā provides 186,000 jobs. The city centre alone accounts for one in seven jobs in Auckland. It is estimated that we have 100,000 commuters coming into the city centre, with approximately half of these using public transport, cycling or walking.

Auckland is both New Zealand’s main international gateway (by air and sea), and an ever stronger standalone destination. For example, the city centre is expected to receive 127 cruise ship visits during the 2018/2019 season, an increase of 17 compared to the previous year.

These factors put substantial pressure on the transport network, infrastructure and local community facilities e.g. there is limited provision of public amenities in the city centre to cater for the large number of daily workers, visitors and rough sleepers.

Waitematā features many of Auckland’s earliest buildings and suburbs. This historic legacy gives our suburbs their unique character; one that varies across the local board area and creates distinctive urban villages such as Parnell, Ponsonby and Grey Lynn.

We know the value our community places on our public and private heritage assets. Good stewardship of heritage buildings, including finding long-term uses, will provide a viable and sustainable future for many of these prized assets but investment is required to achieve this.

The new national system for managing earthquake-prone buildings is now operative. Waitematā Local Board area has 50% of all earthquake prone buildings with 796 buildings already assessed as ‘earthquake prone’. Of these a number are valued public community facilities, which will require significant investment to meet the national standards over the next 10-30 years.

Central Auckland, like Queenstown, has a large and increasing number of tourists and visitors accessing accommodation, hospitality and Council services like community buildings, events, roads and public transport. These visitors do not make a contribution to the substantial costs that they incur. As the Shand Committee recommended issues of fairness generate a strong case for new funding systems derived from tourists and visitors. These include a levy on temporary accommodation providers (Bed Tax); a larger airport arrival tax; and a fair share of GST.

The Waitematā Local Board also has to respond to rising standards expected from central government, local residents, businesses and residents. The higher minimum standards required by
Government and Parliament have been well documented and we agree they are a major source of demands for higher local government spending. However, as with consumers of private goods and services, our people and businesses request and sometimes demand higher standards and variety. They want all weather playing surfaces, more variety and better quality play equipment, more exciting and engaging events, better equipment in recreation centres, safer roads and footpaths, more public transport and more responsive and supportive regulatory services. They also make it clear they want council to support economic development and jobs, stadia and health services in rural areas and community development in urban areas. Some of these resource intensive requests are related to increased diversity but others are natural expectations from the community. 

Councils are needing to pay more as they contribute to the implementation of Treaty of Waitangi settlements.

Climate change also brings two sources of extra costs. One is moving and rebuilding infrastructure along our coast, particularly the expensive coastal infrastructure in the central city. The second is encouraging and enabling a low carbon economy and society through a range of advisory and implementation measures.

For those who are asset rich but income poor rates remission and, more importantly, rates postponement must be implemented more closely to universality for those who qualify. This is so that councils can charge the fair property value rates, which should continue to be the main source of Council revenue. Property values are closely related to the provision of local government infrastructure and services to those properties.

New Zealand taxes income relatively heavily, while having relatively low taxes on wealth, assets and property. This imbalance is a major contributor to wealth and income inequality and poverty in New Zealand. So wide implementation of rates remission and postponement is essential so the asset rich but income poor are not excessively disadvantaged and then rates levels can be set at the appropriate levels to maintain the quality of life in all communities. The Shand Report found these provisions at that time provided only 0.3 to 0.7% of total rates revenue. It should be at least 10 times higher.

**Future Funding and Financing**

As the Productivity Commission has already concluded in its 2015 and 2017 reports there is considerable scope for Value Capture to be introduced in New Zealand, as already applies in many United States cities. This would enable major increases in land values generated by public action, such as investments in infrastructure that directly benefit private landowners, to have part of the windfall gains returned to councils. This could be achieved by directly levying this uplift in land values. At the core of the Waitetū Local Board area the Central Rail Link is costing billions in public investment and all the businesses along the route will consequently gain billions in value uplift. The whole of the community should be enabled to gain benefit from that windfall.

A similar case can be made for allowing local authorities to utilize tax increment funding. This would enable a local authority to forecast the increase in revenue or in capital value that would result from its infrastructure investment and to be able to borrow against that future income without this resulting in a credit downgrade.

There ought to be public financing to encourage, enable and respond effectively to councils that seek to provide appropriate infrastructure and sustainable economic development.
contributions need to be extended to cover all useful infrastructure. It also needs to be recognised that such contributions are only received well after the capital costs are incurred. Councils can do a lot to contribute effectively to sustainable local economic development and job creation through advice, co-ordination and working with businesses to get through regulations and access markets and they should be recompensed and rewarded for this from relevant central government funds such as a share of taxation or grants.
MANUREWA LOCAL BOARD COMMENTS: AUCKLAND COUNCIL’S SUBMISSION ON THE PRODUCTIVITY COMMISSION’S ISSUES PAPER ON ITS LOCAL GOVERNMENT FUNDING AND FINANCING INQUIRY

1. Our board supports the Auckland Council submission to the Productivity Commission. However, we note that it does not specifically address the question of local board funding. We believe that it is essential that the commission understands the unique governance structure of Auckland Council, and in particular the relationship between the governing body and local boards, and the implications of that relationship for the funding of services in Auckland.

2. The Local Government (Auckland Council) Act 2009 established the current governance structure of Auckland Council. Section 7 of that act sets out that the decision-making power of the council is shared between the governing body and the local boards.

3. However, in practice the shared decision-making model is inherently unequal because the decision as to how local boards are funded is made by the governing body. Auckland Council’s 2016 Governance Framework Review found that “The funding policy is highly paternalistic, the governing body sets the budgets for each local board and directs where the majority of funding can be spent.” Additionally, it noted that “local boards lack clear accountability to their voters for their decisions. ...Ultimately any decision-making role is undermined where the decision-maker does not have the responsibility for funding those decisions.”

4. The council submission notes that there is an increasing delegation from central government to local authorities in the delivery of services, particularly in the areas of social and environmental services. It is reasonable to expect that local authorities who are being delegated these increased responsibilities should expect an increase in funding in order to provide the required services.

5. The relationship between the local boards and the governing body is similar. The governing body has delegated functions to the local boards, and any formula to equitably fund local boards needs to ensure that boards have sufficient funds to deliver the required services.

6. Our board’s view is that any consideration as to how Auckland Council should be funded to deliver services in the future also needs to address how that funding is distributed to local boards. A part of that consideration should be to address the question of whether the funding of local boards should be decided by the governing body, or if local board funding levels should be set out in legislation.
7. Our board recommends that the commission consider the Governance Framework Review in order to fully understand the Auckland governance model and its implications for the funding of services.


Angela Dalton
Chairperson, Manurewa Local Board
Ngā Tikanga Hopu Whakaahua i te Rohe o Tāmaki Makaurau

Auckland Film Protocol

Commitments, conditions and guidelines for filming in the Auckland Region
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Introduction

What Auckland offers
Auckland is now recognised as a world-class screen production destination, providing access to first-rate skills and talent, stunning locations, and exceptional production facilities.

The Auckland screen production industry caters for a wide range of activities, including feature films, television series, documentaries, commercials, photoshoots, animation, post production and visual effects.

How Auckland benefits
The economic importance of the film industry in Auckland has been growing steadily, bringing jobs and opportunity to those directly involved in the industry and positive impacts for the wider economy. This in turn leads to better social outcomes and improved quality of life for all Aucklanders.

Auckland’s growing film industry supports our aspiration, outlined in the Auckland Plan 2050, for Auckland to be prosperous, with many opportunities, delivering better social and economic outcomes for everyone. The Auckland Plan recognises that our economy needs to be innovative and agile and that international connectivity is key to our economic success.

Many jobs in the screen industry, particularly in the post-production sector are high-tech with innovation key to success. Television programmes, feature films and television commercials produced in Auckland are enjoyed by audiences all over the world. Showcasing Auckland to the world, enhancing our reputation, our sense of pride in who we are, encouraging visitors and attracting skills and talent to Auckland.

Being ‘film-friendly’ while balancing the impact on residents and businesses
Many filming projects, particularly television commercials and some television programmes, operate under tight timeframes and require quick decision-making.
Cities that are able to process requests quickly are more attractive to screen production companies, who may only have a very limited amount of time to turn a script into a finished product.

However, filming is a highly controlled activity that relies on the use of public space and there is a need to ensure that local residents, and businesses, and the environment are not overly negatively impacted by filming.

Objectives

The overall objective of this document is to:

1. **create a film-friendly culture within Auckland Council, Council Controlled Organisations (CCOs) and the Auckland Region in order to attract and retain screen production industry business.**

Key to this objective being realised is a two way commitment from the wider council organisation\(^1\) and filmmakers to open minded and thorough communication with each other, and an awareness of the needs of local residents and businesses. With this in mind, the other objectives of this document are to:

2. **deliver a cohesive, efficient and customer driven service that provides certainty to filmmakers in a globally competitive market.**

3. **enable public goodwill towards the film industry by making explicit the required conduct of film crews when filming in public spaces, or anywhere that members of the public, local businesses, iwi or the environment are likely to be impacted on.**

Screen Auckland is the film office for the Auckland Region and is responsible for the permitting of filming on public open space in the Auckland Region. To enable the achievement of these objectives - contributing to an Auckland which is prosperous with many opportunities and to a sustainable screen industry - Screen Auckland’s strategic priorities are set out in the diagram below.

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\(^1\) The term "wider council organisation" refers to Auckland Council and all Council Controlled Organisations and subsidiary companies.

Draft Auckland Film Protocol
Structure of this document

This document is structured into four distinct parts.

**Section one** - outlines commitments made by Auckland Council and members of the wider council organisation on how they will support the work of the film industry.

**Section two** - provides a quick reference guide for filmmakers on processes and costs related to filming in Auckland.

**Section three** - outlines a code of conduct for filmmakers when filming on public space, or anywhere where members of the public or local businesses are likely to be impacted on. The code of conduct consists of rules filmmakers must abide by when undertaking filming in Auckland, and also provides suggestions on how production companies can go the extra mile when working with local communities.

**Section four** - provides further detail on the approval processes associated with filming as they relate to the different functions of the wider council organisation.

**Attention film makers**

This document is designed for filmmakers considering filming in Auckland. It signifies Council’s commitment to the screen production industry, and outlines what filmmakers can expect, and what is expected of them, when filming in, on or around public places in Auckland.

Other parties who may find this document of interest include:

- elected members of the governing body and local boards;
- staff within the wider council organisation who are unfamiliar with Auckland’s film friendly commitments, protocols and guidelines;
- residents, businesses or community organisations who would like information on best practice and filming processes in Auckland or are impacted on by filming;
- Mana Whenua;
- other local authorities or film offices.
1 Section One: Core commitments

Our commitment to the screen industry

1.1 Auckland Council and members of the wider council organisation will say yes to the screen production industry unless there are good reasons not to.

1.2 In instances where there are difficulties with a proposed shoot, Auckland Council will listen to and consider all possibilities for mitigation put forward by the screen production industry and others.

1.3 In instances where it is not possible to say yes, this decision will be made promptly and transparently, and Screen Auckland along with relevant members of the wider council organisation will work with the screen production industry to identify alternative options.

1.4 Screen Auckland, with support from relevant officers within the wider council organisation, will make it as easy as possible for the screen production industry to submit a thorough and complete application form. This will reduce the likelihood of delays due to the need to obtain more information later in the process, and unanticipated complications with the filming activity.

1.5 Screen Auckland’s objective is to deliver a customer-driven and efficient service to the screen industry. To achieve this Screen Auckland will constantly seek to identify opportunities to improve the service given to the screen industry, and will work with members of the wider council organisation to achieve this.

Our commitment to Auckland

1.6 Screen Auckland will consider the potential positive and negative impacts of filming on Auckland’s communities and environment and the needs of all impacted communities, partners and stakeholders when facilitating filming applications.

1.7 Screen Auckland, with support from relevant officers within the wider council organisation and local boards, will work with the screen production industry on an ongoing basis to mitigate any negative effects caused by filming and capitalise on opportunities for filming to contribute to Auckland’s social, economic and environmental outcomes.

1.8 Auckland Council and members of the wider council organisation have a cooperative partnership with mana whenua and ensure the screen production industry will follow cultural practices in areas of cultural significance, and protect and use sensitive information as communicated.
Our commitment to fostering collaborative working relationships

1.9 Successful filmmaking and realising the potential benefits of filming for Auckland requires effective collaboration - between the screen industry, Auckland Council and members of the wider council organisation, the local community, local businesses, and stakeholders. Screen Auckland undertakes to:

- foster cooperative and collaborative relationships between all parties;
- build awareness and foster mutual understanding between the respective parties.

Our expectations of the screen industry

1.10 Auckland Council’s support of the screen production industry is based on the expectation that:

- Screen Auckland have received all relevant information concerning proposed shoots;
- the screen industry will maintain their side of the relationship by filming responsibly, within the limits of their film permit, and pursuant to this document.

Should a production company fail to do so, the film permit will become null and void in relation to that particular film shoot.
2 Section Two: A quick reference guide to filming in Auckland

The purpose of this section is to provide filmmakers with a quick overview of the processes and costs associated with filming in public spaces in the Auckland Region. Further detail relating to potential approval requirements can be found in Section Four of this document.

2.1 Obtaining consent to film
If you are filming in, on, or around public open space, public transport or roads you:

- are likely to need a film permit and / or a parking permit;
- will need a copy of the Auckland Film Protocol, and;
- need to be aware of your requirements as outlined in the Auckland Film Protocol.

A film permit gives production companies limited permission to occupy and use public open space and must ensure that the public are not overly inconvenienced.

Screen Auckland should be the first port of call for production companies seeking to film in Auckland. They act as a one stop shop for all filming enquiries, by seeking the necessary approvals on your behalf and acting as a “go between” for production companies and the required authorities. Screen Auckland will work to make sure that the film permit application process is as streamlined as possible.

Film permits are issued pursuant to Auckland’s plans, policies and bylaws and pending approval of relevant owners, managers and / or leaseholders of the proposed location such as Auckland Council, council controlled organisations and iwi. For example, all filming activities within the road corridor or public transport facilities require formal approval from Auckland Transport, a council controlled organisation of Auckland Council. In some areas there are other plans and rules in place that need to be considered. In the Wātakere Ranges Heritage Area, the Wātakere Ranges Heritage Area Act 2008 (WRHAA) will need to be taken into account when planning for and undertaking filming.

If you are filming on private property, you may still require parking permits for vehicles on the street or have other regulatory requirements that need to be met. The combination of the planned filming and the proposed location will determine what approvals are needed and the time it will take to obtain these.

Auckland’s volcanic cones (tūpuna maunga) come under the administration of the Tūpuna Maunga Authority o Tāmaki Makaurau Authority (Tūpuna Maunga Authority). The Authority is independent of Auckland Council. A permit is required for any filming or commercial still photography on the maunga regardless of its nature or scale.

To ensure there is sufficient time for your application to film to be assessed by the Tūpuna Maunga Authority, contact Screen Auckland to discuss your project.

Attachment B

Draft Auckland Film Protocol
Screen Auckland provides the following facilitation services:

- issues film permits on behalf of Auckland Council once necessary approvals have been received;
- a coordinating role by acting on behalf of production companies to gain the necessary approvals and/or information from relevant members of the wider council organisation (including local boards) and impacted stakeholders;
- information and assistance relating to filming in Auckland;
- booking of locations and outdoor venues;
- quick turnaround for approvals;
- an advocacy service for the screen production industry;
- contacts and liaison with a range of services.

Before submitting an application, call the Screen Auckland film facilitation team to discuss your plans, our contact details can be found at [www.aucklandnz.com/film](http://www.aucklandnz.com/film). For larger or more complex shoots, it is often useful to have a pre-application meeting, early on in the process, to assess timeframes, likely regulatory requirements and the early identification of any potential problems.
2.2 Flowchart summarising the filming application process

1. Initial Enquiry
- Contact Screen Auckland – a Film Facilitator (FF) will assess the feasibility based on possible locations, dates and description of action.
- During pre-production or early feasibility stages, large or complex productions should arrange a meeting with Screen Auckland to discuss requirements.
- FF liaises with relevant council officers and authorities and advises of any known or foreseeable concerns.

2. Application
- A location manager or other relevant production staff applies to Screen Auckland for a permit to film and is required to complete an application form which can be found at www.aucklandnz.com/screen.
- Once the application form is completed and submitted along with the required supporting documentation, a FF acknowledges receipt of application within one working day and provides an early estimate of timeframes.
- FF to advise if any site or planning meetings need to take place prior to a decision being made.

3. Processing Applications
- FF issues the Initial Activity Proposal document, summarising the information supplied by the filmmaker to the appropriate council departments, local boards and external stakeholders for consideration.
- Relevant authorities and interested parties provide feedback / comments to FF.
- FF gives a cost estimate of additional services to the filmmakers and advises if a bond is required.
- FF liaises with filmmakers if it is envisaged that conditions need to be imposed on the film permit or amendments made to filming proposal.
- FF to advise filmmaker of outcome as soon as possible to allow time for mitigation or possible changes to proposed filming.

4. Issuing Permits
- FF advises filmmaker of approval as soon as possible and will supply written confirmation via email.
- Permit contains terms and conditions of approval such as filming dates and activities, approved parking arrangement and traffic management plans, and consultation requirements.

5. Shoot Day and Debrief
- The FF or council officers may undertake a site inspection.
- Location manager or production manager to have a copy of the permit to film and Auckland Film Protocol on site.
- Production to report a debrief of the shoot, including public reaction or if any damage of the location has occurred.
- The filmmaker, in consultation with FF, performs site remediation if required.
- If a portion of the bond is to be retained to repair damage the FF must advise the filmmakers of the reasons.
- If a bond was supplied and there is no damage, the FF must refund the bond.
2.3 Frequently Asked Questions

How do I get a permit to film?

You can find an application for a permit to film on the Screen Auckland website, www.aucklandnz.com/screen, or you can contact the Screen Auckland office to speak to a film facilitator first. You can also find a copy of the film permit application in Appendix one.

How long does it take to receive a permit?

Many film shoots can receive a permit within 3-5 working days from receipt of a complete application, depending on the impact and sensitivity of the location. Major impact filming can take significantly longer and so can getting permission to film in sensitive places or areas of public space that are run privately or through trusts.

Why are the time frames for filming so short?

Filming activities are often fast turnaround from concept to delivery. To keep filming in Auckland, in a competitive international market, film crews often have to work within short timeframes.

For very high impact shoots, such as those that require resource consents or road closures, timeframes are necessarily impacted on due to regulatory requirements. These are discussed in more detail in section 4 of this document.

What is public open space?

Any road, footpath, public square, grass verge, berm, public garden, reserve, park, beach, wharf, breakwater, ramp or pontoon, foreshore, dunes, access way, recreational ground or sports field that is owned or operated by Auckland Council.

What is Screen Auckland?

Screen Auckland is part of Auckland Tourism Events and Economic Development Limited (ATEED), which is a (Council Controlled Organisation) CCO of Auckland Council. Screen Auckland have delegated authority to issue permits to film on public open spaces throughout the Auckland Region once necessary approvals have been gained from relevant owners, managers and/or leaseholders of the proposed location. Screen Auckland is also an advocate for filming in Auckland and promotes the region as a filming location to the international market.

If I'm filming on private property do I need to tell Screen Auckland?

Yes we want to hear from you. As an advocate for the local film industry we need to ensure that impacts on communities are managed appropriately, and we can also let you know of other activity in the area that may affect your shoot; see section 3.5 for more information. Please note, if you require parking for technical vehicles a parking permit may be required.
Do the standard conditions for filming in Auckland apply to me if my shoot is low impact and doesn’t require a film permit?

Yes, if you are filming in public open space you must comply with the standard conditions for filming in Auckland, even if your shoot is low impact and does not need a permit or has been granted a fee discount or waiver. These conditions help to limit inconvenience to neighbouring businesses and residents; helping to ensure the sustainability of filming in public spaces. See section 3, Screen Industry Code of Conduct, for more information.

I’m undertaking a recce, does the Auckland Film Protocol apply to me?

If you are undertaking a recce to assess the suitability of a location you must ensure that any activity associated with the recce is low impact. You must also ensure that you comply with Section three: Screen Industry Code of Conduct of the Auckland Film Protocol.

I’m planning a shoot for a school or university project, do I need to contact Screen Auckland?

Yes, if you are planning to film in a public place it’s always best to give us a call beforehand to double check. If your equipment is hand-held only, the crew is small (fewer than nine) and you won’t impede public access, at many locations you may not need a film permit. You will still need to comply with the Screen Industry Code of Conduct; see section 3 for more information.

What happens if I film without a permit or are in breach of permit conditions?

Filming in public places in Auckland is controlled under the Auckland Council Trading and Events in Public Places Bylaw. The size, impact and location of your shoot determines whether you need a permit to film, as set out in section 2.4 of this document. If a production is filming without a permit when it should have one, or is in breach of its permit, the shoot will be shut down and the production could be blacklisted from future filming in public spaces. The production could be charged a location fee after the shoot takes place, and may not be covered by any insurance that they have. In some cases Auckland Council may also use its powers under the Local Government Act 2002 to seize equipment or fine production companies for breaching permits, for more information see section 3.2 of this document.

If you are planning to film in a public place, contact Screen Auckland to discuss whether you require a permit.

When do I need a traffic management plan for filming?

A traffic management plan (TMP) is needed for any activity that inhibits the regular flow of traffic or involves filming within the road reserve. Your TMP must be drawn up by a certified traffic management company and approved by the Road Controlling Authority. Filming on footpaths and berms does not always need a TMP, this will depend on how filming impacts on safety and public access. Contact Screen Auckland for advice. If you are filming with a vehicle or wish to rig equipment to a
vehicle speak to a film facilitator who will be able to advise you of the best way to manage your shoot safely.

**Why do I have to engage in consultation?**
Filming can impact the day to day activities of businesses and residents and because public open space is for everyone, we need to ensure that you have properly informed those who may be affected.

It is in the interests of all parties that businesses and residents are treated with respect in order to ensure that filming in public spaces is sustainable for future shoots.

**What if my shoot involves animals?**
Production companies wishing to film animals in public places must comply with the Animal Management Act 1999 and need to be aware of the:

- Dog Management Bylaw which sets out rules around dogs in public places. For example, filming a dog off leash in some areas will require special permission or a temporary change to the bylaw, which can take time.
- Animal Management Bylaw which sets out rules around other animals in public place.

More information on bylaws can be found in section 3.3 of this document or on Auckland Council’s website².

**How do I pay for my filming?**
You will receive an invoice which can be paid via bank transfer. You will be notified if payment is to be made elsewhere.

**How do I get a fee reduction?**
Fees are assessed on a case-by-case basis. Talk to your film facilitator if your project is not-for-profit, or if it is charity or community based.

**Can I remove street furniture for my shoot?**
The removal of street furniture, including signs and the adjustment of street lighting, is permissible on a case-by-case basis. Any arrangement for this work must be made through Screen Auckland and all costs, including damage or reinstatement costs, have to be met by the production company.

**How come someone else filmed here and I can’t?**
Shoots are assessed on a case-by-case basis and Auckland is a living, breathing, changing environment. Many factors come into play when assessing feasibility of a location; these include impact, time of day, day of week, frequency of other activities in the area, civil works or other filming activity already taking place in the area.

**What if my shoot involves stunts, firearms or special effects?**
You are likely to be subject to additional levels of scrutiny, as described in section 4.9 of this document. You must ensure these risks are described and planned for in your application and safety documentation for the shoot. Note, filming involving stunts,
firearms or fireworks are not likely to be approved for applications to film on the tūpuna maunga.

**What are the boundaries of the Auckland Region?**
The Auckland Region spans from Wallsford in the north to Pukekohe in the south. For a map of the Auckland Region go to the Auckland Council website [www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz), click on “GeoMaps (GIS viewer)” in the “get it done online section”.

**Why have the production chosen a particular location?**
There are many variables as to why a location has been chosen. Briefs can be very specific and the requirements for the location have to balance the creative needs of the brief and the logistics of getting crew and equipment into the location.

Sometimes we deliver to an international market which requires specific looks to be believable for the viewer. For example, High St has a universal look that translates to a European/British/period cityscape. Bethells Beach has a unique look that cannot be found anywhere else in the world.

**What if my shoot involves a drone?**
If you plan to use a drone for commercial or organised filming in a public space you will need a film permit, even if you believe you are a low impact crew. If your shoot is going to make use of a camera on a drone alongside your other filming, make sure planned drone operations are included in your planning and application.

Depending on your location there may be additional requirements to work through to manage the use of the drone, which may include a requirement to use a spotter, traffic management plans and, or in some areas the drone operator will may be required to have part 102 certification from the Civil Aviation Authority. In some locations the use of a drone may need to consider and manage the potential impact of drones on native species such as birds.

To get a permit to film using a drone, your public liability certificate must show that you have insurance for the use of a drone – this means you need aviation cover.

**What should I do if I have an enquiry about filming in my neighbourhood?**
If you have an enquiry about any aspect of filming activity in your neighbourhood please contact the Auckland Council Call Centre on 09 301 0101 – and ask to speak to a film facilitator or send an email to screen@aucklandnz.com and one of our film facilitators will get back to you.
2.4 Filming impacts and Auckland Council requirements

Table one provides an overall indication of council requirements as they relate to the scale of production. However, as each film shoot is assessed on a case-by-case basis, and acknowledging that what may be considered medium impact in one location could be deemed high impact in another; Table one should be read as a guide only.

All productions filming in public open space must comply with Section three: Screen Industry Code of Conduct, even if they are low impact and do not need a permit, or have been granted a fee waiver or are undertaking a recce.

Determination of impact is based on the total impact that the proposed shoots will have on a place and on public access to a place, which can differ based on the location chosen. The types of factors considered when determining impact include, but are not exclusive to:

- the number of people involved in the shoot;
- the location, including (but not exclusive to) whether it is an operational site, a sensitive natural environment, a site of significance to mana whenua, is on or near a heritage place, access to the site is difficult or the site is subject to specific controls in Auckland Council plans, policies or bylaws;
- time on site;
- the type of equipment and props being used on site (note any commercial organised filming using a drone will require a permit to film);
- access requirements and impact on public access to the location;
- vehicles associated with filming.
<table>
<thead>
<tr>
<th>Table 1. Filming impacts - read as a guide only³</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Low impact</strong></td>
</tr>
<tr>
<td>Permit may be required</td>
</tr>
<tr>
<td><strong>Number of people on site</strong></td>
</tr>
<tr>
<td><strong>Number of equipment vehicles (trucks⁴, vans, utes, cars)</strong></td>
</tr>
<tr>
<td><strong>Unit base/catering &amp; Structural requirements</strong></td>
</tr>
<tr>
<td><strong>Equipment requirements</strong></td>
</tr>
<tr>
<td><strong>Traffic management (footpaths and roads)</strong></td>
</tr>
<tr>
<td><strong>Impact on the public and consultation requirements</strong></td>
</tr>
<tr>
<td><strong>Environmental</strong></td>
</tr>
</tbody>
</table>

³ The guidelines set out in Table 1 do not apply to the Tāpuna Maunga Authority; separate guidance will be given to applicants upon inquiring about filming on tāpuna maunga.

⁴ Note for the purpose of this table trucks are defined as 3 tonne or over.
2.5 Filming fees and associated costs
The table below outlines the fees required for filming in public space managed by Auckland Council. Fees may be waived or discounts applied to low budget or student films, or for filming carried out for charitable or tourism purposes. Fees and other council charges are also subject to change.

Table 2. Fees for filming in public space  

<table>
<thead>
<tr>
<th>Low Impact</th>
<th>Medium Impact</th>
<th>High Impact</th>
<th>Major Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 - $50</td>
<td>$200 - $400</td>
<td>$400 - $800</td>
<td>$800 - $1600</td>
</tr>
</tbody>
</table>

(Fees are shown in NZ$ and inclusive of 15% GST)

There are likely to be other council charges relating to filming in Auckland’s public space. These charges may include, but are not necessarily limited to, costs related to resource consents and building compliance fees, parking permits, road closures and the hire of Council managed facilities. Bonds may also be required to cover any environmental or property damage with the costs dependent on the impact and location of the shoot.

Production companies will also be responsible for any costs associated with public notices, if required, engaging private companies for traffic management, resource consent applications or any other required service.

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5 The fee structure outlined in Table 2 does not apply to filming on the Tūpuna maunga. The Tūpuna Maunga Authority have their own fee structure and discussion about fees will take place upon inquiry about filming on Tūpuna maunga.
3 Section Three: Screen Industry Code of Conduct

Screen Auckland endorses this Auckland Council screen industry code of conduct. To ensure Auckland is a film friendly city in the long-term, it is essential to manage the impact of filming on our environment, local residents, businesses and commuters. Filming can create vibrancy in communities where locals are informed, engaged and sometimes even involved.

Locals that have had positive experiences of filming are much more likely to welcome screen production companies into their neighbourhood in the future. Conversely, a negative experience of filming can make it very difficult for production companies to gain the cooperation of locals in the future.

3.1 Standard conditions for filming activity in the Auckland Region

A film permit gives screen production companies limited permission to occupy and use public open space. Screen production companies must seek to limit inconvenience to neighbouring businesses and residents to ensure the sustainability of filming in public spaces. Screen Auckland’s permitting process seeks to ensure that this happens through the conditions of the film permit which incorporate standard conditions as outlined below, and any site specific conditions that are developed on a case by case basis.

The location manager, production manager, producer, or organiser, as appropriate, must have a copy of the permit to film on site along with the Auckland Film Protocol and be familiar with the requirements of the protocol.

Outlined below are standard conditions for filming activity in the Auckland Region. Please note that these conditions apply to recce’s as well as film shoots.

An overview of the standard conditions for the use of Auckland Council Parks, Reserves, Squares, Streets or Facilities may also apply and can be found in section 4.3 of this document.

3.4.23.1.1 Hours and days of filming

Filming activity that generates any kind of noise or light disturbance will need to comply with the standards set out in the Auckland Unitary Plan or Hauraki Gulf Islands District Plan, as discussed in sections 3.1.5 and 4.7.3 of this document. In consideration of affected stakeholders and landholders, the following provisions also relate to the hours and days of filming:

- In City centre retail areas – Where possible, filming to occur in the weekend and ideally before 10am and after 5pm on Saturday or before 11am and after 4pm on Sunday. In the four weeks preceding Christmas, filming will be restricted to before 10am and after 5pm on Saturdays and before 11am and after 4pm on Sundays only. Exceptions may be made for productions that can wait for longer than the standard 3-5 working days for a decision on their application, but this will be determined in consultation with the relevant business association.
- **In retail areas outside of the City centre** – Where possible, filming is to occur outside of business hours OR at traditionally quiet times as determined in consultation agreed with the local businesses association. Film facilitators can assist making the appropriate contacts.

- **In all retail areas** – Filming to avoid key retail areas on the week preceding Christmas, and to refrain from filming on Mother’s Day and Father’s Day, as determined in consultation with without the express consent of the local business association or the local board should no local business association exist.

- **In all business areas** – Where possible, filming to avoid times of high pedestrian and commuter traffic i.e. the beginning and end of the working day. These times may vary depending on the nature of the local business.

- **In high use parks and reserves** – Filming is typically restricted to weekdays, apart from quiet times of the year as agreed with the parks department.

- **In residential areas and places of accommodation businesses** – Filming activity that generates any kind of lighting or noise disturbance must comply with noise and lighting standards set out in the Auckland Unitary Plan or Hauraki Gulf Islands District Plan and should set up no earlier than 6.00am on a weekday and 7.00am on a weekend, and finish no later than 10pm on a weekday or 11pm on the weekend.

- **Night shoots** – If you are planning a night shoot, please contact Screen Auckland to discuss options such as pre-setting, appropriate locations and approvals.

**3.4.33.1.2 Parking and loading**

Unless expressly permitted otherwise, parking and loading arrangements for filming are as follows:

- **Minimise on street parking** – On street parking should be minimised as much as possible and access maintained for crucial residential and business deliveries. Screen Auckland will assess approve the final numbers on a case by case basis.

- **Essential vehicles** – Essential vehicles (i.e. equipment and/or large vehicles) to be parked legally and with the relevant permits. Where possible, essential vehicles to be parked in front of buildings that are either vacant or closed during the hours of filming activity.

- **Crew and cast vehicles** – Crew and cast vehicles and other non-essential vehicles are prohibited from car park spaces required for retail customers or users of other neighbouring facilities such as community centres, libraries, sports facilities, schools etc.

- **All vehicles to be parked legally** – All vehicles associated with the filming activity must be parked legally e.g. facing the correct way, not on yellow lines etc.

- **Maintaining access to loading zones** – Access to loading zones for the purposes of servicing and delivering goods to and from local businesses must be maintained.

- **Use of loading zones** – During restricted times, production companies to use loading zones for the purposes of delivering or collecting goods for no longer than the times specified on signage (generally no longer than 5 minutes). Production companies seeking to reserve specific parking areas for essential vehicles are likely to require film parking permits, see sections 4.2.1 and 4.2.2 for further information.

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6 Unless expressly permitted otherwise refers to express permissions granted by affected stakeholders. Just who those stakeholders are depends on the location and impacts of the film shoot. Screen Auckland can advise.
3.4.43.1.3 Public pedestrian access

Unless expressly permitted otherwise, pedestrian arrangements for filming are required as follows:

- **Use of location / production assistants** – Location Assistants to be used to keep the public informed of the filming activity and escort them through the filming area.

- **Maintenance of pedestrian passage** – Pedestrian passage to be maintained through the public space the filming activity is occurring on and crew and cast to keep a low profile. On occasion productions can ask pedestrians to hold from walking through a shot for a maximum of two – five minutes depending on the location and the accessibility to alternative routes. Locations with high pedestrian traffic are likely to be restricted.

- **Modification of pedestrian passage** – Minor modifications to pedestrian passage to be developed in conjunction with Screen Auckland and affected stakeholders if required. In the case of a footpath closure or detour route, a TMP drawn up by a certified traffic management company must be supplied.

- **Access to doorways** – Unrestricted access to doorways to be maintained.

- **Wheelchair access** – The filming activity allows for the needs of wheelchair users to move through the public space and/or safely access an appropriate detour.

3.4.53.1.4 Filming activity on roads

Any filming-related activity that changes or is likely to change the normal use of a road will require a TMP which must be drawn up by a certified traffic management company and must be approved by Auckland Transport. A TMP must ensure the following:

- **Traffic Impacts** – The operation and safety of the transport network is maintained.

- **Maintaining vehicle access** - Access to residences, businesses and recreational areas are maintained.

- **Business deliveries and servicing** - Crucial deliveries and business servicing can occur.

- **Filming on any of Auckland’s cycle-ways may not require a TMP, but specific health and safety precautions will be required.**

3.4.63.1.5 Noise and lighting

The Auckland Unitary Plan and the Hauraki Gulf Islands District Plan include noise and lighting provisions designed to manage their effects. Noise and lighting should be kept to a minimum before 7am and after 10pm Monday to Saturday and before 9am and after 6pm on a Sunday. Production companies must comply with Auckland Unitary Plan noise levels and with the requirements of the Resource Management Act 1991.

*In some locations production companies will also need to consider the impact that noise and lighting may have on wildlife such as native birds. Screen Auckland will inform production companies early on in the process if this is likely to be a requirement of their desired location and:*

- will work with the production company and appropriate stakeholders to plan for and manage these effects;
to identify an alternative location if the effects cannot be appropriately managed.

Production companies are also required to use blipped generators in locations where noise is likely to impact on adjacent parties e.g. cafes with outdoor seating. Screen Auckland will be able to advise.

**3.4.73.1.6 Health and safety responsibilities**

Health and Safety in New Zealand workplaces is regulated by the Health & Safety at Work Act 2015, which promotes health and safety management in the workplace and focuses on the prevention of harm to employees at work.

Film crews must comply with:
- the requirements of the Health and Safety at Work Act 2015
- the ScreenSafe Health and Safety Guidelines\(^7\)
- guidance on best-practice processes for the engagement of crew in the New Zealand screen production industry as outlined in the 2017 Blue Book\(^8\)
- any specific health and safety requirements or instructions set out in, or issued in conjunction with, your film permit.

It is the responsibility of production companies to ensure that public safety is not compromised as a result of their filming activity. As part of your application for a film permit you will be required to provide a site specific Health and Safety Plan, see section 4.6.1 for more information.

**3.4.83.1.7 Removal of rubbish and returning a site to its original condition**

It is the responsibility of production companies to ensure that any area associated with the filming activity is returned to its original condition, including the removal of all signs and waste. The removal and disposal of all rubbish must take place immediately after the filming activity.

Auckland has set a goal of being zero waste by 2040 and we expect film crews to play their part by minimising waste and using zero waste practices. It is encouraged that all filming activities provide the necessary waste facilities for separation of waste streams (organic, recyclables, landfill and paper/card); with clear and appropriate signage and that relevant service providers are used to ensure maximum diversion of waste from landfill. To minimize waste accumulation, consider the productions procurement for example, avoiding single serve items when catering (such as plates and cutlery). More detail can be found in section 3.9 of this document. Where electrical or hazardous materials are used, these items are to be disposed of responsibly through facilities that divert waste streams from landfill.

For more information on how to dispose of a range of items and materials responsibly please use Auckland Council’s online Recycling Search Tool\(^9\).

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\(^7\) [http://screensafe.co.nz/guidelines/](http://screensafe.co.nz/guidelines/)

\(^8\) [https://screenguild.co.nz/resources/Documents/BlueBook_NZ_2017.pdf](https://screenguild.co.nz/resources/Documents/BlueBook_NZ_2017.pdf)

\(^9\) Go to [https://www.aucklandcouncil.govt.nz](https://www.aucklandcouncil.govt.nz) click on ‘rubbish and recycling’, then click on ‘how to get rid of unwanted items’
3.4.93.1.8 Communication and consultation

Production companies carrying out filming activity must communicate with residents, businesses and any other parties affected by the activity. What this communication involves depends on the scale and location of the filming activity as outlined below:

- **Minimum requirements** – As a minimum requirement, production companies should deliver a flyer to each residence or business in the affected area. The flyer should contain the following information and be approved by a Screen Auckland Film Facilitator prior to its distribution:
  - the name of the activity;
  - the name of the organiser;
  - the general nature of the activity;
  - the duration of the activity including setup and pack down periods;
  - the location managers contact details before and on the day of the event - including mobile phone numbers;
  - Auckland Council’s contact centre phone number: 09 301 0101;
  - in some cases a parking plan or site map might be required.

- **Notice required for medium impact shoots** – Medium impact film shoots must give affected residents at least 48 hours’ notice and businesses at least two working days.

- **Notice required for high to major impact shoots** – High and major impact film shoots must give affected residents at least 48 hours’ notice, unless access to their properties will be affected in which case 5 days is required. Affected businesses require 5 working days’ notice and their feedback must be sought.

- **Road closures** – There is a legislative process that needs to be followed for a road closure which involves two public notices, as discussed in section 4.1.2 of this document, in printed news media to inform the public about the road closure. This needs to be actioned at least 12 working days before the proposed date of the road closure, and the production company are responsible for notifying affected businesses and residents at this time also. Longer lead times are recommended for traditionally busy periods such as Easter, Anzac Day and Christmas. Information about planned road closures is also available on Auckland Transport’s website https://at.govt.nz/road-works-disruptions.

- **In City centre retail areas** – Face to face consultation with businesses is required for medium to major impact filming in City centre retail areas. This must be carried out at least 5 working days prior to the filming activity and involve delivering flyers to the business in person, recording the name of individuals and businesses consulted with, and recording their initial feedback. Productions are requested to incorporate feedback from businesses wherever possible, and supply this to Screen Auckland.

3.2 Compliance with relevant plans, policies, bylaws, and rules

Production companies must comply with Auckland Council. There are a number of plans, policies, bylaws, and rules in relation to conduct in public open space that production companies, like everybody else, are required to adhere to. These include, but are not limited to, alcohol bans, animal control, vehicles on beaches, signage rules and smokefree areas.

Maintaining responsible and positive behaviour when filming in public open space is important to ensure ongoing access to these locations.
Production companies planning to use signage, including directional signage such as location arrows, should also make themselves aware of the Signage Bylaw in place throughout the region, and any relevant Unitary Plan rules relating to signage. Up-to-date information concerning council plans, policies and bylaws can be found on Auckland Council’s website\(^{10}\) and on the Auckland Transport website\(^{11}\), or Screen Auckland can advise.

### 3.3 Compliance with the Auckland Film Protocol and film permit conditions

Full compliance with the Auckland Film Protocol and the conditions of the film permit is expected. If a production company fails to comply with Auckland Council policy, plans or bylaws, with the Auckland Film Protocol or the conditions of a film permit:

- the shoot will be shut down and the production could be blacklisted from future filming in public spaces in Auckland for a period of up to three months;
- the production company could be charged a location fee after the shoot takes place;
- the production may not be covered by any insurance that they have;
- equipment could be seized\(^{12}\);
- the production company could be fined up to $20,000\(^{13}\).

Production companies must ensure that they understand permit conditions and that all filming activities are conducted in accordance with these conditions.

Auckland Council will monitor filming activity at its discretion, particularly for filming in sensitive areas and those considered to have a high or major impact. Production companies must follow any directions given by staff of Auckland Council or staff of the wider council organisation.

### 3.4 Filming potentially offensive material

The filming of content injurious to the public good may be subject to additional levels of scrutiny to ensure consistency with council’s legal and policy obligations. Production companies filming content for television commercials that may be considered socially or environmentally irresponsible should consult the Advertising Standards Authorities website\(^{14}\).

### 3.5 Filming on private premises

Production companies using private businesses or residences for film shoots should be aware of the Auckland Film Protocol, the requirements of the Auckland Unitary Plan and the need to be respectful of adjacent businesses and residents, particularly with regards to on-street parking, lighting, noise and the use of public open space. When filming on private premises, it is recommended that the production company

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\(^{10}\) Go to [www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz) click on “Plans, policies bylaws, reports and projects”

\(^{11}\) Go to [www.at.govt.nz](http://www.at.govt.nz) click on “about us” then click on “bylaws”

\(^{12}\) Council may seize or impound equipment under section 164 of the Local Government Act 2002.

\(^{13}\) Council may prosecute breaches of a film permit under section 242 of the Local Government Act 2002.

\(^{14}\) [http://www.asa.co.nz](http://www.asa.co.nz)
speaks to Screen Auckland first as they may be aware of activities and issues in the public spaces immediately adjacent to the premises that can assist with the planning of the filming activity.

Other things for production companies to keep in mind:

- that the managing agent or the owner of the premise agrees to the filming;
- the degree to which the premise has been used for filming in the past, the potential impact on neighbours due to the high use of technical vehicles in the vicinity, and how best to mitigate this;
- that all parking requirements are able to be met (remembering that Auckland Transport is the only agency entitled to issue parking permits);
- that electric power can be supplied or there is a possibility of connection to existing networks.

Screen Auckland welcomes discussions with private property owners on how they can work together in the best interests of production companies and local communities.

3.6 Using local businesses
Productions are urged to use local businesses for catering and supply. Screen Auckland may be able to assist with making the necessary contacts for the local business association.

3.7 Smokefree Areas
In accordance with the Auckland Council Smokefree Policy, many public places in Auckland, including parks and reserves, plazas and squares, public beaches and public transport facilities are designated as smokefree areas. Up-to-date information on which public places are now smokefree can be found on Auckland Council’s website.¹⁵

3.8 Filming in sensitive areas and the management of cumulative effects
Depending on the impact and the nature of the film shoot, some communities may be particularly sensitive to filming impacts. This could be due to the cumulative effects of frequent filming and/or events in the area, bad experiences with film crews or concerns about a community’s media image and how they have been portrayed in the past. Screen Auckland will inform production companies if this is the case for their desired location as soon as possible, and will work with production companies to identify ways of addressing local concerns or accessing alternative sites.

3.9 Protecting sensitive natural environments
Auckland’s natural environment provides stunning locations and is a key reason for filming here. The many different natural environments across Auckland - our harbours, beaches and islands, our maunga, forests, streams and parks - are places

¹⁵ Go to [www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz) click on "Parks, policies, bylaws, reports and projects" then click on "Our policies" and then click on "Smokefree policy"
of importance to Aucklanders. It’s important to Aucklanders that Auckland’s natural environment is treated with respect.

The film permit process will need to consider and plan for the potential impact on natural environments. This will take into account a range of factors including, but not limited to, location, the time of year, nature and scale of the proposed filming activity, time on site, the type of equipment and props being used, potential for cumulative effects, and ability to mitigate and or manage any effects.

Some parts of the Auckland Region contain sensitive natural environments which may be more easily damaged by external factors. In some areas roadways, parking and formed paths are restricted and production crews will need to take care to avoid damage to native flora and natural features. When filming in sensitive natural environments, such as around sensitive dune systems or wetland areas, it is essential that film crews work in a manner that protects such environments. Screen Auckland will inform production companies early on in the process if their desired location is considered sensitive and will facilitate discussions with appropriate stakeholders and the production company on what can be done to protect these environments. Further information on filming on beaches and in the coastal marine area is provided in section 4.3.6.

3.10 Environmental sustainability

To protect the local environment it is necessary for production companies to minimise the environmental impacts of filming operations and preserve local biodiversity.

Consider how crew and cast can travel to and from the film location and whether public transport, buses/shuttles and or ridesharing can be utilised and promoted. Look for opportunities to reduce greenhouse gas emissions by effective fleet management and energy efficient electrical equipment.

One way to minimise your impact on the environment is to reduce the amount of waste produced during filming. Auckland has set a goal of being zero waste by 2040 and we expect film crews to play their part by minimising waste and using zero waste practices. Make decisions about set design, wardrobe and make-up that incorporates a sustainable approach. Look for opportunities to reuse, repurpose or recycle materials, such as props and costumes used during the production. Prevent unnecessary water usage and minimise any noise and air pollution.

Minimise and manage waste to reduce waste to landfill. Look for opportunities to reduce waste from the outset – consider if it is possible to substitute something that causes waste with something that doesn’t. For example, can single use disposables like plastic water bottles and plastic cups be replaced with reusable alternatives? If not, are there recyclable or compostable options that would avoid items being sent to landfill. Set up waste systems to separate different waste streams (organic, recyclable, landfill, paper and card); to manage and reduce the amount of waste going to landfill.
3.11 Protecting Auckland’s historic heritage
When filming on or near historic heritage places, such as an archaeological site or historic building, it is essential that film crews work in a manner that protects these places. Screen Auckland will inform production companies early on if their desired location is on or near a historic heritage place and will facilitate discussions with appropriate stakeholders and the production company on what can be done to protect these places and mitigate any risks to historic heritage.
Consultation with mana whenua and Heritage New Zealand Pouhere Taonga may be required.

3.12 Protecting our native species
New Zealand’s geographic isolation means we have many unique native plants, birds and animals some of which are classified as endangered species.

Filming in some location will need to consider, plan for and manage the negative effects that filming may have on our native species. Depending on the proposed filming activities, filming may be restricted in some locations at some times of year, such as breeding and nesting periods. Filming in some locations will be subject to conditions to ensure film activity does not negatively impact on native species. Screen Auckland will inform production companies early on in the process if this is likely to be a consideration at their desired location and:

- will work with the production company and appropriate stakeholders to plan for and manage these effects;
- or to identify an alternative location if the effects cannot be appropriately managed.

Introduced weeds, pests and pathogens, like kauri dieback and myrtle rust, pose a threat to our native species. To manage the spread of pests and protect our native species Auckland Council may place additional conditions on film permits, in accordance with the Regional Pest Management Plan or in response to emerging threats. Production companies must comply with any conditions, guidelines, or approved procedures set out in or issued in conjunction with your film permit.

3.13 Going the extra mile
To maintain a sustainable industry, it is important that local residents, communities, iwi and businesses have a positive experience of filming. For example, for businesses this could be increased custom through production companies using their products or services, or promotion of their business in the film shoot or credits. For local residents this could be through giving back to the community by providing entertainment in the local park. Engaging with the community and iwi is also a good way to understand the local environment and community dynamics you have chosen to film in and can add value to your filming project.

Some other ideas on how screen production companies could ‘give back’ to communities they are filming in are listed below:
• communities often like to see their local area represented on film. If the film project is something that will be screened in New Zealand, inform local residents and businesses of this and consider ways of letting people know when and where it will be screening. Alternatively, send them a copy of the finished product;

• acknowledging local communities and organisations in the credits;

• donate to local schools or community organisations;

• carry out promotional filming for affected areas (for example conservation or heritage areas);

• consider how local iwi can benefit and be recognised such as opportunities to refer to the history of an area, provide employment, use correct Māori names for sites and acknowledge these in the credits;

• invite locals to work as extras;

• consider the possibility of work experience opportunities.

3.14 Insurance requirements
Those undertaking filming activity on Auckland’s open spaces will likely require public liability insurance to cover any damages done to council property, private property or serious accidents caused by the filming activity. If you will be using a drone during filming, your public liability insurance will need to include an aviation clause and you will need to list the pilot and aircraft details. Please contact Screen Auckland for further information.

3.15 Concerns about filming
If you wish to make an enquiry about any aspect of filming activity in your neighbourhood please contact the Auckland Council Call Centre on 09 301 0101 – and ask to speak to a film facilitator or send an email to screen@aucklandnz.com and one of our film facilitators will get back to you.
4 Section Four: The approval process in detail

The fourth section of this document provides further detail on the approval processes associated with filming as they relate to the different functions of the wider council organisation. This includes:

- traffic management;
- parking essential vehicles;
- filming on parks and reserves;
- filming on other properties owned by Auckland Council or Council Controlled Organisations;
- filming on public transport or public transport facilities;
- health and safety considerations;
- heritage considerations;
- resource consent considerations;
- building consent considerations;
- special effects, stunts and firearms.

4.1 Traffic management

Any filming-related activity that changes or is likely to change the normal use of a road will require a TMP to be prepared by a certified traffic management company and approved by the road controlling authority. Depending on the impact filming has on the normal use of the road you may also need to apply for a temporary road closure.

Costs of traffic management planning and implementation, including the cost of public notices, if required, are the responsibility of the production.

In most cases in Auckland the road controlling authority will be Auckland Transport, a council controlled organisation of Auckland Council. Auckland Transport is responsible for all of Auckland’s public roads (except motorways and state highways), footpaths and parking.

4.1.1 Roads controlled by the New Zealand Transport Agency

In some cases the road controlling authority will be the New Zealand Transport Agency (NZ Transport Agency). The NZ Transport Agency is responsible for the management of all motorways, state highways, over-bridges, on-ramps and off-ramps in Auckland. Screen Auckland can assist with identifying the appropriate contacts in the NZ Transport Agency.
4.1.2 Applying for a temporary road closure
If you need to close part or all of a road, you will need to apply for permission from Auckland Transport and there is legal requirement\textsuperscript{16} for two public notices to be placed in printed news media to inform the public about the road closure.

Screen Auckland needs at least 12 working days’ notice to book the two required public notices in the printed news media. Longer lead times are recommended for traditionally busy periods such as Easter, Anzac Day and Christmas. At the time of writing, the cost for the two public notices came to approximately NZ$1000. The costs associated with public notices are the responsibility of the production.

4.1.3 Developing a traffic management plan
Auckland Transport can provide guidance as to the level of TMP required for filming in different road environments, however it is the responsibility of the production company to source the necessary assistance to develop one.

Traffic management equipment (cones, barriers, signs etc.) can only be deployed by a suitably qualified person. In most cases this will be a Site Traffic Management Supervisor level 1 (STMS LV 1) or STMS LV2/3 for level 2 roads which carry 10,000 vehicles per day or higher.

| Table 3. Traffic management plan approval timeframes for suburban streets |
|---------------------------------|---------------------------------|
| Suburban streets                | Decision reached within 12 working days |
| Low impact (e.g. footpath closure) | Decision reached within 3-5 working days |
| Medium impact (e.g. lane closure) | Decision reached within 3-5 days |

4.1.4 Cost of developing a traffic management plan
The cost of developing traffic management plans and their implementation during filming can vary considerably and escalate quickly depending on the complexities of the proposed location and the filming scenario. To ensure a good outcome, anyone considering filming on main roads must establish if the location is feasible in the early stages of location scouting. Contact Screen Auckland for preliminary advice on the proposed location and approach a qualified traffic management provider for an early indication of costs.

\textsuperscript{16} Under the Local Government Act 1974

Draft Auckland Film Protocol
4.2 Parking essential vehicles

A screen production company parking essential vehicles in the street should send a parking plan to Screen Auckland for them to assess and advise on where best to park these vehicles. As part of the assessment, Screen Auckland will consider how much pressure has been placed on parking in the proposed area, and alternatives that may have less impact on any affected businesses or local residents. Parking plans will receive a response within 1-2 working days.

4.2.1 Film parking permits (non-enforceable)

Production companies seeking to reserve specific parking areas for essential vehicles are likely to require film parking permits. These allow permit trucks essential vehicles to park on a defined part of a road when necessary.

Film parking permits allow a production to place cones within the road reserve to temporarily reserve an area prior to vehicles arriving onsite, but do not give permit holders the power to tow other vehicles parked in the permit area. As a courtesy, permit holders should notify businesses and residents in the immediate area via a letter drop or door knocking at least 48 hours in advance. Production companies may also want to consider having a marshal on site to politely advise people of the permitted parking area. Film parking permits take around 2-3 working days to be approved and additional charges for use of parking spaces may apply in some areas.

Please note these permits may not be used for crew or cast vehicles.

Film parking permits are not available for use in loading zones, bus stops or in public time restricted parking areas where parking is restricted to 30 minutes or less.

As the process of reserving parking spaces involves working within the road corridor, it is a health and safety requirement that any staff undertaking this activity have been briefed on the operational requirements of the Screen Auckland Reserved Parking document (SARP) and the applicant has signed the SARP TMP.

Screen Auckland can assist film production companies to apply for film parking permits.

4.2.2 Temporary parking resolutions (enforceable)

Temporary parking resolutions are a short-term legal designation to change existing parking restrictions in a specified area. Temporary parking resolutions should only be considered where the public needs to be excluded from an area for safety or sighe lines or there is genuinely no alternative parking available for essential vehicles. Timeframes associated with temporary parking resolutions are generally not as favourable as those for film parking permits. Vehicles can legally be towed from the areas designated by temporary parking resolutions, however this should be a last resort as the standard notification procedures of letter drops and door knocking in adjacent buildings should have alerted most people to moving their vehicles.
The Traffic Control Committee has delegation for the approval of parking resolutions. The Traffic Control Committee meets every second Friday to consider applications. Applications must be submitted at least 12 working days before each meeting.\textsuperscript{17}

4.2.3 Parking essential vehicles legally

It is a legal requirement that vehicles are parked facing the right way (i.e. not facing oncoming traffic), and are not parked over driveways, footpaths or berms.

4.3 Filming on parks, reserves and other public open space

Auckland Council manages more than 4000 parks and reserves. These parks vary from small local neighbourhood open spaces and sports parks, to iconic premier parks like Auckland Domain (Pukekawa), and conservation areas such as the Wātakere Ranges. They may be coastal reserves, volcanic cones or homes to popular playgrounds. Information concerning parks and reserves can be found on Auckland Council’s website, and Screen Auckland’s film facilitation team can assist with finding suitable parks, reserves and other public open space (such as squares and plazas) for filming.

Landowner approval is required to film on any park or reserve, and permission will depend on natural, cultural, landscape and recreational values being adequately protected. In the Wātakere Ranges Heritage Area, the WRHAA Wātakere Ranges Heritage Area Act 2008 will need to be taken into account by landowners when considering filming applications. Production companies granted permission to film in the Wātakere Ranges Heritage Area will need to ensure that filming activities comply with the requirements of the WRHAA. Further information about the WRHAA is included in the Key New Zealand Legislation section of this document. A number of plans exist in relation to public spaces within Auckland, such as the Tūpuna Maunga Integrated Management Plan and park specific management plans like the Auckland Domain Masterplan, and the Tāmaki Drive Masterplan, and these will be taken into account by landowners when considering filming applications. Filming in high use parks and reserves is typically restricted to weekdays, apart from quiet times of year.

Iwi are key landholders of Auckland’s parks and reserves and council recognises that Māori have a special cultural and spiritual relationship with the land.

4.3.1 Filming on Auckland’s tūpuna maunga (volcanic cones)

In July 2014, Government passed legislation to provide Treaty of Waitangi redress for the shared interests of 13 Auckland iwi and hapū in relation to 14 tūpuna maunga (ancestral mountains, also referred to as Auckland’s volcanic cones), motu (islands) and land within Tāmaki Makaurau (Auckland).

Auckland’s volcanic cones (tūpuna maunga) come under the administration of the Tūpuna Maunga Authority o Tāmaki Makaurau Authority (Tūpuna Maunga Authority). The Authority is independent of Auckland Council.

\textsuperscript{17} The 12 days allows Auckland Transport staff to draft the appropriate resolutions and place the application on the agenda.

Draft Auckland Film Protocol
Under the terms of the settlement, the tūpuna maunga are vested in mana whenua, public access is maintained, each maunga will remain a reserve, and the council will continue to be responsible for the routine management of the maunga, under the direction of the Tūpuna Maunga Authority.

The tūpuna maunga sites, and in particular the tihi (summit), are considered tapu (sacred) and regard is given to this when considering applications to film on the tūpuna maunga. All commercial filming on the maunga requires the approval of the Tūpuna Maunga Authority. Screen Auckland facilitates all requests for approval to film on the tūpuna maunga. Each application is assessed on a case-by-case basis in relation to the objectives and policies that apply to the tūpuna maunga¹⁸ and proposed content. Approval to film will be subject to conditions and restrictions set by the Tūpuna Maunga Authority.

Application costs, timeframes, approval processes and location fees for filming on maunga vary depending on the scale and impact of filming. Locations which are in higher demand will be subject to higher location fees. A bond may be required; the bond is fully refundable on confirmation that all conditions associated with the approval have been satisfactorily met.

Screen Auckland can provide further information and advice around requests for approval to film on maunga, including timeframes and fees. To ensure you have sufficient time for your application to film to be assessed by the Tūpuna Maunga Authority, contact Screen Auckland to discuss your project. More information on the Tūpuna Maunga Authority can be found at www.maunga.nz.

4.3.2 Regional parks
There are 27 regional parks in the Auckland Region with beautiful beaches, bush, wildlife and recreational opportunities galore. Responsible filming activity on regional parks is welcome, however due to the unique and sensitive nature of regional parks, contact Screen Auckland’s film facilitation team who can assist with the feasibility of using regional parks for your filming activity.

4.3.3 Parks and reserves not managed by Auckland Council
The Department of Conservation (DOC) are responsible for the management of some parks and reserves, such as Rangitoto Island and Cornwall Park is managed by the Cornwall Park Trust Board. These parties have different processes, fees and requirements. In cases where Screen Auckland does not issue film permits for a particular park, the film facilitation team can assist applicants with making the appropriate contacts within these organisations.

Watercare is a Council Controlled Organisation that provides water and wastewater services to the Auckland Region and is responsible for a number of dams, waterways and treatment plants dotted throughout Auckland’s parks. Screen Auckland will be able to advise if your proposed shoot encroaches on Watercare property. Further

¹⁸ For more information about the Tūpuna Maunga Authority, and to read the Tūpuna Maunga Integrated Management Plan, go to www.maunga.nz.
information on filming on Watercare property can be found in section 4.4.3 of this
document.

4.3.4 Kauri dieback
Kauri are a native tree and are considered a national treasure; a Jurassic age species
they can grow to more than 50 metres tall and can live for well over a thousand years.
Kauri dieback disease is killing kauri trees in the Auckland Region and threatening
kauri with extinction. The kauri dieback disease is caused by a soilborne pathogen
that is long-lived, invisible to the eye and can be spread by as little as a pinhead of
infected soil or mud being tracked from one area to another. There is currently no cure
for kauri dieback.
If you are granted a permit to film in a regional park where kauri are present your
conditions of consent will require you to follow approved hygiene procedures,
including a requirement to clean gear, tyres and footwear before and after filming on a
reserve or a park. These requirements are to help prevent the spread of the disease.
More information on kauri dieback and on how to avoid spreading the disease can be
found on the Auckland Council website19 or at www.kauridieback.co.nz.
Some areas managed by Auckland Council, including at the time of writing, the
forested area of the Waitākere Ranges and some parts of the Hunua Ranges
Regional Park, have been closed to prevent further spread of kauri dieback and
protect kauri. Up-to-date information on local and regional parks, reserves and public
tracks/areas which have been closed can be found on Auckland Council’s website19.
Screen Auckland can also provide you with further guidance about areas which are
closed and will work with production companies to identify an alternative site if your
preferred location has been closed to protect kauri.

4.3.5 Managing the risk of damage to parks
Conditions may be imposed on any parkland use agreement to protect the park
environment, for the health, safety and wellbeing of the visitor, or to facilitate park
operations. In general conditions relate to:

- the location of the activity;
- the duration of the activity;
- the time of day and year the activity may be undertaken;
- the number of people who may participate;
- the use of park facilities and services;
- measures for mitigating adverse effects on the environment, natural and heritage
  resources, existing users and the general public;
- health and safety factors;
- reinstatement requirements;
- measures for monitoring the effects of the activity;

19 Go to http://www.aucklandcouncil.govt.nz then click on “environment”, then “plants and animals”, then
“pests and weeds”, then “protect our kauri trees”

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• any modifications / alterations to the proposed activity and associated infrastructure;
• the review of the approval and/or any conditions imposed.

Bonds are often required when filming on parks and reserves, and council strongly recommends that production companies have contingency plans as it is possible that a park may become unavailable due to wet ground conditions.

4.3.6 Filming on beaches and in the coastal marine area
Due to the unique and sensitive nature of Auckland’s coastal environment proposals for filming activity on beaches and in the coastal marine area are subject to higher degrees of scrutiny which are likely to impact on filming timeframes.

Any impacts caused by filming on beaches must be adequately mitigated.

All filming activity on the foreshore or on the water is subject to compliance with the Auckland Unitary Plan and the relevant bylaws as discussed in section 3.2 and 4.8 of this document.

Council must also give effect to Policy 20(1) of the New Zealand Coastal Policy statement that relates to vehicles on beaches. This policy states:

(1) Control use of vehicles, apart from emergency vehicles, on beaches, foreshore, seabed and adjacent public land where:

(a) damage to dune or other geological systems and processes; or
(b) harm to ecological systems or to indigenous flora and fauna, for example marine mammal and bird habitats or breeding areas and shellfish beds; or
(c) danger to other beach users; or
(d) disturbance of the peaceful enjoyment of the beach environment; or
(e) damage to historic heritage; or
(f) damage to the habitats of fisheries resources of significance to customary, commercial or recreational users; or
(g) damage to sites of significance to tangata whenua; might result.

Council regulates vehicles on beaches to ensure legitimate and necessary access is identified and protected but unnecessary, damaging and dangerous use is prevented. If you intend to use vehicles on a beach you will need written permission from Auckland Council. If granted permission to use vehicles on a beach, production companies must only use designated access ways to the beach and may not access the foredune area or top of the dune. Successful filming proposals that involve the use of vehicles on beaches will be subject to extra conditions to ensure that:

• where possible the use of vehicles is avoided;
• the number of vehicles allowed under the permit conditions is the minimum necessary;
• vehicle use is highly controlled so as to prevent environmental damage and to protect public safety;
• all additional health and safety obligations are met;

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26 Auckland Council Public Safety and Nuisance Bylaw

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members of the public who are witness to the film shoot are made aware, that a permit is required, of the conditions of the shoot and the controls placed upon it.

Screen Auckland, through regular communication with council’s parks team and with respect to Policy 20(1), can advise which beaches are most suitable to accommodate each filming proposal’s particular requirements.

4.3.7 Filming on the water
The Auckland Harbourmaster’s office, a unit of Auckland Transport, is responsible for ensuring maritime safety on all navigable waters within the Auckland Region.

If you plan to film on or in the water, you must inform Screen Auckland. If filming affects the normal operation of other recreational or commercial vessels or water users in an area where you plan to film the Harbourmaster will need to be notified and, depending on the level of disruption, the approval of the Harbourmaster may be required.

Filming which takes place on navigable waters within Auckland, including rivers, streams, lakes and harbours, must comply with Maritime rules and Auckland Council navigation safety bylaws. If proposed filming does not comply with a navigational bylaw you may apply to the Harbourmaster for an uplift of a bylaw or apply to temporarily reserve water space for an activity. Exemptions will be determined on a case-by-case basis, taking into account the effects on navigation safety with respect to the activity.

4.3.8 Filming on other council owned open space
Typical conditions for filming on public open space that are not parks include:

- no vehicles are permitted to drive or park on grass or pedestrian areas without prior written approval from council;
- nothing may be fixed or attached to trees or heritage items without prior written approval from council;
- structures generally need to be freestanding;
- earthworks are not permitted without prior written approval from council;
- all equipment must be stored tidily and cable ramps must be used for pedestrian safety when cables cross footpaths and pedestrian use areas.

4.3.9 Timeframes for filming on parks and other council owned open space
Depending on impact, most applications can be turned around within 3 to 5 working days. This may be slightly longer for film shoots on regional parks or high impact shoots in high use areas. Major impact filming can take significantly longer as it is likely to require pre-application meetings, site visits and extensive consultation. Screen Auckland will be able to advise in the first instance.
4.3.10 Helicopters
If you plan to use a helicopter when filming you will need to obtain permission, except in an emergency, to pick up or drop-off an item or person and to land or take-off from a public place (including parks and beaches). You will also need to comply with New Zealand civil aviation rules, the Health and Safety at Work Act 2015 and with the Auckland Unitary Plan and Hauraki Gulf Islands District Plan. Under some circumstances you may require a resource consent, for example, if you exceed noise levels in the Auckland Unitary Plan when landing or taking-off. Screen Auckland will be able to advise in the first instance.

4.3.11 Remotely Piloted Aircraft Systems (drones)
If you plan to use a remotely piloted aircraft system (RPAS), also known as, unmanned aerial vehicles (UAVs), unmanned aircraft systems (UAS) or as drones, when filming anywhere in Auckland you must comply with New Zealand civil aviation rules and you must advise Screen Auckland.

New Zealand civil aviation rules require you to obtain the approval of a landowner, including private landowners, to operate a drone over their land. You will need permission to use a drone over public space, maunga, roads or footpaths, or over any property or building owned or managed by Auckland Council or a Council Controlled Organisation, for commercial purposes such as filming. If you intend to use a drone for commercial or organised filming in a public open space you will need a permit and as part of the permit process Screen Auckland can assist with obtaining landowner permission to use a drone for commercial purposes.

Using drones for commercial and organised filming can pose a risk to our native species and other animals and can result in risks to or concern from other users of public open space and neighbouring properties. Production companies must ensure that drones are used safely and must be respectful of wildlife, members of the public, and other users of the open space when using a drone.

In some locations and or during some times of year the use of drones may be restricted to avoid harm to native species such as birds.

Please note: Auckland Council Regional Parks, Auckland Transport and Panuku Development Auckland only grant permission to film, over or around properties that they manage, for commercial purposes to operators of drones with Part 102 certification from the Civil Aviation Authority. Part 102 certification may be required in local parks and other areas of public open space.

Once permission to use a drone for commercial or organised filming in a public open space has been obtained, you must be aware of and must:

- comply with all New Zealand civil aviation rules and requirements regarding the use of drones. Further information on New Zealand civil aviation rules can be found at https://www.caa.govt.nz/rpas/. Note that some areas in Auckland are “controlled

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21 Auckland Council Public Safety and Noise Control Bylaw
22 If granted permission to use a drone for filming over a property managed by Panuku Development Auckland you may be required to use an approved drone operator.

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airspace⁷ and specific restrictions apply to these areas. For further information on controlled airspace see https://www.airshare.co.nz/maps.

• be courteous to and respect the privacy of other users, comply with Auckland Council bylaws and with any other conditions or guidelines issued by Auckland Council or a Council Controlled Organisation in relation to the use of a drone.

• comply with Auckland Council’s Code of conduct for use of drones and UAVs. The requirements of the Code of conduct include, but are not limited to, drones must not:
  o operate within 20 metres of or be flown over other users of the park;
  o fly over or within 50 metres of livestock on parks, sensitive wildlife habitats such as wetlands, or nesting or roosting birds;
  o fly over adjoining private properties.

A full copy of the Code of conduct for use of drones and UAVs can be found at https://www.aucklandcouncil.govt.nz/code-of-conduct-use-drones-uavs.aspx.

Where native birds are present at a film location, permission to film may be subject to additional conditions to ensure the potential impact of drone use is managed and production companies should:
  o abandon contact at the first sign of any bird being disturbed;
  o land drones at a safe distance away if a bird circles or otherwise interacts with a drone in flight;
  o be aware that it is an offence under the Wildlife Act 1953 to disturb or harm protected birds.

4.4 Filming on or in other properties and buildings owned by Auckland Council or Council Controlled Organisations

Auckland Council, either directly or through Council Controlled Organisations, own and/or manage a number of properties and buildings that may at times be of interest to the screen production industry. Properties directly owned and managed by Auckland Council include a number of community centres, halls, swimming pools and libraries.

Other spaces are managed by council controlled organisations, for example spaces such as stadiums, and MOTAT are managed by Regional Facilities Auckland while the waterfront and a number of commercial properties are managed by Panuku Development Auckland. These assets are subject to a variety of different governance structures and as such have different processes, timeframes and prices relating to filming. However, as the Auckland Council film protocol is a council-wide protocol, there is an expectation that all areas of the wider council organisation adhere to the film-friendly objectives and core commitments of this document, and will cooperate with filming requests whenever possible.

If you are unsure who manages the property you are interested in filming on, or want to film on properties directly managed by Auckland Council, Screen Auckland’s film facilitation team can assist with applying to film in or on all these facilities.

²³For a list of the properties managed by Regional Facilities Auckland - Go to Regional Facilities Auckland’s website http://www.rdfu.co.nz; click on ‘Information’, then on ‘RFA Facilities’.

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4.4.1 Filming on the city waterfront and other properties managed by Panuku Development Auckland

Much of the land on Auckland’s city based waterfront is owned and managed by Panuku Development Auckland, a council controlled organisation. Panuku Development Auckland welcomes filming and has experience working with Screen Auckland and the screen production industry, however, due to local industry operating in the area, filming may not always be possible on some sites. Screen Auckland will be able to advise in the first instance.

Panuku Development Auckland also manages a range of other properties across Auckland and applications to film on these properties will be considered on a case-by-case basis.

Depending on impact, applications for filming on Panuku Development Auckland can usually be turned around in 3 to 5 working days. However, in the case of high impact film shoots, timeframes can be significantly longer.

Additional charges will apply for filming on property that isn’t openly accessible to the public, contact Screen Auckland for further information.

4.4.2 Ports of Auckland

Ports of Auckland are part of a Council Controlled Organisation and own and operate out of a number of sites on Auckland’s waterfront including Princes, Marsden and Captain Cook Wharves.

Ports of Auckland may consider are open to filming requests but there are significant operational and safety issues that need to be considered. Anyone wishing to film should contact the Port to discuss their project at an early stage, and each proposal will be considered on a case by case basis. Charges for filming will vary according to the scale and nature of the project. Further information an application to film is also available on the Ports of Auckland website.

4.4.3 Watercare

Watercare is a Council Controlled Organisation that provides water and wastewater services to the Auckland Region, and is responsible for a number of dams, waterways and treatment plants dotted throughout Auckland. Some of these areas are open to the public, and others are subject to high degrees of security.

Watercare are open to filming requests and are committed to a co-operative working relationship with Screen Auckland, but have significant health and safety and liability concerns that need to be satisfied in order for filming to go ahead on their property.

Production companies are encouraged to approach Screen Auckland in the first instance, who may be able to use their experience to assist with making an approach to Watercare that addresses these concerns. In instances where Watercare are

24 http://paal.co.nz/media/filming-permit

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unable to accommodate a request for filming, Screen Auckland will work with production companies to identify an alternative site.

Depending on impact, applications for filming on Watercare property will normally be turned around in 10 working days. In the case of high to major impact film shoots, this can be significantly longer. Charges for filming on Watercare property will be confirmed on application.

4.5 Filming on public transport and public transport facilities
Auckland Transport has experience working with screen production companies and Screen Auckland, and can assist with filming in or on buses, bus stops, trains and train stations. Any filming activity at a public transport facility or on public transport infrastructure such as trains, buses, ferries, rail stations, bus terminals, bus stops and wharves will require formal approval from Auckland Transport. Many Aucklanders rely on public transport to get to and from work and school and to travel around Auckland; making reliable public transport services critical. Normal public transport operations and customer movements should not be interrupted by filming activity.

There are many potential hazards when filming in and around public transport and specific permits are required that identify these health and safety considerations.

4.5.1 Filming on buses
The procedure and timeframes for filming on buses varies depending on type and impact. For media style minor impact filming on scheduled urban services, production companies can contact the media liaison team within Auckland Transport and sometimes approval can be turned around within one working day.

Scheduled filming activity of a low, medium or high impact will need to occur on hired buses and production companies should contact the bus company directly to arrange this; contact details are available on the Auckland Transport website. Unless the filming activity occurring on the bus is carried out entirely on private land, the production company will need to talk to Screen Auckland about film permitting requirements including traffic management. If filming is carried out entirely on public private land, film permits can generally be turned around within 3 to 5 working days. However, screen production companies should give two weeks’ notice to allow for liaison between bus operators and Auckland Transport.

Filming activity that will disrupt the public transport network can take up to one month to allow for planning meetings, site visits and passenger communication.

4.5.2 Filming on trains
Screen production companies seeking to film on trains should contact Screen Auckland in the first instance. Screen Auckland will work with Auckland Transport to consider filming requests.

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Depending on impact and associated health and safety issues, lead in time for filming on trains can vary dramatically. To film on trains screen production companies will require permits from Auckland Transport and Transdev\textsuperscript{24}; for this reason three weeks are required to process applications. Filming proposals that require a large crew or will have a high impact on regular train operations will take longer to process. Screen Auckland will do their best to signal to production companies how long their application will take to process at the outset.

4.5.3 Filming in public transport facilities
Any filming in a bus or train station, ferry terminal or on footpaths in or around bus stops train stations or ferry terminals requires a film permit and will incur costs. In these areas, safety considerations are paramount and production companies can expect conditions that reflect this (such as crew having to wear high visibility vests). You should allow at least 10 working days for your application to be processed.

4.5.4 Costs
Auckland Transport may seek reimbursement for direct costs, related to disruptions to the public transport network and access to public transport facilities. For example, for costs associated with Transport Ambassadors, where major bus stop relocations are required, and security staff.

4.6 Health and safety considerations
Health and Safety in New Zealand workplaces is regulated by the Health & Safety at Work Act 2015, which promotes health and safety management in the workplace and focuses on the prevention of harm to employees at work. The Health and Safety at Work Act applies to international productions while they are working in New Zealand.

Everyone has a role to play in making sure New Zealand workplaces are safe and healthy. Your obligations, under the Health and Safety at Work Act, will depend on your role in the production process, including the amount of control and influence you have over any particular aspect of the project. The more senior your role or the more influence you have, the more responsibility you will have for ensuring the safety of yourself and others.

In addition to the requirements of the Health and Safety at Work Act 2015, all film crews must comply with the ScreenSafe Health and Safety Guidelines and guidance on best-practice processes for the engagement of crew in the New Zealand screen production industry as outlined in the 2017 Blue Book and Auckland Council bylaws.

You will also be required to comply with any specific health and safety requirements or instructions set out in, or issued in conjunction with, your film permit.

4.6.1 Site specific health and safety plan
As part of your application for a film permit you will be required to provide Screen Auckland with a site specific health and safety plan and general crew safety notes for

\textsuperscript{24} Transdev operate passenger rail services on behalf of Auckland Transport, delivering approximately 3,300 services each week and over 20 million annual passenger journeys.
review. Your site specific health and safety plan should be submitted to Screen Auckland at the same time as your application for a film permit. Where this is not possible you must provide your site specific health and safety plan to Screen Auckland at least 3 working days prior to your intended date of filming. Under some circumstances and only by agreement with Screen Auckland it may be possible to submit your site specific health and safety plan to Screen Auckland a minimum of 2 working days prior to your intended date of filming.

The level of site specific health and safety plan required and the timeframe for review will vary depending on your activity proposal and proposed location. Some sites, such as closed landfills which are now used as parks, are considered higher risk than other sites. Higher risk sites may be subject to additional conditions and requirements; for example a site induction may also be necessary and this will require additional time. When developing your site specific health and safety plan, you should consider key risk areas such as cabling, structures, towers, stunts and use of hazardous substances.

To ensure you have sufficient time for your site specific health and safety plan to be reviewed contact Screen Auckland for preliminary advice.

A film permit will not be issued without a reviewed site specific health and safety plan.

4.7 Heritage considerations

Historic heritage reinforces our sense of history, belonging, identity and place. Historic heritage places are likely to have specific restrictions on their use that may impact on timeframes and costs. This will be pointed out by Screen Auckland’s film facilitation team at the point of initial inquiry, and assistance will be given to mitigate effects or locate an alternative site if necessary.

Historic heritage places can include historic buildings, archaeological sites, places of significance to Māori and notable trees. Some historic heritage places are protected by legislation\(^\text{27}\). Some historic heritage places are protected in the Auckland Unitary Plan\(^\text{28}\).

Depending on the nature of the proposal, resource consent may be required for filming on sites protected in the Auckland Unitary Plan. An Authority from Heritage New Zealand may be required for proposals that take place on archaeological sites. Information on places protected in the Auckland Unitary Plan can be found on the Auckland Council website\(^\text{29}\). The types of issues for filmmakers to consider in relation to sites that are significant to Māori include, but are not necessarily limited to:

- the use of indigenous knowledge and any reference to iwi;
- misuse or misappropriation of iwi history, stories or legends;

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\(^{27}\) All pre-1900 archaeological sites, recorded and unrecorded, are protected by the Heritage New Zealand Pouhere Taonga Act 2014.

\(^{28}\) For example in the Historic Heritage Schedule (Schedule 14.1) and the Sites and Places of Significance to Mana Whenua Schedule (Schedule 12).

\(^{29}\) Go to [www.aucklandcouncil.govt.nz/heritage](http://www.aucklandcouncil.govt.nz/heritage)
• inappropriate representation or use of culturally significant images or sites; this can include, but is not limited to, the subject of filming or the depiction of the site (e.g. digitally adapting the appearance of a site in a way that is considered inappropriate).
• use of culturally significant sites including maunga, marae and places included in the Sites and Places of Significance to Mana Whenua schedule in the Auckland Unitary Plan.

4.8 Resource consent considerations

Due to the often temporary nature of filming, a resource consent is not usually required to carry out filming within Auckland. However, filming projects involving the long-term use of the same site are much more likely to require a resource consent.

Resource consent criteria are currently determined by the Auckland Unitary Plan and the Hauraki Gulf Islands District Plan. Go to the Auckland Council website to view the Auckland Unitary Plan and the Hauraki Gulf Islands District Plan maps and other information.

Screen Auckland’s film facilitation team can assist with providing contact details for planning staff who have experience working with the screen production industry.

4.8.1 Filming as a temporary activity

The length of time filming can occur without a resource consent currently varies depending on the area. Please see table 5 for a summary. Contact Screen Auckland for further information.

Table 4 Regional variances relating to filming as a temporary activity

<table>
<thead>
<tr>
<th>Areas of the Auckland Region</th>
<th>Length of time filming can occur without a resource consent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auckland Region (except the Hauraki Gulf Islands)</td>
<td>Up to, and including, thirty consecutive days.</td>
</tr>
<tr>
<td>Waitheke Island</td>
<td>Up to five days, including the time required for establishing and removing all temporary buildings and structures associated with the event.</td>
</tr>
<tr>
<td>Great Barrier Island</td>
<td>Up to six days. Temporary buildings and structures associated with filming may not occupy the venue for more than 14 days, including the time required for establishing and removing all temporary buildings and structures.</td>
</tr>
</tbody>
</table>

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50 Go to [http://www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz) click on "Plans, polices, bylaws, reports and projects", then click on either "The Auckland Unitary Plan" or on the "Hauraki Gulf Islands District Plan" to read the plans or view the relevant planning maps.
4.8.2 Filming as a permanent activity

In principle, filming is permitted to take place as a permanent activity within some areas of the Auckland Region. It is important to note however, that this is subject to the ability to meet with a range of other requirements in the Auckland Unitary Plan. If you are considering filming on a semi-permanent or permanent basis from a specific site, please contact council at the earliest opportunity to discuss potential constraints and consent requirements. Screen Auckland can assist with putting you in touch with the appropriate contact.

4.8.3 Possible triggers for resource consents

The following site-related issues are likely to trigger the need for a resource consent:

- excessive lighting;
- excessive noise;
- excessive earthworks;
- removal of protected vegetation;
- close proximity to the coast or other waterbodies;
- close proximity to residential zones;
- inadequate carparking capacity;
- absence of a loading bay;
- the amount of traffic generated;
- heritage related issues;
- hours of operation;
- exceeding the days for a temporary activity or other standards that apply to permitted activities.

4.8.4 Timeframe and cost implications for resource consent applications

If an applicant does require a resource consent to film, council advises that they should engage a planning consultant to assist with their application. Having a pre-application meeting with relevant stakeholders is also strongly advised, as this will greatly increase the likelihood of a thorough application being lodged from the outset and being processed as efficiently as possible. Assuming the application is complete, the council undertakes to assess resource consent applications within 20 working days. Council planners will be able to provide a more specific undertaking of processing timeframes and processing costs at a pre-application meeting or at the time of application, once they have become familiar with the proposal.

If the resource consent needs to be notified, the timeframe increases significantly to 70 or more working days.

Non-notified and relatively simple resource consent applications typically cost $4000 to $6000. Note, resource consent charges include GST and are subject to change. This cost represents the council charges relating to the processing of a resource consent. It does not include charges incurred for the use of external planning consultants by applicants or the payment of development contributions, if these are
required. A pre-application meeting is the most efficient way of reducing processing costs. If a resource consent requires notification, this cost can increase significantly.

Visit Auckland Council’s website for application forms and more information on resource consents, including up-to-date information about council charges.  

4.9 Building consent considerations
Auckland Council recognises the uniqueness of the screen production industry and its building requirements which frequently have an ill fit with the requirements of the Building Act 2004.

In order to assist the screen industry, Auckland Council may, at its discretion and within its statutory powers as defined in schedule 1, clause (2) of the Building Act 2004, exempt particular temporary film sets from requiring building consents.

4.9.1 Definition of temporary film set
For the purposes of this policy, a ‘temporary film set’ is defined as:

“a building or buildings erected solely to facilitate filming (including but not limited to facades, fences, lean-tos, sheds, cottages, and other similar building work), that are not intended for permanent use or occupation”.

Any person undertaking building works outside the specific “temporary film set” building works defined in this policy must obtain either an exemption from building consent or a full building consent prior to commencing the works.

4.9.2 Temporary film sets in place for ten days or less
Application for an exemption from building consent is not required for the first ten days of a “temporary film set” being in place (including the commencement of the building work and the deconstruction of the set/wrap out), provided they meet the following criteria:

- the building work meets the definition of “temporary film set” and is on private property; or,
- the building work meets the definition of “temporary film set,” is on public open space and less than five metres in height and secure and isolated from the public during this period.

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21 http://www.aucklandcouncil.govt.nz, click on “building and consents”, then on “The building and consents process”, then on “Apply for a consent”, then either click on “Apply for a building consent” for further information on building consent fees, or on “Apply for a resource consent” for further information on resource consent fees.
4.9.3 All other temporary film sets
All other “temporary film sets” are required to apply to Auckland Council for an exemption from building consent. Applications for an exemption from building consent will be processed by Auckland Council as a matter of priority within two to three working days providing the engineer involved with the project submits a Producer Statement.

Screen production companies can expect the outcome of the application to be favourable in the case of temporary film sets that meet the following criteria.

- any building work that meets the definition of “temporary film set” and is on private property;
- any building work that meets the definition of “temporary film set,” is on public open space, less than five metres in height and secure and isolated from the public.

If Auckland Council refuses to grant an exemption, which will generally be based on the scale and/or permanence of the building work, the applicant will be required to obtain building consent and must not commence works until consent has been granted. Council’s statutory timeframe for processing building consents is 20 working days.

4.9.4 Multiple temporary film sets built in a secure film studio space
Production companies planning on building multiple temporary film sets in a secure film studio space should inform council so discussions can be had on how to provide an efficient service.

4.9.5 Costs
At the time of writing, it costs $453 to apply for a building consent exemption. It costs between $788 and $6348 to apply for a building consent, depending on the value and complexity of the building project. Any further charges are based on an hourly rate of $105 to $188 per hour. Note, building consent fees quoted include GST and are subject to change. Visit Auckland Council’s website for application forms and more information on building consents, including up-to-date information about council charges.

4.9.6 Important notes - Please note:

- For the purposes of this policy, Auckland Council considers that the provisions of the Health and Safety at Work Act 2015, and the insurance requirements of each individual operator or Film Production Company, are relevant to the extent that they require the company to act lawfully.
- A structural engineering overview for the proposed construction is advisable where the size or complexity of set construction warrants it.
- Film production companies will still need to seek approval from landowners (public or private) to construct film sets on their land. In the case of filming on private property, if an application for an exemption or building consent is required only the landowner or their agent can be the applicant. In the case of filming in public open space within Auckland, this will be managed through Screen Auckland’s film permitting process.
4.10 Planning for additional requirements - The use of special effects, firearms and stunts

Screen production companies intending to use special effects (including weather effects and any type of pyrotechnic) or firearms, or seeking to perform stunts involving vehicles, will be subject to additional levels of scrutiny which has the potential to impact on timeframes. In some instances, further consultation with the fire service and police will be required, as well as a site specific health and safety plan. Screen Auckland will be able to advise in the first instance.

Assessment of permit applications where special effects are planned will also consider the potential impact on the environment and wildlife. This may mean that it is not possible to use special effects in some locations or that usage in some locations may be restricted during certain times of the year.

4.10.1 Pyrotechnics

The New Zealand Fire Service has a number of requirements relating to the use of pyrotechnics and should be contacted by the screen production company as early as possible. Screen Auckland may be able to assist with making the appropriate contact within the fire service.

4.10.2 Weather effects

Wet down, rain and snow effects may be carried out with the permission of the landowner. Screen Auckland’s film facilitation team can assist you with seeking landowner permission. Where permission is granted to use these types of special effects, they must be undertaken in a safe and ecologically friendly way to ensure that the environment and wildlife are protected from any harmful effects.

When using these types of special effects production companies must:

- avoid sensitive environmental areas;
- use biodegradable non-toxic products, except by agreement with Screen Auckland;
- consider weather and wind conditions when designing and executing these effects;
- ensure the containment, clean-up and removal of all products used for this purpose.

Auckland Council may place additional conditions on film permits where these types of special effects are being used during filming. Screen Auckland can also work with council to facilitate the responsible use of public water for this purpose.

4.10.3 Firearms

The New Zealand Police has a number of requirements relating to the use of firearms for the purposes of filming, including the use of a certified armourer, and should be contacted by the screen production company as early as possible. Screen Auckland may be able to assist with making the appropriate contact within the police.
4.10.4 Stunts using vehicles
New Zealand Police has a number of requirements relating to the use of stunt vehicles (such as in car crash scenes), including the use of certified stunt drivers. The screen production company should contact the police as early as possible to discuss planned stunts. Screen Auckland may be able to assist with making the appropriate contact within the police.

4.10.5 Stunts with a “copy cat” risk
In order to avoid people copying stunts carried out for screen production purposes, Screen Auckland’s film facilitation team will be able to assist with identifying locations where the risk of “copy cats” occurring is reduced.
5 Glossary

Building consent - Council permission to carry out building work that it considers will comply with the Building Code provided the work is completed in accordance with the plans and specifications submitted with the building consent application.

Bylaw – A rule made by a local authority that requires people, when in a public place, to either do something (e.g. get permission to film in a public place) or not do something (e.g. recklessly fly a drone).

City Centre – This term refers to the city centre of Auckland (also sometimes referred to as the CBD, Central Business District and Central Area). This is the area that falls within the urban motorway system and the harbour edge.

Council-controlled organisation (CCO) – A CCO is a company or organisation in which one or more local authorities control 50 per cent of more of the directors (or trustees) of the company or organisation.

Hauraki Gulf Islands District Plan – the rulebook for how council manages the use of natural and physical resources of the Hauraki Gulf Islands. The Plan contains policies and rules for activities and development on the islands.

Essential vehicles – vehicles used for the purpose of the filming activity rather than just transport, such as lighting, camera, generator, department trucks, vans and or utes.

Filming - The act or period of photographing moving images, be it digitally, on tape, or on film stock, for broadcast on television, in movie theatres or for internal corporate, educational or private use.

Film permit/permit – Permission to carry out filming activity within the Auckland Region. Film permits are subject to conditions.

Location Assistants - assistant to the Location Manager, hired to be on-set at all times before, during and after the filming activity takes place. Location assistants are there to liaise with the public, direct the crew where to park and set-up, and ultimately to make sure the crew and cast are making as minimal impact on the location as possible.

Recco - ‘Recco’ is a military term borrowed by the industry to mean a pre-filming visit to a location, to assess the suitability of the location in terms of logistical and technical issues.

Resource consent – Council permission to carry out an activity that is restricted or controlled by the rules set out in the Auckland Unitary Plan and Hauraki Gulf Islands district plan. Resource consents are subject to conditions.

Screen Auckland Reserved Parking document (SARP) - This document outlines the operational requirements for film productions who wish to reserve
parking areas for film activities within the road corridor across the Auckland region.

Traffic management plan or TMP – is a plan for managing temporary changes to traffic (including pedestrian) flows.

Unitary plan – The Auckland Unitary Plan is the rulebook for how Auckland’s natural and physical resources are used. The Unitary Plan contains rules around how different areas in Auckland may be used, including what type of activities you can use land or buildings for temporarily or on a permanent basis.
6 Related policies, publications and websites

Economic Development Strategy
Auckland’s economic development strategy sets out a vision for an economy that delivers opportunity and prosperity for all Aucklanders and New Zealand. To deliver this Auckland needs to have an internationally competitive, prosperous economy that all Aucklanders can benefit from and participate in. Auckland’s Economic Development Strategy sets out the tangible steps we will follow to make this happen.


Screen Auckland website
Screen Auckland’s objective is to ensure the screen industry’s production experience in and around the Auckland Region is seamless. They are the first point of contact for the screen production industry, and can assist with identifying locations and tapping into Auckland and New Zealand’s vast network of experienced and innovative Film Industry professionals.

www.aucklandnz.com/screen

New Zealand Film Commission
New Zealand Film Commission is New Zealand’s national film office, providing information, introductions and support to filmmakers, both internationally and nationally.

www.filmnz.com

ScreenSafe
ScreenSafe supports and promotes health and safety in the New Zealand Screen Sector. ScreenSafe is an industry-wide collaborative effort with backing from the New Zealand Film Commission, New Zealand On Air and Screen Production and Development Association along with other guilds, industry bodies and regional film offices.

http://screensafe.co.nz/

Work Safe
WorkSafe is New Zealand’s primary workplace health and safety regulator. WorkSafe provides a range of information and guidance about health and safety requirements in New Zealand.

https://worksafe.govt.nz/
Civil Aviation Authority
The Civil Aviation Authority regulates civil aviation in New Zealand. If you undertaking
aerial filming, then you must comply with CAA regulations. The CAA checks that these
rules are being complied with and have the power to take action if they are not. The
CAA also monitors safety and security performance throughout the aviation
community so that they can direct safety efforts where they are needed most. The
CAA also produce safety publications and run safety seminars for the aviation
community.
https://www.ca.govt.nz/

The Advertising Standards Authority
The Advertising Standards Authority is an industry funded organisation supporting
standards in advertising; it provides a range of guidance notes and codes of practice.
Its prime function is to self-regulate advertising in New Zealand.
http://www.asa.co.nz/

The Broadcasting Standards Authority
The Broadcasting Standards Authority is an independent Crown entity responsible for
overseeing the broadcasting standards regime in New Zealand. It provides a range of
guidance and information about broadcasting standards in New Zealand.
https://bsa.govt.nz/

Department of Conservation – filming on public conservation land
To film anything for commercial purposes on public conservation land you must be
granted a concession from the Department of Conservation (DOC). Further
information on the concession application process, timeframes, costs and the DOC
Code of Practice for film crews undertaking activities on public conservation land is
available on the DOC website.

Heritage New Zealand
Heritage New Zealand has responsibilities for archaeological sites under the Heritage
NZ Pouhere Taonga Act 2014. Archaeological sites are defined as any place in New
Zealand including any building or structure that was associated with human activity
that occurred before 1900. Modification of an archaeological site is prohibited, unless
permission is obtained from Heritage NZ.
http://www.heritage.org.nz/
7 Key New Zealand Legislation

The New Zealand Legislation website - www.legislation.govt.nz - is the official government website and provides free access to up-to-date electronic versions of New Zealand legislation. Click on the hyperlinks below to directly access an Act, or go to the website and use the easy search engine to find the legislation you are looking for.

The following list sets out key legislation referred to in this document. The list is provided for information only and is not a complete or inclusive list of legislation that you should be aware of when filming in New Zealand.

**Animal Welfare Act 1999** - sets out the obligation of animal owners or people in charge of animals to meet an animal’s physical, health, and behavioural needs, and alleviate pain or distress.

**Building Act 2004** - sets out the rules for the construction, alteration, demolition and maintenance of new and existing buildings and structures in New Zealand.

**Dog Control Act 1996** – provides the framework under which councils regulate the control of dogs in their area including where dogs may be exercised off-leash, where dogs must be kept on a leash and where dogs are prohibited.

**Employment Relations Act 2000** - provides the legal framework for all relationships between employees, employers and unions.

**Health and Safety at Work Act 2015** - is New Zealand’s workplace health and safety law. Breaches of the Health and Safety at Work Act are investigated and enforced by WorkSafe New Zealand.

**Heritage New Zealand Pouhere Taonga Act 2014** - promotes the identification, protection, preservation, and conservation of the historical and cultural heritage of New Zealand.

**Local Government Act 2002** - provides the framework and powers under which councils operate; including enabling councils to make and enforce bylaws to protect the public from nuisance, to protect, promote and maintain public health and safety, and to minimise the potential for offensive behaviour in public places.

**Local Government Act 1974** – enables the temporary closure of a road for the purpose of film-making or events.

**Local Government (Auckland Council) Act 2009** – established Auckland Council and sets out matters, in relation to Auckland Council’s structure, functions, duties and powers, that differ from those which apply generally to councils under the Local Government Act 2002.

**Maritime Transport Act 1994** - sets out the legal framework for maritime safety and protection of the marine environment. Allows councils to regulate, through a bylaw, certain activities for the purpose of ensuring maritime safety.
Nga Mana Whenua o Tamaki Makaurau Collective Redress Act 2014 – restored ownership of certain maunga and motu of Tamaki Makaurau, as part of a Treaty of Waitangi settlement, to Ngā Mana Whenua o Tamaki Makaurau (the collective group of the 13 iwi and hapū of Auckland). The Act also established the Tūpuna Maunga o Tamaki Makaurau Authority.

Resource Management Act 1991 – regulates how the environment is managed. As well as managing air, soil, fresh water and coastal marine areas, the RMA regulates how and for what types of activities land may be used.

Smoke-free Environments Act 1990 – regulates smoking in workplaces, on public transport, in cafes, restaurants and in certain public places. Regulates the marketing, advertising and promotion of tobacco products and the sponsorship by tobacco companies of products services and events.

Waitākere Ranges Heritage Area Act 2008 - recognises the national, regional and local significance of the Waitākere Ranges Heritage Area and promotes the protection and enhancement of its heritage features for present and future generations. The objectives of the Act include to, but are not limited to, to:

- protect, restore and enhance the area for its heritage features;
- ensure that impacts on the area as a whole are considered when decisions are made affecting any part of it;
- to adopt a careful approach when considering decisions that threaten serious or irreversible damage to a heritage feature;
- to recognise and avoid adverse potential, or adverse cumulative, effects of activities on the area’s environment (including its amenity) or its heritage features;
- to maintain the quality and diversity of landscape in the area;
- to manage aquatic and terrestrial ecosystems in the area to protect and enhance indigenous habitat values, landscape values, and amenity values;
- to protect in perpetuity the natural and historic resources of the Waitākere Ranges Regional Park for their intrinsic worth and for the benefit, use and enjoyment of the people and communities of the Auckland Region and New Zealand.

Wildlife Act 1953 - outlines the protection and control of wild animals and birds and the management of game.
## Appendix One: Film permit application form

**Film permit application**

Before you start please make sure you have the following information before proceeding with an application:

- Planned location(s)
- Schedule information, planned filming dates
- Shoot information, a thorough knowledge of action being filmed including equipment to be used, crew and cast sizes
- Production details, on set contacts, company information
- Supporting information such as traffic management plans, public liability or consultation plans
- During the processing of this application you will also be asked for a health and safety / risk management plan.

### Production title:

- Commercial
- Music video
- Online
- Travel show
- Other (please describe)

### Production origin:

- Domestic (NZ)
- International (please describe)

### Location(s):

- Film start date: 
- Film finish date: 
- Contingency start date: 
- Contingency finish date: 

### Shoot selection (what kind of filming activity is planned):

- On location filming
- Unit base only

### Description of the action being filmed.

<table>
<thead>
<tr>
<th>No. of crew:</th>
<th>No. of talent:</th>
<th>No. of extras:</th>
<th>No. of client/agency:</th>
</tr>
</thead>
</table>

Are you using any specific filming equipment other than a camera and tripod:

- Yes
- No

If yes, please select those that apply:

- Dolly and track, slider
- Camera crane
- Lighting e.g. LED, lights on stands
- Frames, sails, reflector boards
- Cherry picker, knuckle boom, scissor lift, merlo

Any special effects such as rain, snow, haze, or wet down:

- Yes
- No

If yes, please specify:

Water access (action in/on sea, harbour or waterway):

- Yes
- No

If yes, please specify:

Use or appearance of fake weapons and/or violence, depiction of drug use, actor’s impersonation of police officers or other emergency services or nudity:

- Yes
- No

If yes, please specify:

Any animals:

- Yes
- No

If yes, please specify type of animal and how many:

Set dressing scenery of props:

- Yes
- No

If yes, please specify:

Security company name and contact (if applicable):

Set construction required:

- Yes
- No
If yes, please specify:
Fire effects, pyrotechnics, smoke effects, explosions:
☐ Yes ☐ No

If yes, please specify:
Use of a drone:
☐ Yes ☐ No
What model of drone/total weight if required:
Company/operator name:
Use of aircraft (other than a drone) or helicopter:
☐ Yes ☐ No

If yes, please specify:
Music playback or noise disturbance e.g. amplified sound:
☐ Yes ☐ No

If yes, please specify:
Do you have a Health and Safety Specialist:
☐ Yes ☐ No

If yes, please provide company name, number and email:
Gate or special access. E.g. bollard unlock, facility unlock e.g. toilets (please provide detail and show on your site map):
☐ Yes ☐ No

If yes, please specify:
Access start date: Access start time:
Access end date: Access end time:

Activity on the road e.g. tracking vehicles, moving cars, low loaders, picture vehicles:
☐ Yes ☐ No

Types and number of vehicles:
Cars: Vans: Trucks: Buses: Utes: Portaloos: Other (please specify)
Are there any vehicles arriving or departing/other activity on or near the site between the hours of 10pm and 7am:
☐ Yes ☐ No

If yes, please specify:
Are there any business or residents nearby to your filming location:
☐ Yes ☐ No

If yes, please specify:
How are you planning on notifying affected parties:
Production company name:
Email for invoice:
Production company address:
Location Manager: Number: Email:
Key contact on set: Number: Email:
Producer: Number: Email:
Production Manager: Number: Email:

Please email application to your Film Facilitator or screen@aucklandnz.com along with the following supporting documents
☐ Site map
☐ Parking plan
☐ Letter drop draft
☐ Traffic management plan (if applicable)
☐ Health and safety risk management plan
☐ Drone operator certifications and variations
☐ Public liability insurance certificates
General
1. Schedule Changes
The operator shall advise Screen Auckland as soon as possible of any proposed change to the nature of the activity, which shall be subject to approval as a variation of the activity permit.

2. Licenses
The operator shall obtain all appropriate licences (e.g. building permits, special effects, temporary structures and marqueses) prior to the activity.

3. Parking
The operator shall obtain any necessary parking permits prior to the activity. In addition, the operator shall consult with Screen Auckland prior to the activity in relation to any parking restrictions or parking controls for the activity.

4. Consultation
The operator shall inform residents and businesses in the area affected by the activity at least 48 hours prior to the activity. Providing such information shall, at a minimum, include a flyer delivered to each house or business in the affected area. In accordance with The Auckland Film Protocols 2015 3.1.8 The flyer shall contain the wording, “Auckland Council has requested we inform you and include the following information:

- the name of the activity;
- the name of the operator;
- the general nature of the activity;
- the duration of the activity including set up and pack down periods;
- the operator’s contact details and on the day of the film activity (including mobile telephone numbers);
- the relevant contact details for Auckland Council Contact Centre, 09 301 0101.

A draft of the flyer shall be provided to Screen Auckland for approval prior to its distribution.

5. Site Plan
The operator shall provide to Screen Auckland, prior to the activity, a plan of the site or sites including details of all equipment and parking associated with the activity.

6. Insurance
The operator shall provide to Screen Auckland proof that is holds a suitable public liability insurance policy, including details of the insurer, any relevant exclusions and the amount of insurance cover, prior to the activity.

7. Health & Safety
- A PCBU is a person conducting a business or undertaking, whether alone or with others. The operator/production company is a PCBU. As they have a high degree of influence and control over the activity they will need to take a leading role in health and safety, including working with other PCBUs to meet their obligations.
- Film crew are to comply with the Health and Safety at Work Act 2015; Screenshot Health & Safety Guidelines, the Code of Practice for the Engagement of Crew as out lined in The Blue Book.
- The operator/production must report all serious injuries and notifiable events. Use this form to notify WorkSafe New Zealand of a notifiable event as required by Section 56 of the Health and Safety at Work Act 2015. As defined in the act, a notifiable event means any of the following events that arise from work:
  a. the death of a person;
  b. a notifiable injury or illness; or
  c. a notifiable incident.

- The operator/production should inform Screen Auckland in writing immediately on becoming aware of any notifiable health & safety incident on, in or around the location. This obligation is in addition to the duty to inform WorkSafe NZ.
- The operator/production must report particular hazardous work to WorkSafe NZ (Notifiable works) prior to the activity see link for the online form : http://forms.worksafe.govt.nz/hazardous-work-notification
- Neither the Principal nor Screen Auckland is in any way approving the applicant’s Health & Safety procedures. The Production continues to be solely responsible for the accuracy and adequacy of its Health & Safety procedures.

8. Publicity
Productions which are granted an Auckland Council permit to film in public open spaces must include the Screen Auckland logo and/or title “Screen Auckland” in the television or feature film credits – if a public space has been used in the final cut. On set still images of public locations may be obtained by Screen Auckland and used for website or other Council publicity. Any images will only be used to promote Auckland as a screen destination or highlight Screen Auckland’s achievements, and only after the production is broadcast or screened in New Zealand.

9. Indemnity
In consideration of the grant of approval to use Auckland Council’s facilities for the activity, the operator shall indemnify Auckland Council and its CCOs against all costs, losses, claims, liabilities, proceedings, damages and expenses incurred and any loss or damage suffered by Auckland Council arising by reason of, or in connection with, the operator’s breach or non-performance of any obligations under any of these conditions, or statute or regulation.

10. Contacts
Prior to the activity the operator shall ensure that they provide to Screen Auckland, the name and mobile phone number of a contact person onsite on the day of the activity.

11. Noise & Lighting
Noise and lighting should be kept to a minimum after 10pm and before 7am and must comply with the Auckland Unitary Plan noise levels and the requirements of the noise providers of the Resource Management Act 1991. Failure to do so will potentially result in the filming activity being shut down or an infringement fine being issued.

12. Electricity
Where electricity is being used for an activity, the operator shall utilise the services of a registered electrician to undertake the electrical work. All electrical equipment must be in good and safe working order.

13. Compliance with Council Rules and Legislation
The film permit provides the operator with limited permission to occupy public land for the approved purposes. The operator is responsible for ensuring that all activities comply with the requirements of the Auckland Unitary Plan and various bylaws including, but not limited to the Trading & Events in Public Places bylaw 2015 and the Public Safety & Nuisance Bylaw 2013.

14. Compliance with Directions
The operator shall ensure that all participants immediately comply with any instructions or directions issued by NZ Police, Auckland Transport, Auckland Council officials or WorkSafe NZ officers in the execution of their duties.

15. Access to Properties
The operator shall ensure that access and egress for residents, businesses and emergency vehicles are available at all times, that the public is not unduly inconvenienced, and that public and private access ways are kept clear at all times.

16. Responsibility for Equipment
All equipment and structures used must be in good, safe working order. Following completion of the approved activity, the operator shall remove all temporary structures, road markings, signs, rubbish bins, toilets, equipment, props or other structures or devices associated with the activity. Removal of such equipment shall take place immediately after the activity.

17. Responsibility for Clean Up
The operator shall ensure that any area associated with the activity is left in a clean and tidy condition, including surrounding streets. The removal and disposal of all rubbish shall take place immediately after the activity.

18. No Damage to Property
The operator shall ensure that all grounds, property, wildlife, stock, vegetation, buildings and other facilities are not damaged or unduly disturbed at any time during the activity or any set up or pack down period associated with it. Rectifying any damage to public property, caused by the approved activity, is payable by the production company. The operator shall employ Council approved contractors to rectify any damage caused and to reinstate any damaged property.

19. No Fixtures
The operator shall ensure that nothing is fixed, hung or otherwise attached to any features of the Park, Reserve, Square, Street or Facility (e.g. trees, street furniture, lamp- posts, etc.) without the prior consent of Auckland Council.

20. Documentation
The operator shall ensure that a copy of the film permit is available at all times during the activity and any set up or pack down period associated with it.

21. No Identification of Location
The operator shall ensure that filming within a public open space will not identify any Auckland Council locations, including but not limited to signs or logos, nor any uniquely identifiable physical or landscape aspect of the location.
22. Smoke Free
Auckland Council adopted a smoke-free policy in 2013 aimed at making public outdoor spaces smoke-free across the Auckland region. A smokefree city is part of the Auckland Plan. It aligns with the government’s goal of becoming a smokefree nation by 2025. Further information can be found at https://www.aucklandcouncil.govt.nz/plans-projects-policies-reports-bylaws/our-policies/Smokelfree-policy.aspx.

23. Public Artworks
Incidental filming of public artwork is allowed as part of this permit. Interaction with any public art work is not approved with this permit and requires consultation and agreement with the artist.

24. Road Closures or Traffic Control
The organisation shall apply for any necessary road closure or traffic control authorizations in writing with adequate timeframes as required by the relevant transport authorities prior to the activity taking place.

25. Public Transport
If an approved activity involves a Traffic Management Plan and/or the re-routing of buses and/or relocation of bus stops which may affect public transport, the organisation, through Screen Auckland, shall contact and consult with Auckland Transport and any other relevant stakeholders, with adequate timeframes as required by the relevant transport authorities prior to the activity taking place.

26. Traffic Management Plan
The organisation shall provide Screen Auckland a Traffic Management Plan with adequate timeframes prior to the activity. The Traffic Management Plan shall include the location of all relevant structures, equipment, facilities, assembly areas, event or filming areas, and other facilities, including without limitation) COPTTM compliant signage and cones, marshals, vehicles, parking restrictions, road closure details and access for the disabled, emergency vehicles and public transport. Auckland Council, Auckland Transport and the Police may require further details to be included in the Traffic Management Plan. Further details shall be provided as soon as practicable after any such request.

27. Marshals
The organisation shall provide suitably qualified and identifiable marshals to the satisfaction of Police, Auckland Transport and Auckland Council.

28. Compliance with Law and with NZ Police Directions
The organisation shall ensure that all participants comply with all traffic laws, regulations and bylaws at all times during the activity and that all participants comply immediately with any instructions issued by the NZ Police, Auckland Transport or Auckland Council officers in the execution of their duties.

29. Traffic Control Measures
The organisation shall ensure all appropriate barriers, cones and signs are provided and placed in accordance with the Traffic Management Plan. Such barriers, cones and signs shall be removed immediately after the activity has ended.

30. Vehicle Movements
Filming activities fall within the category of specific “Temporary activities” within the Auckland Unitary Plan 2015 Chapter E. The organisation shall ensure that all participants comply with this at all times and in particular (but not exclusively): E40.4.1 (A15) & E40.6.2

31. Visibility
All crew to wear high visibility safety vests at all times around the road corridor.

32. Signage
The organisation is granted exemption to the Signage Bylaw 2015 as part of this permit, as per Part 1.7(a). This will allow the use of directional arrows that can be visible from the street, which may only be displayed with the use of “Pitfalls” or COPTTM compliant cones. These information arrows may only be placed on the footpath berm and only used to indicate the direction to your location. This exemption does not permit any attachment of signage to any regulatory signs, nor are the signs to resemble the colour of any regulatory signage. All information arrows are to be no longer than 50cm in length.

33. Charges and Cancellations
The organisation shall pay to Auckland Council, for the services of Auckland Tourism Events and Economic Development Limited (ATEED), an activity fee in respect of the activity permit to which these conditions are attached.

34. Other fees and Charges
The organisation shall be responsible for any fees or services and supply services associated with the activity. These fees may be payable in respect of any certificate, authority, approval, consent or service given or inspection made by Auckland Council or any department, service, agent or local authority trading enterprise of Auckland Council.

35. Bond
If required, the organisation shall provide to Screen Auckland, ATEED a bond prior to the activity. The purpose of the bond shall be to cover the potential costs of any breach of these conditions including the cost of repairing any damage and undertaking any clean up work that the organisation has not done. The bond shall be on terms satisfactory to Auckland Council having regard to the nature of the activity.

36. Road Closure Advertisements
The organisation shall be liable for the costs of the public notices to advertise any closure of roads associated with the activity.

37. Cancellation Fee
Screen Auckland or ATEED may charge a cancellation fee if the organisation of the activity cancels a booking prior to the commencement of the activity or if the organisation fails to notify Screen Auckland of any cancellation.

38. Late Application Fee
Screen Auckland may charge a late application fee if an application is received within 2 working days of the activity. The organisation shall be advised upon application if this fee is to be applied.

Special Conditions
39. The organisation will be advised of any special conditions associated with the nature of the activity prior to the activity taking place.

40. Drones
Users of UAV’s need to follow the Civil Aviation Authority rules on the use of UAVs. UAV Operators must comply with the Civil Aviation Authority rules on the use of UAVs. In addition to this, bylaw, when flying in a public open space, operators should adhere to the Auckland Council code of conduct which can be found online http://temp.aucklandcouncil.govt.nz/En/law/operating/Pages/Drone code.aspx.

41. Sites of Significance
The organisation, through Screen Auckland, shall contact and consult with relevant stakeholders on behalf of the production with adequate timeframes prior to the activity concerning any sites of significance including but not limited to Tupaia Maunga, and sites with historic and archaeological heritage.

42. Closed landfill sites
Auckland Council is responsible for the management of a number of closed landfill and contaminated sites. Legal obligations exist under the Health Act & Local Government Act to minimise the risk to public health & safety. If the filming activity is on one of these sites the organisation shall apply for the necessary authorisations in writing with adequate timeframes prior to the activity taking place.

Note
43. Advice to Services
During the consultation process, Screen Auckland will, where applicable, advise the following services: NZ Police, NZ Fire Service, St John Ambulance, relevant transport companies, and Auckland Transport.

44. After Hours Contacts
Should you have any concerns or queries on the day of your activity, please contact your Film Facilitator or Auckland Council after hours, phone 09 301 0101. The Auckland Council Call Centre will forward your query to an appropriate officer.

45. Gardens
Please note that Auckland Council staff are unable to guarantee high quality bedding displays in garden areas all year round due to seasonal factors and unforeseen circumstances. Please note that many displays (such as those in the Auckland Domain Winter Gardens and Dove Myer Robinson Park) have a strong seasonal component.

46. Noncompliance of permit conditions
Violation or noncompliance with the terms and conditions contained within this permit may result in the suspension or revocation of the permit.