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

Date: Tuesday, 10 December 2013  
Time: 9.30am  
Meeting Room: Upper Harbour Local Board Office  
Venue: 30 Kell Drive, Albany

Upper Harbour Local Board
OPEN AGENDA

MEMBERSHIP

Chairperson  
Deputy Chairperson  
Members  

Brian Neeson, JP  
Lisa Whyte  
Callum Blair  
John McLean  
Margaret Miles, JP  
Christine Rankin-MacIntyre

(Quorum 3 members)

Lesley Sharp  
Local Board Democracy Advisor

3 December 2013

Contact Telephone: (09) 414 2684  
Email: lesley.sharp@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz
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<td>• Board-to-Council Relationships</td>
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<td>• Resource consents</td>
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<td></td>
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<td>Christine Rankin-MacIntyre</td>
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• Stewardship of recreation facilities  
• Relationship with sports clubs  
• Neighbourhood parks and reserves (incl. esplanade reserves and the coastline)  
• Design and maintenance  
• Plantings, playgrounds, bollards, and walkways  
• Skateparks  
• Track Network development | Margaret Miles  
Lisa Whyte |
| 7 Town Centres                                                                   | • Town centre renewal  
• Design and maintenance  
• Community safety within town centres  
• Business Improvement Districts liaison  
• Urban design  
• Built Heritage | Margaret Miles  
Brian Neeson |
| 8 Transport / Regional Transport and CBD development                             | • Local transport projects and public transport (incl. roading, footpaths, cycleways)  
• Liaison on regional Transport matters  
• 2nd harbour crossing  
• Bridge walk cycleway  
• Inner City Rail Link  
• Waterfront development  
• CBD master plan | John McLean  
Margaret Miles |
| 9 Natural Environment                                                             | • Restoration of wetlands, streams, and waterways  
• Local priorities in relation to regional environmental management  
• Costal management including mangrove encroachment and erosion mitigation  
• Relationships with Watercare  
• Waste minimisation strategy  
• Bio security | John McLean  
Callum Blair  
Lisa Whyte (waste minimisation only) |
| 10 Economic Development / Financial oversight                                     | • Key relationship with Business Development Manager in Auckland Tourism Events and Economic Development team  
• Establish and promote local opportunities for increased tourism and economic development  
• Budgets  
• Project expenditure  
• Monitor GB strategy and Finance  
• Service Levels  
• Local funding policy | Lisa Whyte  
Margaret Miles |
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1 Welcome

2 Apologies

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

3 Declaration of Interest

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

4 Confirmation of Minutes

That the Upper Harbour Local Board:

a) confirm the ordinary minutes of its meeting, held on Tuesday, 26 November 2013, including the confidential section, as a true and correct record.

5 Leave of Absence

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

6 Acknowledgements

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

7 Petitions

At the close of the agenda no requests to present petitions had been received.

8 Deputations

8.1 Deputation from the Upper Harbour Local Board Youth Caucus

Purpose

The Upper Harbour Local Board Youth Caucus will be in attendance to present their findings of an informal study of community facilities in the Upper Harbour area.

Recommendation/s

That the Upper Harbour Local Board:

a) receives the deputation from the Upper Harbour Local Board Youth Caucus and thanks them for their attendance and presentation.

9 Public Forum

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

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

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

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

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

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

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

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

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

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

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

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

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

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

11 Notices of Motion

At the close of the agenda no requests for notices of motion had been received.
Road name approval for Stage 5A Superlot VI at Hobsonville Point

File No.: CP2013/25817

Purpose
1. To present and seek the approval of the Upper Harbour Local Board for road names for the Stage 5A subdivision at Hobsonville Point.

Executive Summary
2. The Stage 5A subdivision at Hobsonville Point has been granted approval. The Hobsonville Land Company (HLC) has applied for approval of two road names for this stage.

3. The proposed road names are Nugget Avenue and Teal Way.

4. The names are reflective of Air Force history and the fauna of the area.

5. The names are not outside the procedures and guidelines currently being developed for the naming of streets in an Auckland Council region-wide context.

6. Nugget Avenue is not duplicated in the wider Auckland Region. Teal Way is duplicated elsewhere with different “road type” designations: Teal Crescent, in Beach Haven, and Teal Court, Stanmore Bay, in Whangaparaoa. The road type distinction and the neighbourhood separation (Hobsonville Point versus Beach Haven or Stanmore Bay) will prevent any confusion for emergency services.

7. The HLC has stated that it is not possible to submit all future street name requests at one time as masterplanning has not been completed for the whole area.

Recommendation/s
That the Upper Harbour Local Board:

a) supports the proposed road names Nugget Avenue and Teal Way for road names for the Stage 5A subdivision at Hobsonville Point.

Discussion
8. The names being put forward are ‘Nugget Avenue’ for the road currently known as ‘Western Ave’, and ‘Teal Way’ for Road ‘1 shown on the attached plans.

9. The Secondary School staff was consulted on these names as both roads are by them, and the Placemaking Advisory Committee was also consulted. The Placemaking Advisory Committee is comprised of representatives from Ngati Whatua o Kaipara, Te Kawerau a Maki, the Hobsonville Point Primary and Secondary schools, Auckland Council and the Upper Harbour Local Board.

10. Nugget Avenue (presently known as Western Ave) is named after Ronald "Nugget" Cohen who was based there in the 30's and 50's. He was a Flying Officer, Air Commodore, and for a short time, Base Commander. He got his name for 'being worth his weight in gold in the air'. The school really liked the name 'Nugget', stating "as well as being the nickname, in Air Force slang it translates as 'inexperienced aviator' - kind of like us - finding our way, building a new school". This road will eventually lead into an area that will also have former Air Force personnel names (currently the 'Off base housing' area that has streets named after Air Force personnel - Calder, Morrison, Wallingford etc.). “We want to continue with this association by having the road named after someone from the Air Force in the same era.”

11. Teal Way is suggested for Road 1. This was supported because the teal duck is an endangered species of this area, but is also the name of an airline that used to fly in and out of Hobsonville.
Consideration

Local Board Views

12. Procedures and guidelines for road naming are currently being developed by Auckland Council to achieve consistent region-wide protocols and policies on road naming. The avoidance of name duplication is a key tenet in road naming from an emergency services perspective.

13. The legacy Waitakere Council guidelines typically required that road names either have some local historical significance, reflect the natural characteristics of the land or locality, or establish or extend a theme in a locality.

14. The names are considered to be consistent with the aforesaid procedures and guidelines.

15. Nugget Avenue is not duplicated in the wider Auckland Region.

16. Teal Way is duplicated elsewhere with different “road type” designations: Teal Crescent in Beach Haven, North Shore, and Teal Court, Stanmore Bay, in Whangaparaoa. The road type distinction and the neighbourhood separation (Hobsonville Point versus Beach Haven or Stanmore Bay) will prevent any confusion for emergency services.

Maori Impact Statement

17. It is considered that there is no significance to Maori as a result of the proposed road names, and that there will be no adverse effects on Maori communities. The Placemaking Advisory Committee for Hobsonville Point is comprised of representatives from Ngati Whatua o Kaipara, Te Kawerau a Maki, the Hobsonville Point Primary and Secondary schools, Auckland Council and the Upper Harbour Local Board. Maori names have previously been assigned to other roads in the wider Hobsonville Point development.

General

18. The decision to approve the road names does not trigger any specific policy or have any impact on the immediate and wider community or have any legal or cost implication to the Council.

19. Once the road names have been endorsed, the usual statutory process will be followed with Land Information New Zealand (LINZ) and other necessary parties advised as part of subdivision compliance processes.

Implementation Issues

20. Auckland Transport will ensure that appropriately compliant road signage is installed by the consent holder in conjunction with the completion of the subdivision. The consent holder will be responsible for erecting the new road name signage.

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<td>Road Names Stage 5 Hobsonville Point</td>
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Signatories

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<td>Authors</td>
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</tr>
<tr>
<td>Heather Harris</td>
<td>Manager Resource Consents</td>
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<tr>
<td>Eric Perry</td>
<td>Relationship Manager</td>
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Parks, Sports & Recreation Quarterly Update to the Upper Harbour Local Board for the July-September 2013 Period

File No.: CP2013/26245

Purpose
1. This report provides an overview of the Parks, Sports and Recreation (PSR) activities for the July to September 2013 quarter.

Executive Summary
2. The Parks, Sports and Recreation (PSR) September 2013 quarterly report to the Local Board seeks to update members on the activities carried out by the PSR units – Local and Sports Parks (LSP), Recreation Planning and Programming (RPP), Regional and Specialist Parks (RSP) and Asset Development and Business Support (ADBS) – for the July to September 2013 quarter. The information included is a summary of key departmental indicators within the local board area.

Recommendation/s
That the Upper Harbour Local Board:
   a) receives the Parks, Sports and Recreation quarterly update.

Discussion
3. The Parks, Sports and Recreation department (PSR) have been presenting local board quarterly reports since the January to March 2011 quarter. PSR have reviewed the content and format of the report with the intention of making it both concise and more meaningful to the board. The A3 report format presents a summary of key indicators and comments on progress. It provides a snapshot of historical performance over the quarter.

Consideration
Local Board Views
4. Local Board feedback on the report will assist to enhance its future effectiveness.

Maori Impact Statement
5. Iwi will be advised of any projects that may have significance to them and will be consulted with accordingly.

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<th>Authors</th>
<th>Authorisers</th>
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<tbody>
<tr>
<td>Naila D'Souza - Programme Coordinator</td>
<td>Ian Maxwell - Manager Parks, Sports &amp; Recreation</td>
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<td>Eric Perry - Relationship Manager</td>
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**Capex Project Summary: Upper Harbour**

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<td>5960</td>
<td>Warranui Park south car park renewal</td>
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<td>6119</td>
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<td>Park Signage Replacement</td>
<td>Local Park walkway and cycleway renewals</td>
<td>Upper Harbour</td>
<td>Detailed Design</td>
<td></td>
<td></td>
<td></td>
<td>30/06/2015</td>
</tr>
<tr>
<td>6131</td>
<td>Sports park car park renewals</td>
<td>Sports park car park renewals</td>
<td>Upper Harbour</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>6304</td>
<td>Sportsfield renewals</td>
<td>Sportsfield renewals</td>
<td>Upper Harbour</td>
<td></td>
<td></td>
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<tr>
<td>7913</td>
<td>Greenough Viaduct Refurbishment</td>
<td>Sportsfield renewals</td>
<td>Upper Harbour</td>
<td>Concept Design</td>
<td></td>
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<td>30/06/2015</td>
</tr>
<tr>
<td>7918</td>
<td>Stadium Domain Sand Field Renewal</td>
<td>Sportsfield renewals</td>
<td>Upper Harbour</td>
<td>Detailed Design</td>
<td></td>
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<td>30/06/2014</td>
</tr>
<tr>
<td>7920</td>
<td>Windsor Park Landscaping Renewal</td>
<td>Sportsfield renewals</td>
<td>Upper Harbour</td>
<td>Concept Design</td>
<td></td>
<td></td>
<td></td>
<td>30/06/2014</td>
</tr>
</tbody>
</table>

*This status information is compiled weekly via the Sentient PPM system. If you wish to access details of any of these projects, please contact the PMO Manager, to be provided access to Sentient.*
Parks, Sports & Recreation Quarterly Update to the Upper Harbour Local Board for the July-September 2013 Period

<table>
<thead>
<tr>
<th>ID</th>
<th>Project Name</th>
<th>Program</th>
<th>Local Board</th>
<th>Phases</th>
<th>Expected Phase Date</th>
<th>Local Board Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>5489</td>
<td>Alibay Reserve Cricket Sports Interface</td>
<td>Sportfield Development</td>
<td>Upper Harbour</td>
<td>Concept</td>
<td>09/09/2013</td>
<td>Upgrading of sports fields to sand capet with field drainage and irrigation (if required). Planning and design in FY14 with the physical works planned for FY15.</td>
</tr>
<tr>
<td>5776</td>
<td>Artificial Sports Fields (Upper Harbour)</td>
<td>Sportfield Development</td>
<td>Upper Harbour</td>
<td>Concept</td>
<td>09/04/2014</td>
<td>Concrete slab and detailed design to nearing completion to coincide with the tender close date at the end of September.</td>
</tr>
<tr>
<td>5697</td>
<td>Alibay Youth Facility In Parks</td>
<td>Local park infrastructure development</td>
<td>Upper Harbour</td>
<td>Detailed</td>
<td>09/06/2015</td>
<td>Project is to deliver two skate park youth facilities. Houston Park complete. Collins Park. Reserve Consent has been granted. Tending underway. Physical works are planned for November 2013. Drainage works in progress.</td>
</tr>
<tr>
<td>8294</td>
<td>Citywide Foundation Infrastructure</td>
<td>Park Development</td>
<td>Upper Harbour</td>
<td>Concept</td>
<td>09/06/2014</td>
<td>Parks Adviser working on scope and pricing.</td>
</tr>
<tr>
<td>5727</td>
<td>Harrowpines Playground (Otaha Valley)</td>
<td>Playcentre Development</td>
<td>Upper Harbour</td>
<td>Concept</td>
<td>09/04/2013</td>
<td>Construction of all-weather courts. Work commenced September. All-weather courts to be completed before September. Completion due November.</td>
</tr>
<tr>
<td>5013</td>
<td>Roadside Park Public Convenience</td>
<td>Local Park public convenience development</td>
<td>Upper Harbour</td>
<td>Complete</td>
<td>09/06/2014</td>
<td>Savings to be re-allocated.</td>
</tr>
<tr>
<td>5402</td>
<td>Rame Road Car Park</td>
<td>Car parks development</td>
<td>Upper Harbour</td>
<td>Detailed</td>
<td>09/01/2014</td>
<td>Project staged to coincide with new retail construction and subsequent Rame Road upgrade. Planning stage completed. Existing site to be closed. Capable of being realigned to eastern site.</td>
</tr>
<tr>
<td>5401</td>
<td>Rame Reserve Carpark</td>
<td>Coastal Development</td>
<td>Upper Harbour</td>
<td>Physical Works</td>
<td>29/11/2013</td>
<td>Construction of all-weather courts. Work commenced September. All-weather courts to be completed before September. Completion due November.</td>
</tr>
<tr>
<td>7519</td>
<td>Stadium Dunedin Cricket Wicket</td>
<td>Sports Development</td>
<td>Upper Harbour</td>
<td>Detailed</td>
<td>09/04/2014</td>
<td>Cricket wicket to be implemented as part of North Harbour Stadium number 1 and 2 sand field renewal programme. Tender for physical works completed and negotiating with contractor towards an early October start.</td>
</tr>
<tr>
<td>5403</td>
<td>Sanders Reserve Coastal Walkways</td>
<td>Local parks pathway and cycle way development</td>
<td>Upper Harbour</td>
<td>Complete</td>
<td>09/06/2014</td>
<td>Physical works complete. Site to be reallocated.</td>
</tr>
<tr>
<td>5404</td>
<td>Waikarii Park Cricket Nets</td>
<td>Playcentre Development</td>
<td>Upper Harbour</td>
<td>Detailed</td>
<td>09/06/2014</td>
<td>Construction of a new 2 bat cricket practice nets included in sports field upgrade works (see ID 5497) which has been tendered as part of the sport field programme. Contract ready to award. Construction programme to be confirmed with contractor but likely to be early 2014 after the sports field upgrade works.</td>
</tr>
<tr>
<td>5427</td>
<td>Waikarii Park Natural Outdoor Sports Surface</td>
<td>Sportfield Development</td>
<td>Upper Harbour</td>
<td>Concept</td>
<td>09/06/2014</td>
<td>Upgrading of the #4 field to sand carpet with lighting for construction 2013/14. Sports field sand carpet physical works tendered and ready to award contract for construction works in Otaha Consent application for lighting close to completing.</td>
</tr>
</tbody>
</table>

This status information is compiled weekly via the Sentiment PPM system. If you wish to access details of any of these projects, please contact the Pmo Manager, to be provided access to Sentiment.
PARKS, SPORTS AND RECREATION
JULY - SEPTEMBER 2013 PERIOD

LOCAL BOARD INITIATIVES

The following Parks projects support the Local Board initiatives and have progressed in the last quarter:

- Rame Road Park: Work has began on the portion with a fresh due date in November
- Rame Road or Park: Warden has been approved, tenders have been sent out in September
- Queen’s Park Memorial Floodlights: The floodlights were installed during this period in readiness for use during the next season
- The Sanders Reserve Tree Sculpture: Tree is now completed, a licensing and official opening is planned on the new board area, in place

REQUEST FOR SERVICE

- Full Facility Contract
- Rehabilitation Contract
- Ecology Restoration Contract
- Park and Animal Fees
- An RFS is a service required that is logged from a customer (member of the public) to Council
- As of 1st September 2013, LSP North no longer maintains Berns or Road Reserves for Auckland Transport North

REGIONAL AND SPECIALIST PARKS

North Shore Memorial Park

A new historical contract with Reconditional Services for NISP will take effect from the 1st of October. The contract will expire on the 31st July 2016. This contract will allocate £9.000 for ground maintenance support to the staff at NISP
Foundation Infrastructure Budget Approval

File No.: CP2013/27367

Purpose
1. Foundation Infrastructure funding of $384,801 assigned to the Upper Harbour Local Board for the 2013-14 financial year remains un-allocated. The purpose of this report is to seek approval to access $240,000 from the Foundation Infrastructure budget for two candidate parks projects at Hosking and Sanders Reserves.

Executive Summary
2. Foundation Infrastructure budget specifically allocated to return land acquired through acquisition to appropriate specification for future public use. This could entail earthworks, building removal, demolition or conversion from different land use, replanting etc.
3. Foundation Infrastructure funding assigned to the Upper Harbour Local Board for the 2013-14 financial year remains un-allocated. The Parks Advisor for Upper Harbour has scoped two potential projects: Hosking Reserve stage 1 and 2 Development and Sanders Reserve restoration planting. Both projects have been scoped and indicative costings have been assigned.

Recommendation/s
That the Upper Harbour Local Board:

a) allocates $240,000 of Foundation Infrastructure funding to progress scoped projects at Hosking and Sanders Reserves in the 2013-14 financial year.

Discussion
4. Hosking Reserve is located at 463 Dairy Flat Highway (SH 17), Lucas Heights, approximately 2 kilometres north of Albany village. Local and Sports Parks North is working towards developing Hosking Reserve for use by the general public. It is envisaged that the development of Hosking Reserve will take place in two stages over three years, with stage one taking two years and stage two, one year. Currently there is no formal access to the reserve; however there are two access roads from Dairy Flat Highway and Hobson Road respectively. The reserve is currently leased for grazing of horses and sheep. Hosking Reserve contains small pockets of secondary regenerating forest and shrub land and areas of open pastoral land (refer to Attachment A for a full scoping report).

5. Stage 1 – Building Removal: There are a number of buildings and other assets associated with former use of the site. These include a water pump, generator shed and concrete pads (base of former buildings). There is also a building that previously functioned as a chicken hatchery. This building contains asbestos and is prioritised for removal (Stage 1). An initial costing has been provided by an approved asbestos removal contractor.

6. Stage 2 – Stock Fencing Re-instatement: Stock fencing is in relatively poor condition around the site. New fencing should be installed to protect stock and existing vegetation. A fencing survey is recommended to prioritise repairs, however indicative costing and approximate metre length is still required.

7. Sanders Reserve is a 41 hectare parcel of land held for recreation purposes. The land is still in the process of conversion from a working farm to public recreation use. In managing the change, the legacy North Shore City Council put in place a long-term planting strategy which will see existing ecological and cultural values protected and future values, including enhanced recreation.
8. One of the legacy North Shore City Council’s (NSCC) main objectives for Sanders Reserve was to develop the area into a place that provides for a range of recreation activities while also providing for ecological restoration, enhancement and retention of rural character. This reserve has city wide significance due to its size, remoteness and rural character. (refer to Attachment B). Budget is required to continue with the large scale long-term restoration planting of Sanders Reserve.

Consideration

Local Board Views
9. This proposal has been work shopped with parks portfolio holders who have supported the proposal in principle.

Maori Impact Statement
10. Iwi consultation will be undertaken as required on a project by project basis.

General
11. Each of the proposed projects has been presented to the Local Board parks portfolio holders at a recent workshop. Approval in principle has been given for the listed projects. Additional consultation will be carried out for specific projects where required, once funding has been allocated.

Implementation Issues
12. There are no implementation issues anticipated at this time

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Hosking Scoping Report</td>
<td>21</td>
</tr>
<tr>
<td>B</td>
<td>Sanders Reserve Management Plan Section 1 &amp; 7.7</td>
<td>33</td>
</tr>
</tbody>
</table>

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tony Hart</td>
<td>- Parks Advisor</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Authorisers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ian Maxwell</td>
<td>- Manager Parks, Sports &amp; Recreation</td>
</tr>
<tr>
<td>Eric Perry</td>
<td>- Relationship Manager</td>
</tr>
</tbody>
</table>
Preliminary Scoping Report

Hosking Reserve Development

Auckland Council

Completed by:

Parks and Recreation Infrastructure Consultants Limited

September 2013
PROJECT NAME: Hosking Reserve Development

DATE: 29th August 2013

PROJECT SUMMARY

The following report details a scoping exercise carried out at Hosking Reserve on 9th and 10th August 2013. Proposed routes for walking trails were recorded, and possible locations for picnic tables, car park, and a play area were identified. These are shown in the map below.

This report identifies potential development options and rough order of costs to provide facilities and assets at Hosking Reserve that enable North Shore and Auckland residents to enjoy bush walking and passive recreation, spectacular views across North Shore and back to the city, and possibly, experience some farm activities, retaining a connection to the reserve’s history.

Please note the estimates provided in this report are provisional only, and carry an accuracy value of +/- 30%. Subsequently a contingency value of up to 30% has been added to all rough order estimates dependent on asset complexity and activity risk.

Should council wish to proceed with development of Hosking Reserve, the details listed within this report will require further evaluation, design and planning. Wherever possible, this has been noted in association with each proposed asset.
Site Summary

Hosking Reserve is located at 463 Dairy Flat Highway (SH 17), Lucas Heights, approximately 2 kilometres north of Albany village on Auckland’s North Shore.

The site was historically used as farmland, including a chicken farm. Currently, the reserve is leased to local for grazing of horses and sheep.

Hosking Reserve contains small pockets of secondary regenerating forest and shrub land and areas of open pastoral land.
**District Plan Considerations**

Under the Auckland Council District Plan – Operative North Shore Section 2002, these parcels of land are zoned either Rural 1 or 2, with the exception of Lot 2 DP 97973 (40 Ridge Road, Lucas Heights) which is zoned Recreation 1.

District plan objective for rural zones is “to maintain and enhance the environmental qualities of rural areas, by avoiding, remedying or mitigating the adverse environmental effects of urbanisation” and “to ensure that the use and development of land does not degrade the natural resources of the rural area”.

**General Activity Controls**

<table>
<thead>
<tr>
<th>ACTIVITIES</th>
<th>RULES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outdoor recreation based on the natural resources of an area including the erection of accessory buildings.</td>
<td>Discretionary activity for Rural 1 and 2 zoned land.</td>
</tr>
<tr>
<td>Pastoral Farming</td>
<td>Permitted activity for Rural 1 and 2 zoned land.</td>
</tr>
</tbody>
</table>
| Fencing of Bush                                | Where pastoral farming is established on a property, margins of areas of native vegetation and trees shall be fenced.  
                                                  | (This does not apply to current pastoral farming operations but would only come into force when there is a change in the use of land to pastoral activity). |
| Public reserves or reserves within the meaning of the Reserves Act 1977 and conservation areas within the meaning of the Conservation Act 1987 | Permitted activity for Rural 1 and 2 zoned land.                     |

**Maximum Building Height**

The maximum building height for Rural 1 & 2 is 8 metres, however this can be extended up to a maximum of 10 metres by means of a Limited Discretionary activity application, provided the building will not be intrusive in the rural landscape.

**Earthworks**: The following are Permitted activities:

a) Site works which expose up to 300m³ surface area of bare earth in aggregate over a site at any one time, except where the works are:

   i. Within a riparian margin in accordance with Rules 8.4.2 (protection of habitats and streams).
   
   ii. Located less than 5 metres from any cliff face.
   
   iii. Situated on land with a gradient of 1:4 or steeper.
   
   iv. Would encroach on a Site of Geological Significance identified in the Schedule in Appendix 3B and shown on the Plan Naps.
   
   v. On land comprising a Site of Special Wildlife Interest identified in the Schedule in Appendix 3A and shown on the Plan Naps (see below regarding Sites of Special Wildlife Interest).
   
   vi. Within the foreshore yard and expose greater than 100m² surface area of bare earth.

**Protection of Native Vegetation**

Specifically, within the Rural 2 (& 3 zones), any removal of native vegetation will generally not be allowed and development will be restricted to areas clear of vegetation as at 21 September 1990.
### Signs

Signs permitted in Rural zones, provided that no sign shall be an illuminated, flashing or variable message sign:

1. One sign only on any site for each of the following purposes provided that:
   - It bears only the name of a residential building or the street number of any premises, and does not exceed 0.25m² in area
   - It bears only the name of a home occupation or other lawfully established activity carried out on the site and hours of attendance, and does not exceed 0.25m² in area.

### Parking / Traffic Access

The Parking Standard required for Outdoor Recreation based on the natural resources of the area is "One parking space for every four persons the facility is designed to accommodate". Any activity having access to more than one road frontage where one or both frontages face arterial or collector roads shall be controlled activities in all zones.

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**SITE OF SPECIAL WILDLIFE INTEREST**

In addition, Lot 1 DP 64568 is designated as being part of a Site of Special Wildlife interest (see appendix 8A Vol 1) (SSWi 1), and the remainder of Hosking Reserve is adjacent to this Site of Special Wildlife Interest.

SSWi 1 is Pukeatua Bush, a forest/shrub land area, covering an area of 30 hectares on O’Brian Road, Paremoremo. It runs along Hosking Reserve’s western boundary, and consists of secondary regenerating forest and shrub land. Forest canopy on ridges typically has kauri, tanekaha and rewarewa emerging from the karaka-manuka. Tawa, puriri and taraire feature on the mid-slopes and kahikatea and kowhai are found close to creeks and streams. Below the canopy species there are varying degrees of forest regeneration. Native and introduced birds can be found, as well as a number of lizard species.
ADDITIONAL DEVELOPMENT CONSIDERATIONS

Hosking Reserve contains small pockets of secondary regenerating forest and shrub land and areas of open pastoral land. A number of weed species were observed during the site visits. An arboricultural and / or ecological assessment would be prudent during the early planning and design stages of the reserves development, to identify any areas for concentrated revegetation and protection, to identify any dangerous/old trees that need to be removed, to develop a weed control programme and to assist in locating sites for the development of facilities, including the walking tracks.

A number of ephemeral streams run through the reserve. Appropriate management and protection of these will need to be considered in the planning and design stages. This may include replanting, constructing of bridges and or boardwalks, and installing of culverts to protect the waterways and allow tracks to be developed. In addition, the appropriate management of stormwater during the development of tracks, and installation of the car park and public convenience will need to be considered in the planning and design stages.

There are buildings and other assets associated to the sites former use at the site, including a water pump, generator shed, concrete pads (base of former buildings) and building that was the chicken hatchery. The future of these assets on the site will need to be determined during the planning stages of the development. Options could include reusing materials or assets in their entirety, e.g., recycling building materials if the hatchery is demolished, or renovating the hatchery for use if farm animals are to be kept on site.
The site is accessed from Dairy Flat Highway (SH17), a busy arterial road. To ensure safe access for reserve visitors and other road users, a traffic engineer and planner will be required to develop an appropriate entry/exit to the site as well as to plan safe circulation of traffic within the reserve car park.

A neighbouring property, 471 Dairy Flat Highway, appears to have encroached onto the Hosking Reserve site, and buildings and landscaping associated to this property have been placed on Hosking Reserve. This situation will require resolution during the planning and design stages.

The site has a number of fences in varying condition, but generally was in a poor state. Large sections will need to be replaced if grazing is to continue at the site, to ensure the native vegetation is protected. A fencing plan will be required to determine exact locations, lengths and type of fencing needed.

### Cost Estimate Summary

<table>
<thead>
<tr>
<th>Scoped Assets</th>
<th>Sub totals</th>
<th>Internal ADBS charge @ 15%</th>
<th>Total Budget Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walking tracks</td>
<td>$170,361</td>
<td>$25,554</td>
<td>$195,915</td>
</tr>
<tr>
<td>Car Parking</td>
<td>$475,829</td>
<td>$71,374</td>
<td>$547,203</td>
</tr>
<tr>
<td>Furniture</td>
<td>$124,312</td>
<td>$18,646</td>
<td>$142,958</td>
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<tr>
<td>Fencing</td>
<td>$34,270</td>
<td>$5,140</td>
<td>$39,410</td>
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<tr>
<td>Public Convenience</td>
<td>$373,987</td>
<td>$56,848</td>
<td>$435,835</td>
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<tr>
<td><strong>Totals</strong></td>
<td><strong>$1,361,321</strong></td>
<td><strong>$195,915</strong></td>
<td><strong>$1,557,236</strong></td>
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</table>
INDIVIDUAL PARK FEATURE COST SCHEDULE

Walking Tracks
Several potential tracks were identified during the site visits – the exact locations and therefore lengths will be confirmed during the design & planning stages. The creation of a perimeter track, would allow visitors the opportunity to explore a significant amount of the reserve, would connect the main entrance area with the former hatchery, connect to a track leading down to Ridge Road and Peremoremo Creek and provide a bush walking experience.

<table>
<thead>
<tr>
<th>Material type</th>
<th>Natural Surface</th>
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<tbody>
<tr>
<td>Height</td>
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</tr>
<tr>
<td>Length</td>
<td>4,000 m</td>
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<tr>
<td>Width</td>
<td>2.4 m</td>
</tr>
<tr>
<td>Area</td>
<td>9,600 m²</td>
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<tr>
<td>Rate</td>
<td>$12.25</td>
</tr>
</tbody>
</table>

Subtotal: $117,600

Professional Services

| Design / Planning | 15%       | $17,640 |

Budget Estimate: $135,240

Car Park
It is estimated that a car park catering for approximately 50 cars would be sufficient for Hosking Reserve (Sanders Reserve has a 50 space car park). The car park would be accessed via a one-lane access road off Dairy Flat Highway and the exit would be via a separate ‘exit’ lane onto Dairy Flat Highway. Input from Council roading team and/or a traffic engineer will be required to ensure a safe entrance/exit is provided.

A potential location for the car park was identified on the site visit as being in the area of the existing concrete pad at the main entrance. This location will need to be confirmed by a traffic engineer.

<table>
<thead>
<tr>
<th>Material type</th>
<th>Chipseal</th>
</tr>
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<tbody>
<tr>
<td>Height</td>
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<td>Width</td>
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<tr>
<td>Area</td>
<td>3157.7 m²</td>
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<tr>
<td>Rate</td>
<td>$130.62</td>
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</tbody>
</table>

Subtotal: $413,764

Professional Services

| Design / Planning | 15%       | $62,064 |

Budget Estimate: $475,829
Furniture

It is envisaged that seating and picnic tables would be provided at Hosking Reserve. Two potential dedicated picnic spots were identified: one near the car park and the other by the former hatchery. The picnic spots would contain several seats and picnic tables and the design and layout of these would be decided during the planning and design stages.

In addition to the picnic spots, locations along the walking tracks were identified as offering good resting spots, places to enjoy the view or bush and would be ideal locations to provide additional seating.

Signage would also be required at Hosking Reserve. This could include an informative / site map at the point of arrive/adjacent to the car park, as well as directional and track name signs and also might include tree name plaques/educational signs about flora and fauna or historical features of the reserve.

<table>
<thead>
<tr>
<th>Picnic Tables</th>
<th></th>
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<tbody>
<tr>
<td>Material type</td>
<td>Premium wooden</td>
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<td>Number</td>
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<tr>
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<tr>
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<thead>
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<th>Seats</th>
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Material type</td>
<td></td>
</tr>
<tr>
<td>Number</td>
<td>1 x entrance sign</td>
</tr>
<tr>
<td></td>
<td>1 x interpretation map</td>
</tr>
<tr>
<td></td>
<td>6 x directional track signs</td>
</tr>
<tr>
<td></td>
<td>8 x information signs/plaques</td>
</tr>
<tr>
<td>Rate</td>
<td>Entrance sign = $4087.49</td>
</tr>
<tr>
<td></td>
<td>Site interpretation map = $2458.54</td>
</tr>
<tr>
<td></td>
<td>Directional track signs = $799.06</td>
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<td></td>
<td>Information signs = $218.42</td>
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<tr>
<td>Cost Estimate</td>
<td>$13,087.00</td>
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<tr>
<td>Subtotal</td>
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<table>
<thead>
<tr>
<th>Professional Services</th>
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<tbody>
<tr>
<td>Design / Planning</td>
<td>15%</td>
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<tr>
<td>Documentation</td>
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<tr>
<td>Cost Estimate</td>
<td>$16,214.00</td>
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<tr>
<td>Subtotal</td>
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</tbody>
</table>
Fencing

Fencing at the reserve was observed to be in a poor state generally. New fencing would be required to protect vegetation and keep stock controlled (if grazing were to continue). A fencing plan would need to be developed to determine exact lengths and type of fencing required.

<table>
<thead>
<tr>
<th>Material type</th>
<th>Post &amp; wire fence</th>
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</thead>
<tbody>
<tr>
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<td><strong>Subtotal</strong></td>
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**Professional Services**

Design / Planning 15%  $4,470

**Budget Estimate**  $34,270

Public Convenience

A public convenience is considered to be appropriate for a reserve this size and for the nature of activities proposed for the reserve (it is anticipated that visitors would spend a significant amount of time, walking, picnicking, etc). The exact location and design would need to be determined during the planning and design stages, but an obvious location would be in the vicinity of the car park.

The design and planning stage will need to consider Auckland Council’s ‘Local and Sports Parks West – Performance Specification for Public Toilets (March 2012) R6’ to ensure the design intentions and performance requirements are consistent with other Local and Sport Park facilities.

<table>
<thead>
<tr>
<th>Material type</th>
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<tr>
<td>Design / Planning 15%</td>
<td>$329,554.00</td>
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**Cost Estimate**  $378,987.00

**Summary**

The information reviewed as part of the preparation of this scoping report did not reveal any major obstacles or regulations preventing the development of walking tracks, and supporting infrastructure, at Hoskins Reserve. Creating assets, such as walking tracks, and managing, developing and protecting existing features, e.g., areas of native bush, will allow residents to enjoy the sites’ environment, including the open pastoral areas and areas of native bush, and will also ensure the objectives of the District Plan are achieved. The relevant objectives include:

- To maintain and enhance the environmental qualities of rural areas, by avoiding, remedying or mitigating the adverse environmental effects of urbanisation
- To ensure that the use and development of land does not degrade the natural resources of the rural area.
NEXT STEPS

The next step in the process to develop Hosking Reserve would be to implement an information gathering stage, which will feed into the planning, design and cost location for the facilities to be developed. Information to collect should include the following:

- An arboricultural and/or ecological assessment to identify any areas for concentrated revegetation and/or protection, to identify any dangerous/old trees that need to be removed, to develop a weed control programme and to assist in locating sites for the development of facilities, including the walking tracks. In addition, the protection and management of the streams should be considered in the ecological assessment.
- Consultation with the holder of the grazing lease and a fencing contractor to determine the appropriate locations for fencing to ensure the animals are contained and vegetation is protected.
- Resolution of the encroachment by adjacent properties onto Hosking Reserve will be required.
- Input from a planner and/or traffic engineer to develop a traffic management plan to ensure a safe entrance to the park is provided and to design an appropriately sized car park.
1. Executive Summary

The purpose of this Reserve Management Plan is to identify Council’s objectives and policies for the management of Sanders Reserve, Panmuremo.

The management plan identifies in general terms how Council wants the reserve to be managed, protected and developed.

Next Council will prepare a development plan identifying in detail what will be done and where. Once the development plan is completed Council will undertake any physical works required.

Council’s vision for this reserve is:

That the park provides a city-wide facility for a range of activities, including (non-motorised) cycling, walking, informal equestrian use, dog walking and exercise, water recreation, and informal recreation, while also providing for ecological restoration.

The outcomes Council is seeking from this management plan are:

1. A mixed use reserve that is attractive to users from across the city, that includes creation and maintenance of:
   a) Areas for mountain bike facilities (providing primarily for family and a range of various skill levels).
   b) Areas for walking and informal recreation.
   c) Areas for informal equestrian use.
   d) Areas for dog walking and exercise, including an ‘off the lead’ area.
   e) Access to the water for recreational uses, such as kayaking, canoeing, and swimming.

2. Development of the reserve in a generally open, grassed manner with designated ecological restoration areas.

3. Provision for the establishment of appropriate services and facilities to support the anticipated use of the site, such as children’s play area, custodian housing, toilets, hire equipment, parking, site access, emergency and maintenance vehicle access and facilities for refreshment.

4. Provision for the establishment of leases or licences to provide services where this is seen as appropriate.

The management plan identifies a number of actions for improving the park. Refer to Part 5 of this document for a review of issues and possible improvements. Not all of the proposed improvements will be funded by Council, and the timing and extent of Council funding will be determined through the Annual Plan process.

The plan also identifies an opportunity to extend an access track along the Upper Waitemata Harbour foreshore and Lucas Creek to Albany Village. This requires significant further investigation.

The site was purchased by Council on 1st July 2002 and is managed by the Council’s Parks Department. The 41 hectare site is comprised of five titles of which one is held for Local Purpose (Esplanade) Reserve. Once this plan is complete it is intended to classify the other four titles as Recreation Reserve under the Reserves Act 1977.
7.7 Views and Vegetation Management

This reserve provides a good place from which to view the upper harbour and the city's main rural area. To some extent these views are being lost as coastal vegetation develops. Where the view is being lost to weed species Council has the opportunity to remove the vegetation and retain views to the water. This plan sets out to re-establish selected views and control weeds. In line with Council policy, trees will not be pruned to open up views.

There are a number of trees planted by George Sanders when he first purchased the land. These trees will be retained unless they present a safety hazard. There may also be further plantings of exotic trees.

Weed and grass management will be undertaken by Council from time to time to ensure the weeds do not spread.

There is the opportunity to enhance native vegetation in selected areas. Council will do this in accordance with the development plan.

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**Objective 7**

To maintain and re-establish selected views, manage and enhance vegetation and to protect ecologically significant areas.

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7.1 Council will ensure that ecologically sensitive areas are appropriately identified and protected.

7.2 Council will identify places where views should be enhanced and protected. This will be done as part of the development plan process identified in policy 1.1 above.

7.3 Council will enhance and protect views by removing weeds and other vegetation where this is allowed by city wide policy and the District Plan. Seating may be added in conjunction with the views.

7.4 Council will seek to control weeds and protect the existing open nature of the farm land.

7.5 Council will enhance coastal and other vegetation areas, as identified in the development plan, to extend the area and diversity of native species.

7.6 From time to time an arborist will monitor the safety of the large trees on the site.

7.9 Council may plant exotic trees to enhance the site and to enhance the plantings of George Sanders.
Discretionary funding application from Achilles International

File No.: CP2013/27856

Purpose
1. To present a discretionary funding application from Achilles International for consideration by the Upper Harbour Local Board.

Executive Summary
2. A discretionary community grant fund to the value of $107,121 is available to the Upper Harbour Local Board in the 2013/2014 financial year for allocation in support of community based initiatives. To date, an amount of $65,294 has been allocated from this fund, leaving a balance of $41,827 for future distribution.

3. Achilles International have tried unsuccessfully to access the new electronic system utilised by council in order to apply for a discretionary community grant.

4. Due to the fact that the lack of access to the SmartyGrants system is of no fault of Achilles International, the organisation was advised to apply to the board for a grant by way of an official letter (presented as Attachment A).

5. Achilles International is seeking funding to the value of $3,000 towards the hosting of the fourth Hope & Possibility Run, to be held on Sunday 26 February 2014 at North Harbour Stadium.

6. The organisation is requesting funding due to the fact that there has been a significant reduction in their funding, and there is a shortfall in the funding received from the Lion Foundation.

Recommendations
That the Upper Harbour Local Board:

a) considers the application from Achilles International.

b) grants funding to the Achilles International towards the hosting of the fourth Hope & Possibility Run, to be held on Sunday 26 February 2014 at North Harbour Stadium, from its discretionary community grant fund.

Discussion
7. The discretionary community grant fund provides the opportunity for the Upper Harbour Local Board to support local community organisations in completing small local projects for the betterment of the community.

8. Should the Upper Harbour Local Board so wish, it does have the opportunity to refer the application to a more appropriate fund.

Consideration
9. The Upper Harbour Local Board is responsible for the decision-making and allocation of local board discretionary community grant funding.

10. The board supports local community initiatives, which assist in building a strong sense of community and ensures that each community maintains its own identity.
Local Board Views
11. Local board views will be discussed at the meeting on 10 December 2013 and will be reflected in the final funding decisions.

Maori Impact Statement
12. This fund does not specifically target Maori groups; however, Maori communities are likely to benefit from the support by the local board, alongside other groups in the community.

General
13. The decisions sought within this report fall within the local board delegations.
14. The decisions sought do not invoke the Auckland Council Significance Policy.

Implementation Issues
15. Once the Upper Harbour Local Board has resolved the funding application, staff will contact the applicant to notify them of the outcome and commence contracting and payment.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A</td>
<td>Achilles Hope &amp; Possibility Application Letter</td>
<td>37</td>
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<td>B</td>
<td>Achilles Hope &amp; Possibility budget</td>
<td>39</td>
</tr>
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<td>C</td>
<td>Achilles Hope &amp; Possibility Pamphlet</td>
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Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Karen Marais - Local Board Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Upper Harbour Local Board

10 December 2013

Monday 2 December 2013

Please find enclosed the details of our fourth Hope & Possibility Run, To be held on Sunday the 26 February 2014 at North Harbour Stadium.

In previous years we have been fully funded by the Lion Foundation, this year the funding allocation from Lion Foundation has dropped significantly, due to their own reduction in funding resources.

Our original funding requirements were between $30,000 & $35,000. The Lion Foundation has confirmed funding of $20,000.00, leaving a shortfall of $10,000 to $15,000. The Lion Foundation funding is very generous, and we will host this event regardless, however with the reduction in funding it will compromise the number of children in our community that we would normally open this event to.

We wish to cement North Harbour and the Stadium as the centre point for the event. Making the event accessible to everyone in the community. Children & adults, of all abilities, can participate in a sporting event that they can call their own. Inviting friends, family, mainstream runners, anyone who wishes to take part in the event and be inspired to succeed personally.

We request an additional $3000 to assist in promoting this event to the North Harbour Community. Uniting all abilities in one event.

Thank You for your Time

Malcolm Cox
Vice Chairman
Achilles International

Malcolm Cox 09 444 9999 maid@rubberroofing.co.nz
<table>
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<th>Marketing</th>
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**Operational**

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**Other**

- Public Liability Insurance
- Volunteer Equipment
- Complementary group
- Complementary group
- Online Merchandising fees
- Online Merchandising fees
- Online Registration Entry/Transaction fees

**Total** $33,051.32

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*Please contact Richard Liddico, Race Director, adidas Auckland Marathon, who assisting Achilles with operational suppliers for the event on 031 61 54 56 for further clarification about any suppliers.*
Hope & Possibility - Theme: Inclusive not exclusive.

The 5 KM Hope & Possibility Event is an opportunity for people with and without disabilities at all levels of fitness to compete together in a mainstream event. Participants range from Paralympic hopefuls to recently wounded veterans to severely disabled individuals taking part in their first athletic endeavour. Each has the opportunity to be active and achieve - consistent with Achilles' mission that athletic success leads to increased aspiration in all areas of life.

Hope & Possibility in New York attracts 3,500 participants; upwards of 3,000 spectators; hundreds of volunteers and high profile celebrity guests. In 2010, Prince Harry participated, the first Hope & Possibility was held in 2002. There is also a Hope & Possibility in Madison, Wisconsin, and now for the second time an international Hope & Possibility is being held in Auckland's North Harbour Stadium Auckland New Zealand.

Trishia Melli the Central Park Jogger who was raped, beaten and left for dead 20 years ago, initiated the 'Hope & Possibility' Fun Runs. http://wellblog.syracuse.com/2009/04/20/central-park-jogger-30-year-fate.

To coincide with Achilles Hope & Possibility, we are looking to create a fun run that can become a symbolic and forever closure to the completion of students' time in our Achilles Kids program.

We have the ability to focus on their strength, empower and motivate them to live. To the real world we believe that when run successfully Hope & Possibility and Achilles Kids programs can result in significant attitudinal change towards people with disabilities.

With the New Zealand Census identifying that one in five New Zealanders are living with disability, any events that bridge the gap of diversity have got to make this world a better place.

Achilles New Zealand is excited about our future and the change that can occur through the implementation of Hope & Possibility and Achilles Kids. Through seeing people with disabilities make tremendous gains physically, intellectually and socially through physical activities we want to see more people pushing their barriers, enjoying the outdoors and increasing their ability. Hope & Possibility and Achilles Kids gives us the means to promote our vision and get more people thinking in our events and more people familiar with Achilles International.

Every time a person with a disability is recognised in the mainstream world as a full human being that is a victory for humanity.

Goal for Nov 4th 2012 - 400+ participants.
Addition of 10km race.
Purpose

1. The purpose of this report is to respond to local board requests on transport-related matters and to provide information to elected members about Auckland Transport activities.

2. The report provides an update on transport matters for the information of the Upper Harbour Local Board and a register of transport issues in the Board’s area, as collated by Auckland Transport’s Elected Member Relationship Manager North.

Recommendation/s

That the Upper Harbour Local Board:

receives the Auckland Transport Update to the Upper Harbour Local Board for November 2013 report.

Discussion

Update on Local Board Capital Transport Fund

3. The Board has resolved to contribute a total of $674,132, being its full allocation of funding through the Local Board Capital Transport Fund for 2012/2013 and 2013/2014, to the upgrade of Tauhinu Road, Greenhithe, part of the Greenhithe Streets Upgrading Programme promoted by the former North Shore City Council.

4. There have been a number of implementation challenges and there will be a delay in construction beginning. The rehabilitation budget has been brought forward so that money can be assigned to the renewal works in Tauhinu Rd that need to be done in conjunction with the kerb and channel being funded by the Local Board. The design and cost of the rehabilitation is still to be confirmed and agreed.

5. There is a Watercare water main on the western side of Tauhinu Rd. Consent has been requested and given by Watercare, to allow works within this water main area.

6. The design of the stormwater system requires sign off. This is expected to be finalised by January.

7. Further feedback from the Local Board is required in order to finalise the gateway treatment at the motorway end of Tauhinu Rd. Auckland Transport will seek feedback from the Local Board at a workshop in the new year.

8. At this stage it is anticipated that construction will be completed in this financial year.

AT HOP Update

9. AT HOP card can now be used on all Metrolink buses from Sunday 24 November 2013.
10. Passengers who use different services are encouraged to maintain a balance on their purple HOP card in addition to their new AT HOP card until Go West and Waka Pacific launch AT HOP later this year.

11. Customer information including posters (on-board and bus shelter), LINK bus screen, internet and a tear off pad for ambassadors and bus drivers.

12. The launch campaign activity includes ambassadors providing information and assistance to customers as they learn to use the AT HOP card. Ambassadors will also be covering Metrolink outer school bus routes and cross routes where Metrolink buses travel on Go West or Waka Pacific.

13. Information will be posted on the AT HOP website (www.athop.co.nz) as each bus service moves towards launching the card system.

Issues Update

14. The following Issues Update comprises issues raised by Elected Members and Local Board Services staff to 26 August 2013:

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<tr>
<th>Location</th>
<th>Issue</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Avenue/SH17 intersection, Albany</td>
<td>Request for safety assessment of The Avenue/SH17 intersection, Albany.</td>
<td>This project is currently with Road Corridor Operations and Investigation and Design staff for further investigation. There is no further update.</td>
</tr>
<tr>
<td>Kyle Road, Greenhithe</td>
<td>Complaints about process and safety of Kyle Road, Greenhithe.</td>
<td>At the Upper Harbour Local Board meeting on Tuesday, 13 August 2013, a resident of Wicklam Lane, Greenhithe, made a presentation to the Board about the consultation process for the Kyle Road project, the consent granted for a number of vehicle crossing points on to Kyle Road from a recent subdivision, the lack of evidence about the effectiveness of speed tables installed, parking on the berm areas/footpaths and the state of the berm at the corner of Wicklam Lane/Kyle Road. Referred to Investigation and Design, Road Corridor Operations, Road Corridor Access and Parking and Enforcement.</td>
</tr>
<tr>
<td>Sustainable Transport Plan 2006-16</td>
<td>Request as to whether Auckland Regional Transport Authority's &quot;Sustainable Transport Plan 2006-16&quot; had been updated by Auckland Transport.</td>
<td>On 16 August 2013 Local Board staff asked whether Auckland Transport has updated the former Auckland Regional Transport Authority’s “Sustainable Transport Plan 2006-16”, which analysed/forecast in detail passenger transport, walking and cycling and vehicle trips over the period. Referred to Community Transport staff.</td>
</tr>
<tr>
<td>Bluebird Crescent, Unsworth Heights</td>
<td>Request for information regarding legacy North Shore City Council project to provide a walking/cycling link from Bluebird Crescent to Upper Harbour Highway.</td>
<td>On 15 August Member Whyte queried the possible provision of a walking/cycling link being provided from Bluebird Crescent, Unsworth Heights, to Upper Harbour Highway, an old North Shore City Council legacy project. Referred to Community Transport staff.</td>
</tr>
</tbody>
</table>
Consideration

Local Board Views
15. This report is for the Local Board’s information.

Maori Impact Statement
16. No specific issues with regard to the Maori Impact Statement are triggered by this report.

General
17. The activities detailed in this report do not trigger the Significance Policy. All programmes and activities are within budget/in line with the Council’s Annual Plan and LTP documents and there are no legal or legislative implications arising from the activities detailed in this report.

Implementation
18. There are no implementation issues.

Attachments
There are no attachments for this report.

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Melanie Dale - Elected Member Relationship Manager, Auckland Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Anyon - Team Leader Relationship Managers, Auckland Transport</td>
</tr>
<tr>
<td></td>
<td>Eric Perry - Relationship Manager</td>
</tr>
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</table>
Northern Joint Funding Committee

File No.: CP2013/26571

Purpose
1. To seek the local board’s agreement:
   • to re-instate the Northern Joint Funding Committee to oversee the relevant legacy community funding schemes
   • the Terms of Reference for the Northern Joint Funding Committee
   • to nominate a member and an alternate on the Northern Joint Funding Committee.

Executive Summary
2. The Northern Joint Funding Committee was a joint committee established by the five Northern local boards and has decision-making responsibility for the allocation of grants through the legacy community funding schemes.
3. In accordance with Clause 30(7) of the Local Government Act 2002, the committee has been automatically dissolved following the 2013 Local Government elections.
4. The Northern Joint Funding Committee needs to be operational for the 2013/2014 financial year to administer legacy community funding budgets. This report seeks the board’s approval to re-instate the Northern Joint Funding Committee for the rest of the 2013/2014 financial year, approval of the Terms of Reference and appointment of a member and an alternate to the Committee.
5. The establishment of the committee is an interim approach until a region-wide community funding policy is finalised. Financial analysis is currently underway to inform options and a supporting budget structure for the new funding policy. Formal consultation on the draft policy will be undertaken with local boards in 2014.

Recommendation/s
That the Upper Harbour Local Board:

a) Agrees to re-instate the Northern Joint Funding Committee for 2013/2014 to administer the legacy funds as per the Terms of Reference.

b) Endorses the draft Terms of Reference for the Northern Joint Funding Committee.

c) Appoints a member to the Northern Joint Funding Committee for 2013/2014 with appropriate delegated authority to bind the board on decisions relating to the legacy community funding schemes made by the Committee.

Discussion
6. The Northern Joint Funding Committee was a joint committee established by the five northern local boards - Devonport-Takapuna, Kaipatiki, Upper Harbour, Hibiscus and Bays and Rodney Local Boards. It had decision-making responsibility to allocate grants through the legacy community funding schemes.
7. Local boards continue to have full decision-making authority over the Local Boards Discretionary Grants. These schemes were established as part of the interim funding programme, using budgets inherited from legacy community board funding schemes.

8. At its March 2013 meeting, the Regional Development and Operations Committee resolved to continue the Community Assistance Programme for 2013/2014 within unchanged structural and budgetary parameters, while a region-wide Community Funding Policy is in development.

9. This means that, as per previous years, legacy community funding budgets are allocated to sub-regional joint funding committees of local boards, and that the Northern Joint Funding Committee needs to be operational for the 2013/2014 financial year.

10. The previous local board agreed to continue the Northern Joint Funding Committee for 2013/2014, approved amended terms of reference and appointed a member and an alternate to the Committee. Attachment A presents the rationale behind this decision, as well as the details of the funds to be allocated.

11. In accordance with Clause 30(7) of the Local Government Act 2002, the sub-committee was automatically dissolved following the 2013 Local Government elections.

12. Officers recommend that the board re-instates the Northern Joint Funding Committee for the rest of the 2013/2014 financial year, approves the Terms of Reference and appoints a member and an alternate to the Committee.

13. Each of the legacy councils favoured a different approach to investing in their communities, and community grant funding is only one of several mechanisms for making this investment. In April 2013, the Regional Development and Operations Committee requested comprehensive financial analysis of all community development-related spending, including but not limited to the legacy community funding budgets that local boards are administering through the interim programme (RDO/2013/55). The Regional Development and Operations Committee required this work to be completed prior to development of the second iteration of a new Community Funding Policy.

14. The financial analysis is currently underway, and will be reported to the relevant committee early in 2014. It is anticipated that the findings will provide a clearer picture of current budget distribution and show the variation in inherited community investment models in place around the region. This will provide a valuable basis for developing new policy options and outlining the appropriate budget structures to underpin them. Any change to current budget distribution will be proposed as part of the Local Board Funding Policy (not the Community Funding Policy) for implementation as part of the Long Term Plan (from 2015).

15. Officers will be formally engaging with local boards around further development of the region-wide Community Funding Policy in the coming months.

Consideration

Local Board Views
16. The legacy funding schemes are a key way for local boards to support their communities.

Māori Impact Statement
17. The legacy community funding schemes are of general interest to communities and accessible to a wide range of groups, including Māori. No particular implications for the Māori community or Māori stakeholders have been identified as arising from this report.

General
18. The recommendations contained in this report fall within the local board's delegated authority.
Implementation Issues

19. The Northern Joint Funding Committee would administer the following funds:
   - The following legacy North Shore City Council funds:
     - Events Sponsorship Fund
     - Strengthening Communities Fund – Discretionary Grants
     - Strengthening Communities Fund – Facility development
     - Heritage Fund
     - Community board local events fund
   - The following legacy Rodney District Council funds:
     - Heritage Item Assistance Fund
     - Large Grants Fund – Community
     - Large Grants Fund – Youth
     - Large Grants Fund – Recreation
     - Small Grants Fund – Youth
     - Community Grants Scheme
     - Short Term Response Fund
     - Environmental Education Fund
     - Natural Heritage Fund

20. The Northern Joint Funding Committee will hold a meeting early in 2014 to consider procedural matters including but not limited to:
   i) electing a Chair and Deputy Chair
   ii) adopting the Terms of Reference (attached).

Attachments

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<td>A</td>
<td>Agenda report to the local boards May / June 2013</td>
<td>51</td>
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<tr>
<td>B</td>
<td>Draft terms of reference</td>
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Signatories

<table>
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<tr>
<th>Authors</th>
<th>Carole Canler - Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
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Agenda report to the local boards May / June 2013

Community Assistance Programme for 2013 / 2014

Purpose
1. To inform the local board of the resolutions made by the Regional Development and Operations Committee at its March 2013 meeting in relation to the continuation of the Community Assistance Programme for 2013 / 2014 within unchanged structural and budgetary parameters.

2. To seek the local board’s endorsement to continue the current sub-regional governance arrangements to oversee the relevant funding schemes unchanged for 2013/2014, and to up-date the terms of reference of the Northern Joint Funding Committee.

Executive Summary
3. At its March 2013 meeting, the Regional Development and Operations Committee agreed to continue the Community Assistance Programme for 2013/2014 within unchanged structural and budgetary parameters. Community funding budgets for 2013/2014 will be allocated to sub-regional joint funding committees of local boards.

4. As a result of the Regional Development and Operations Committee’s decision to continue the interim funding model for 2013 / 2014, the current decision-making arrangements at sub-regional levels will need to be operational for an additional year. The Southern Joint Funding Committee can continue within current arrangements as per previously resolved by the Board.

5. The Regional Development and Operations Committee also agreed to an operational review of the interim funding model. The purpose of the review is to identify aspects of the 2012 / 2013 interim funding programme that are not working well and take steps to mitigate or minimise these issues for the 2013 / 2014 financial year. The review will be tightly focused on achievable improvements of an operational nature, given the very short timeframe to make changes prior to the commencement of the 2013 / 2014 financial year. Local boards, as key stakeholders, will have the opportunity to participate in this review and will be notified of any changes.

6. As part of these operational changes, minor changes to the legacy funding schemes criteria might emanate from this operational review. In order to implement these changes in time for the first 2013 / 14 funding round, it is recommended that the local board gives authority to the Northern Joint Funding Committee, through the committee’s delegations and terms of reference, to endorse such minor changes to the administration of any relevant funds.

7. Terms of reference with amendments that would implement this authority are included as Attachment B. It is recommended that the local board approves these amended terms of reference. (No other changes to the terms of reference are recommended).

8. A region-wide Community Funding Policy is expected to replace the current interim funding model. Its development has however been delayed, because of the complexity of the range of funding models currently operating across the region, and a lack of consensus on overarching strategic issues. The Regional Development and Operations Committee will consider the way forward for the development of a Community Funding Policy in a report to its April 2013 meeting. This report will subsequently be forwarded to all local boards. Depending on the outcomes of the investigation proposed in the April report, it is envisaged that a new funding policy will be in place for the 2014 / 2015 financial year.
Recommendations
That the [enter LB name] Local Board:

a) receive the Regional Operations and Development Committee’s report on Community Assistance Programme 2013/ 2014 and note the Committee’s decision to continue the interim community funding approach for 2013 / 2014

b) note that relevant community grant budgets will be allocated to sub-regional joint funding committees of local boards

c) note that the Northern Joint Funding Committee can remain operational for the 2013 / 2014 financial year under its current terms of reference, with all decision-making structures and funding schemes remaining unchanged

d) note that Community Policy and Planning staff are undertaking an operational review of the interim Community Funding programme into which local board members will have an opportunity to input

e) approve amended terms of reference of the Northern Joint Funding Committee to make minor changes to the legacy funding schemes criteria, as per Attachment B

f) note that officers will be formally engaging with local boards around further development of the region-wide Community Funding Policy in the coming months.

Discussion

Background

9. Over the last two financial years, an interim funding model has enabled Council to deliver the many legacy contestable funding schemes to communities across the region.

10. Decision-making responsibility to allocate the legacy community funding schemes and the new Local Boards Discretionary Grants funding currently sits with the local boards, while both the Community Development, Arts and Culture and Infrastructure, and Environmental Services departments of Council provide operational support.

11. Where legacy funds sat sub-regionally, the majority of local boards have worked together to disburse grants via geographically-based joint committees or sub-committees. A different approach has been taken in the south, where each sub-regional fund has been divided into separate local budgets with allocations determined by local boards individually. In the Central area, local boards agreed that Waiheke and Great Barrier Local Boards would receive a percentage of the legacy Auckland Council community funds and the entire legacy Natural Heritage fund to administer independently.

12. The five Northern local boards (Kaipatiki, Devonport-Takapuna, Upper Harbour, Hibiscus and Bays and Rodney) have resolved on the establishment of the Northern Joint Funding Committee, as well as on the Committee’s Terms of reference and membership.

13. The Northern Joint Funding Committee administers:
   • the following legacy North Shore City Council funds:
     - Events Sponsorship Fund
     - Strengthening Communities Fund – Discretionary Grants
     - Strengthening Communities Fund – Facility development
Heritage Fund
Community board local events fund

- the following legacy Rodney District Council funds:
  - Heritage Item Assistance Fund
  - Large Grants Fund – Community
  - Large Grants Fund – Youth
  - Large Grants Fund – Recreation
  - Small Grants Fund – Youth
  - Community Grants Scheme
  - Short Term Response Fund
  - Environmental Education Fund
  - Natural Heritage Fund.

14. The committee was directed to establish two subcommittees, largely based on board areas and subdivisions that align with legacy council boundaries. One subcommittee administers legacy North Shore City Council funds and the other subcommittee administers legacy Rodney District Council funds.

15. The available budget for each community funding scheme for the 2013 / 2014 financial year is outlined in the Long Term Plan.

Community Assistance Programme for 2013/2014

16. The Regional Development and Operations Committee considered the Community Assistance Programme for 2013/2014 at its March 2013 meeting. The report can be found in Attachment 1.

17. The Regional Development and Operations Committee resolved to (RDO/2013/32):

a) endorse the continuation of the interim community funding programme for the 2013/2014 financial year, in accordance with current budgets and decision-making delegations, due to the complexity of the range of funding models currently operating across the region, with the expectation that a new funding policy be in place for the 2014/2015 financial year, or before

b) note that Community Policy and Planning staff will work with the relevant stakeholder departments to conduct an operational review of the 2012/2013 interim funding programme, in order to determine and implement feasible changes and improvements for the 2013 / 2014 funding year

c) note that a report will be presented to the committee at its April 2013 meeting, which will:

- define and clarify the ongoing role of the community assistance political working party established by the Committee in May 2012
- seek agreement on the expanded scope of the financial investigation into Council’s investment in community services, further to the political working party’s request in November 2012
- outline a plan for developing long-term community funding policy options
d) forward this report to local boards for their information

e) instruct officers to consult with the Independent Māori Statutory Board (IMS8) on the development of long-term community funding policy options

f) agree that a replacement member of the IMS8 be appointed to the Community Assistance Political Working Party.

18. The Committee’s decision to continue the interim community funding programme for the 2013/2014 financial year was primarily driven by the complexity of the range of funding models currently operating across the region. The Committee expects that a new funding policy be in place for the 2014 / 2015 financial year, or before. The development of this new funding policy is discussed in more details later in this report under the section entitled ‘Long-term community funding policy’.

Governance consideration

19. The continuation of the interim community funding programme for the 2013/2014 financial year does not affect budgets or decision-making delegations. Budgets will be allocated to sub-regional joint funding committees of local boards.

20. The Northern Joint Funding Committee has been set up, and members appointed, without any time limit. The Committee is therefore operational and can administer the relevant community funds during the 2013/2014 financial year. In accordance with Clause 30(7) of the Local Government Act 2002, the sub-committee will be automatically dissolved following the 2013 Local Government elections. Its re-instatement, as well as its membership, will need to be considered after the elections.

21. It is proposed that the membership remains unchanged until the completion of the 2013 Local Government elections.

22. It is also proposed that the delegations of the Northern Joint Funding Committee be amended to include the endorsement of minor amendments to inherited scheme criteria that might result from the operational review described below, and notably the discussion with members from the Northern Joint Funding Committee. This change in delegations would enable feasible improvements to the schemes to be implemented without any delay and in time for the first funding rounds in 2013 / 14. Amended terms of reference that would allow this are attached as Attachment B. The proposed amended wording is included in track changes.

Operational review

23. At its March 2013 meeting, the Regional Development and Operations Committee agreed to an operational review of the interim funding model. The purpose of the review is to identify any aspect of the 2012 / 2013 interim funding programme that are not working well and take steps to mitigate or minimise these issues during the 2013 / 2014 financial year.

24. Community Policy and Planning staff will work with the local boards and relevant stakeholder departments to conduct an operational review of the 2012/2013 interim funding programme, in order to determine and implement feasible changes and improvements for the 2013 / 2014 funding year.

25. Issues identified may be primarily operational (e.g. application forms), or primarily policy-related (e.g. legacy scheme criteria). They may be unique to one team or area (e.g. receipting of applications), or be programme-wide (e.g. reporting on the grants programme to local boards). Problems may be newly emerging, be inherited from
legacy schemes, or have come about as an unforeseen result of the ‘operational improvements’ introduced last year (reported to all local boards in May 2012). The problems of most interest are those that can be fixed within the existing resources and timeframe for the next funding round, without changing the intent of the inherited schemes or the budget structure, or reducing community access to funding.

26. Local board members on the community assistance political working party have indicated that some inherited funding scheme criteria are overly restrictive, add no value and limit the board’s flexibility to respond to community needs. Minor changes to funding scheme criteria (those that do not change the intent of the funding schemes or the community’s ability to access the funds) are within the scope of the operational review.

27. Engagement with the local boards will aim to identify any problems identified with the 2012/13 funding programme, and to seek suggestions for operational changes and improvements for the 2013/2014 funding year. Engagement will be facilitated via three avenues:

- Community Policy and Planning staff will contact the Local Board Relationship Managers seeking feedback.
- Community Policy and Planning staff will meet with the Northern Joint Funding Committee in May to discuss any minor amendments they may wish to make inherited scheme criteria within the scope of the review, and discuss other operational changes proposed by review participants.
- Local Board Services officers will take part in the working group overseeing the operational review.

28. Any improvements that result from the operational review should bring Council closer to region-wide best practice in the management of grant programmes, and will be reported to the Board in the form of an information memo in June 2013.

Long-term community funding policy

29. A region-wide Community Funding Policy is intended to replace the current interim funding model. The development of this single policy has proved more challenging than initially envisaged. Its development has been delayed, because of the complexity of the range of funding models currently operating across the region, and the lack of consensus on overarching strategic issues (such as determining ‘equity’ in the distribution of funding budgets and the appropriate split between local and regional funding and activities).

30. In May 2012, the Regional Development and Operations Committee resolved to defer the delivery of the new funding policy and programme until 2013/14 to allow time for further development of the proposed funding programme, including the distribution of budgets and decision-making powers between regional and local funds and between local boards (RDO/2012/89).

31. The Regional Development and Operations Committee will consider a report on the long-term community funding model at its April 2013 meeting. This report will:

- define and clarify the role and responsibility of the community assistance political working party established by the Committee in May 2012 and which includes seven representatives from local boards
- seek agreement on the expanded scope for the financial investigation into Council’s investment into community services, further to the political working party’s request in November 2012
32. Subsequent to the Regional Development and Operations Committee resolving on these issues, the report will be presented to the Board in May / June.

**Consideration**

**Local Board Views**

33. Local boards are key to the Community Assistance Programme. While local board members have not been consulted specifically on the options for community funding 2013 / 14, their views have been gathered on the issue of community funding policy in several instances and have been taken into account as part of the recommendations to the Regional Development and Operations Committee.

34. We note that some local boards have expressed their frustration at the lack of progress with the development of a single regional policy.

**Māori Impact Statement**

35. The legacy community funding schemes are of general interest to communities and accessible to a wide range of groups, including Māori. No particular implications for the Māori community or Māori stakeholders have been identified as arising from this report.

**General**

36. The recommendations contained in this report fall within the local board’s delegated authority.

**Implementation Issues**

37. The operational review of the community funding model is expected to be completed in June 2013. All public facing changes will be in place before the first funding rounds open for 2013 / 2014. Internal changes will be implemented progressively between May and October 2013. The timeframe for the review, as detailed in the report in Attachment 1, is ambitious and affects what can reasonably be addressed through this review. This timeframe also means that local boards’ involvement needs to happen rapidly. This engagement will be facilitated during April / May, and may in some instances precede the consideration of this report.

38. The operational review of the community funding model does not require formal decision-making. Community Policy and Planning staff will be presenting the outcomes of the review to local boards by way of an information memo in June 2013, explaining how feasible changes are being implemented, and giving reasons for any changes that cannot be made. Issues raised that cannot be resolved during the review period or implemented during the 2013 / 2014 financial year will be recorded and will either feed into the development of long-term policy options or inform on-going business improvement initiatives.

39. Minor changes to inherited schemes criteria will be discussed and formally resolved upon at the extraordinary meetings of the joint subcommittees in May. As discussed, this requires the delegations to the Joint Funding Committees to be amended to include the endorsement of such changes.
Draft terms of reference

1. Purpose

The purpose of the Northern Joint Funding Committee is to implement the interim community funding model and deliver sub-regional community funding for communities in the Devonport-Takapuna, Kaipatiki, Upper Harbour, Hibiscus and Bays and Rodney Local Board areas.

2. Status

The Northern Joint Funding Committee is a joint committee of the Devonport-Takapuna Local Board, Kaipatiki Local Board, Upper Harbour Local Board, Hibiscus and Bays Local Board and Rodney Local Board, as per cl.30, Schedule 7 of the Local Government Act 2002 and s.29 of the Local Government (Auckland Council) Act 2009.

3. Decision-making responsibilities (delegations)

The Northern Joint Funding Committee is responsible for:

- The following legacy North Shore City Council funds:
  - Events Sponsorship Fund
  - Strengthening Communities Fund – Discretionary Grants
  - Strengthening Communities Fund – Facility development
  - Heritage Fund
  - Community board local events fund

- The following legacy Rodney District Council funds:
  - Heritage Item Assistance Fund
  - Large Grants Fund – Community
  - Large Grants Fund – Youth
  - Large Grants Fund – Recreation
  - Small Grants Fund – Youth
  - Community Grants Scheme
  - Short Term Response Fund
  - Environmental Education Fund
  - Natural Heritage Fund

- Making minor changes to the inherited criteria for the relevant funding schemes for the area, with the view to better respond to community needs. Minor policy changes are changes that do not alter the intent of the funds or the community’s ability to access these funds.

- Advocacy to, and liaison with, the Governing Body and Auckland Council CCOs regarding the contestable sub-regional funding of community groups, events and facilities within the legacy North Shore City Council and Rodney District Council areas.

4. Membership

Membership of the Northern Joint Funding Committee is as follows:

Members
One member of the Devonport-Takapuna Local Board, to be appointed by the Devonport-Takapuna Local Board.

One member of the Hibiscus and Bays Local Board, to be appointed by the Hibiscus and Bays Local Board.

One member of the Kaipatiki Local Board, to be appointed by the Kaipatiki Local Board.

One member of the Rodney Local Board, to be appointed by the Rodney Local Board.

One member of the Upper Harbour Local Board, to be appointed by the Upper Harbour Local Board.

Chairperson and deputy chairperson

The committee shall elect a chairperson and deputy chairperson from within its membership.

Alternative members

Each local board may nominate one alternative member who may act as a member of the committee in the event that the member appointed to the committee by that local board is unable to attend a committee meeting or workshop.

5. Quorum

The quorum for a meeting or workshop of the committee is 3 members.

6. Frequency of meetings

The committee shall meet on an ad hoc basis and will determine its own schedule of meetings.

7. Directions to the committee

Subcommittees

The Northern Joint Funding Committee must appoint two sub-committees as follows:

i) One subcommittee with the following membership:
   - Two members of the Devonport-Takapuna Local Board, to be appointed by the Devonport-Takapuna Local Board.
   - Two members of the Kaipatiki Local Board, to be appointed by the Kaipatiki Local Board.
   - Two members of the Upper Harbour Local Board, to be appointed by the Upper Harbour Local Board.
   - Two members of the East Coast Bays subdivisions of the Hibiscus and Bays Local Board, to be appointed by the Hibiscus and Bays Local Board

The Northern Joint Funding Committee must delegate to this subcommittee the responsibility for:

- Decision-making on grants from the following legacy North Shore City Council funds:
  - Events Sponsorship Fund
  - Strengthening Communities Fund – Discretionary Grants
  - Strengthening Communities Fund – Facility development
  - Heritage Fund
• Making minor changes to the inherited criteria for the relevant funding schemes for the area, with the view to better respond to community needs. Minor policy changes are changes that do not alter the intent of the funds or the community’s ability to access these funds.
• Advocacy to, and liaison with, the Governing Body and Auckland Council CCOs regarding the funding of community groups, events and facilities within the legacy North Shore City Council area.

ii) One subcommittee with the following membership:
• Two members of the Hibiscus Coast subdivision of the Hibiscus and Bays Local Board, to be appointed by the Hibiscus and Bays Local Board.
• Two members of the Rodney Local Board, to be appointed by the Rodney Local Board.

The Northern Joint Funding Committee must delegate to this subcommittee the responsibility for:
• Decision-making on grants from the following legacy Rodney District Council funds:
  o Heritage Item Assistance Fund
  o Large Grants Fund – Community
  o Large Grants Fund – Youth
  o Large Grants Fund – Recreation
  o Small Grants Fund – Youth
  o Community Grants Scheme
  o Short Term Response Fund
  o Environmental Education Fund
  o Natural Heritage Fund

• Making minor changes to the inherited criteria for the relevant funding schemes for the area, with the view to better respond to community needs. Minor policy changes are changes that do not alter the intent of the funds or the community’s ability to access these funds.

• Advocacy to, and liaison with, the Governing Body and Auckland Council CCOs regarding the funding of community groups, events and facilities within the legacy Rodney District Council area in the 2012/13 financial year.

Allocation of NSCC Community Board Local Events Fund

The committee must allocate the legacy North Shore City Council Community Board Local Events Fund to the Devonport-Takapuna, Kaipatiki and Upper Harbour Local Boards and the East Coast Bays subdivision of the Hibiscus and Bays Local Board on a per capita basis.
Appointments to Outside Organisations

File No.: CP2013/27689

Purpose
1. To appoint board members to be representative to outside organisations and community networks within the local board area, including local Mainstreet or Business Improvement District (BID) executive committees, and Local Government New Zealand (LGNZ).

Executive Summary
2. Elected members participate on management, governance or networking groups in outside organisations for a number of reasons. This report provides details of the organisations and networks relevant to the local board. It includes the appointment delegated to the local board by the governing body (Resolution GB/2013/126).
3. This report provides details of the appointments and outlines the relevant appointments for the board’s consideration.

Recommendation/s
That the Upper Harbour Local Board:
a) Allocates board members to outside organisations and community networks, as listed below:

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<td><strong>Associations</strong></td>
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<td>Local Government New Zealand Zone One</td>
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<td><strong>Business Associations</strong></td>
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<td><strong>Stakeholder groups</strong></td>
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<td>Rosedale Sports Trust</td>
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<td>North Shore Heritage Trust – joint appointment Devonport-Takapuna, Kaipātiki, Upper Harbour and Hibiscus and Bays)</td>
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Discussion
4. A number of external organisations provide for the formal participation of elected members in their affairs. Elected member appointees will have a variety of duties and liabilities depending on the individual organisation. Board members may provide updates of their activities with their allocated organisations at local board meetings.
5. The reasons for participation in external organisations can be described in a number of ways:
   - a trust deed of an organisation providing for the council to appoint a trustee
   - an organisation of interest to the council simply inviting representation at its meetings
6. At the commencement of each triennium, committees and local boards recommend appointments to outside organisations as appropriate, and the governing body reviews and either makes the appointments it sees fit or delegates the remaining appointments to local boards. At the end of each triennium, appointments to outside organisations must be reviewed by the appropriate officers as to current relevance, and a recommendation made to the appointing body as to whether or not representation should be continued.

7. During the interregnum, all outside organisations that the board historically made appointments to were contacted to:
   - better understand the purpose of the organisation
   - define and clarify its relationship with council
   - understand the role of the elected member with the organisation, and
   - clarify the time commitment expected.

8. A brief summary of the responses from the outside organisations who responded is set out in Attachment A.

9. In the event that further requests for board representation are received from other organisations, these will be brought to the board at a future business meeting.

10. It is recommended that the board appoint one representative and an alternate for each organisation and community network listed in the recommendations.

11. In making decisions about these appointments, it is suggested that local boards are mindful of:
   - historical relationships
   - relevance and interest
   - time commitment
   - potential for a conflict of interest
   - relevance to and inter-relationship with the portfolio within which the organisation falls.

12. In addition, the governing body has delegated joint appointment to the North Shore Heritage Trust to the Devonport-Takapuna, Kaipātiki, Upper Harbour and Hibiscus and Bays local boards (Resolution GB/2013/126). Once each board has considered the issue, the boards will need to resolve the issue if there is more than one nomination received. In the last triennium, the boards' representative on the Trust was Dianne Hale.

Local Government New Zealand

13. Membership of Local Government New Zealand Zone One (i.e. Auckland and Northland) Committee includes a representative from each of the 21 local boards.

14. Each local board needs to consider selecting their representative and an alternate. Meetings take place four times a year, with the venue shared for meetings is across the entire Zone One area.
15. Further information on LGNZ is available in Attachment B.

**BID Partnership Programmes**

16. There are 46 Business Improvement District (BID) Partnership Programmes operating within the Auckland region. The programme provides a focal point for local business clusters to assist and help themselves in creating local employment opportunities. It provides a means for local innovation and economic growth. Details of the programme and the role of the local boards are provided in Attachment C.

17. There is one local Mainstreet or Business Improvement District in the Upper Harbour Local Board area.

18. The local board has a day-to-day relationship with the business associations as a joint partner in the BID Partnership Programme. The local board will work with the business associations to align the direction for the BID programme and local priorities expressed in the Local Board Plan. The local board will receive regular reporting on the BID Partnership Programme and review progress against objectives.

19. It is recommended that the local board appoints a local board member and an alternate on each business association to represent the local board regarding all matters relating to the business association.

20. The business association may invite the appointed member onto the BID Governance Board or Executive Committee. The discretion on whether this member has voting rights will lie with the business association under the rules of their constitution.

**Consideration**

**Local Board Views**

21. This report seeks the local board’s decision on representatives to outside organisations and community networks.

22. The decisions in this report fall within the local board’s delegated authority.

**Maori Impact Statement**

23. This report has no specific impact on Māori. It covers appointments of local board members to outside organisations and community networks to represent the view of local communities, including Māori communities.

**General**

24. Members are delegated in their capacity as elected local board members. Should they no longer be a local board member, their nominations would be automatically repealed.

25. Elected representatives may be part of any organisation in their private capacity and personal interests.

26. Elected representatives are encouraged to disclose memberships to external organisations in the conflict of interest register.

**Implementation Issues**

27. The venues for Local Government New Zealand Zone One meetings are shared across the entire Zone One area, and members may incur some travel costs as a result of appointment.
## Attachments

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<td>A</td>
<td>Upper Harbour Appointments to Outside Organisations</td>
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<td>C</td>
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## Signatories

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<tr>
<th>Authors</th>
<th>Andy Roche - Local Board Advisor</th>
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<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
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<td>Name of Organisation</td>
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Business Improvement District Partnership Programme

Information on the BID Partnership Programme can be found at http://www.aucklandcouncil.govt.nz/EN/AboutCouncil/businessandeconomy/Pages/businessimprovementdistrictpartnershipprogramme.aspx

What is a Business Improvement District (BID) Partnership Programme?

A Business Improvement District Programme operates in a precisely defined geographical area within which the businesses have voted to invest collectively in local improvements to enhance their business environment, and to collaborate with Council to achieve this. The programmes do not replicate services already provided by Council; rather they channel the capabilities and knowledge of the private sector to improve outcomes and achieve common goals.

The BID Partnership Programme as defined by the Auckland Region Business Improvement District Policy 2011 is a public-private partnership between Business Associations that have a commitment to develop their local business environment and Auckland Council which has the ability, under the Local Government (Rating) Act 2002, to collect a targeted rate to fund the BID Partnership Programme. The partnership approach goes deeper than the purely financial relationship between the parties – all the parties involved are seeking positive economic outcomes and understand that a collaborative approach is necessary to achieve aspirational goals.

Visit the following link to view the full policy: http://www.aucklandcouncil.govt.nz/EN/planspoliciesprojects/councilpolicies/bidpolicy/Document/businessimprovementdistrictpolicy.pdf

The Auckland approach to BID programmes is based on a partnership model. Feedback from stakeholders indicated that this approach offers the best chance of achieving positive business and economic outcomes at both a regional and local level.

The nature of the relationship between Auckland Council and Business Associations is defined by the BID Partnering Agreement signed by Auckland Council and the Business Association. A Memorandum of Understanding between a local board and a business association may also be used; this is an optional tool and it is up to the two parties to decide whether they need one to define their relationship.

It is expected that both the business sector and Auckland Council (through the local boards) will engage in activities (either jointly or separately) that enhance business improvement outcomes at a local level.

The BID Partnership Programme is an evolution of the earlier Mainstreet thinking, with the main difference that Mainstreet is primarily focused on initiatives in the retail sector located in a town centre while BID Partnership Programmes are inclusive of all business types (including retail, commercial and industrial businesses) operating within a geographic area.

A BID Partnership is inclusive of all businesses, independent of scale, location or ownership. Industrial BID Partnership Programmes have also developed in Auckland. These reflect the concerns and needs of commercial and industrial business and property owners, often with a focus on business networking and development, security, innovation, transport, skills and training. The BID Partnership Programme is designed as a flexible framework to suit all business needs.

Currently there are 46 BID Partnership Programmes operating within the Auckland region with many other business areas expressing an interest in involvement with the BID Partnership Programme. The programme provides a focal point for local business clusters to assist and help themselves in creating local employment opportunities. It provides a means for local innovation and economic growth.
Auckland Council encourages the establishment of BID Partnership Programmes and supports the implementation of the programme because of the contribution local communities make to the economic wellbeing of the region as a whole. Importantly, the Policy outlines a clear democratic process to ensure all parties involved in the establishment of a new BID Partnership Programme are treated equitably in decision making.

While a primary focus of the BID Partnership Programme is to deliver local economic development outcomes, the approach also provides a catalyst for Business Associations to advocate to Auckland Council for appropriate infrastructure to support business activity and contributes a business perspective for Auckland Council and local board policies and initiatives. The policy recognises the role that local boards play as influencers and enablers within their local board areas.

**What Business Improvement District Partnership Programmes Can Do**

Business associations are encouraged to have an in-depth understanding of the particular needs of their business community. They represent their business members - the rate paying property owners and business owners within the defined BID Partnership Programme area.

The BID Partnership Programme allows for a wide range of activities that could be undertaken by Business Associations with the provisos that:

- The activities they chose are relevant for their business community and;
- The activities are not already being undertaken as part of Council’s responsibilities under the general rating provision.

Business associations set their own strategic (three to five years) and annual business plans to determine the business association’s priorities and inform projected budget allocations, and can choose to focus their initiatives in any direction that supports the aims and objectives of the business association’s members.

An important aspect of the BID Partnership Programme is that 100% of the BID target rate collected goes to the Business Association.

**Local Boards Role**

The local boards have the day-to-day relationship with the business association as a joint partner in the BID Partnership Programme. They will:

- work with the business associations to align the direction for the BID programme taking into account local priorities as established through the local board plan process.
- receive regular reporting on the BID Partnership Programme and review progress against objectives.
- appoint a local board member to represent the local board regarding all matters relating to the Business Association. The business association may invite the appointed member onto the BID Governance Board or Executive Committee. The discretion on whether this member has voting rights will lie with the business association under the rules of their constitution.
- receive, along with the business association, the annual business plan for BID programme activities. Following acceptance of the business plan, the local board will recommend to the governing body to strike the BID rate. Although the local board has oversight of the BID Partnership Programme, it does not have the right to amend the detail of the BID Partnership Programme’s budget when it comes before them as part of the annual reporting process.
Local boards may also take the following roles:

- Local boards may approve additional funding at their discretion. This would be by way of grants for specific projects or initiatives.

- Liaising between council departments, CCOs and business associations. If possible, the local board will inform the BID of any council or CCO plans, operations or works that are likely to affect the BID.

- Advocating to council departments and CCOs on behalf of business associations, where appropriate

- Acting as a liaison point or conduit for the relationship with the BID Partnership Programme and the local community

A proposal to establish a new BID Partnership Programme or to expand or reduce an existing BID Partnership Programme needs the approval of the local board.

Some BID Partnership Programmes are interested in applying for contracts to supply services to the local board. Any procurement would need to be handled through the normal procurement processes of Auckland Council, i.e. the business association would need to register as a supplier, express an interest and quote for contracts.

A business association that is not a partner in a BID programme can also approach their local board and ask for support or for a targeted rate to be struck for specific local projects.
Local Government New Zealand

Local Government New Zealand (LGNZ) is an incorporated society based in Wellington. LGNZ provides a link between the activity and policy work of local government and the same activity undertaken by central government. A key role of LGNZ is to bring together the diverse views of the local government sector to provide a national voice to central government.

All local authorities are voluntary members of LGNZ, and membership entails an annual subscription to fund LGNZ activities.

Structure of Local Government New Zealand

The different tiers within LGNZ are set out below with a brief explanation of the function:

- National Council – The LGNZ organisation is governed by a 15 person National Council, with members elected for a three-year term. The president and the other 14 members are elected from the country’s local government groupings to ensure both geographical and sector representation.

- Zone one – New Zealand is divided into six zones, with local authorities in Auckland and Northland being part of Zone One.

- Following the Auckland local government amalgamation, LGNZ Constitution was amended to enable local board members to become part of the Zone One Committee. There are generally four meetings each year, at different locations throughout the zone.

- Sectors – The following three sectors bring together councils by type: metropolitan involving the 10 largest councils, including Auckland Council; regional and unitary; and rural / provincial.

- Community Boards Executive Committee – The executive committee is an advisory group to the LGNZ national executive and ensures that the interests and voice of Community Boards is heard at the national level. There are no community boards for the Auckland region.
Developing the Local Board Plan

File No.: CP2013/27159

Purpose
1. The purpose of this report is to formally commence the process to develop a new local board plan (LBP) by the statutory deadline of 31st October 2014.

Executive Summary
2. The board reflected on the utility and attributes of the current LBP and provided its initial views on how it wished to develop the 2014 – 2017 LBP, at a workshop held on 12 November 2013.
3. This report briefly:
   - overviews the statutory objectives of, and requirements for, the preparation of the LBP
   - asks the board to confirm that it:
     - will use an amended version of the two stage process used during the first triennium to develop its LBP
     - will use the 2011 LBP as the starting point for developing the 2014-2017 LBP
     - wishes to develop an additional priority, focusing on its community’s expectations for Auckland Council’s accountability to Upper Harbour residents
     - wishes to undertake initial engagement with its community, primarily via electronic means
   - suggests a number of additional issues identified post the workshop, which the board may wish to consider for scoping and possible inclusion in the LBP.

Recommendation/s
That the Upper Harbour Local Board:
a) Confirms the use of the vision and priorities set out in the 2011 local board plan as the starting point for the development of the 2014-2017 local board plan.
b) Identifies any additional priorities, key projects or initiatives it wishes to include in the material for the first round of informal engagement.
c) Confirms that the approach set out in the agenda report for the first round of informal engagement is correct.
d) Delegates responsibility for signing off the first round engagement plan to the Chairperson and Deputy Chairperson, by 31 January 2014.

Discussion
Statutory Requirements
4. Section 20 of the Local Government (Auckland Council) Act 2009 requires each local board to prepare a new LBP for adoption by 31 October 2014. In summary, the LBP’s purpose is to:
• reflect the priorities and preferences of the local community on the level and nature of local activities provided by Auckland Council
• identify community interests and preferences for input into regional strategies, policies, and bylaws
• provide a basis for developing the local board agreement for each of the following three years
• to inform the development of the next Long Term Plan
• provide a basis for accountability of the local board to its communities
• provide an opportunity for people to participate in decision-making processes on the nature and level of local activities to be provided by council, within the local board area.

5. Local boards must use the special consultative procedure (SCP) to consult on their draft LBPs. The LBP is developed and owned by the board and does not require governing body approval.

6. For the local board and its community, the LBP is a strategic document that guides decision-making and service delivery over the life of the LBP and beyond.

Developing the LBP

7. The process used to develop all 21 LBPs has been reviewed and a number of systemic process improvements identified, which have been incorporated into the planning for the LBP.

8. It is intended that the 2014-2017 LBP will be a document that is:
• used and referred to by multiple audiences
• used to shape and influence forward work planning (proactive not reactive)
• clearly identifies community and board priorities to key audiences
• sets out clear, robust objectives that support accountability both for decision-makers and for council.

Timeline

9. Based on the experience and learnings from the first triennium, the timeline set out below is suggested:

<table>
<thead>
<tr>
<th>Indicative timeline</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2013 / February 2014</td>
<td>Information gathering: review current LBP and departmental work programmes, analysis of what other plans/projects, written material that may benefit the development of the LBP and research.</td>
</tr>
</tbody>
</table>
| December 2013 | Initial guidance by the local board on:  
• The process it wishes to adopt to develop the new LBP  
• The use of the 2011 LBP as starting point  
• Possible additional issues to be considered for inclusion  
• The approach it wishes to take for the first stage engagement with its community |
<p>| January 2014 | All informal consultation material produced. |</p>
<table>
<thead>
<tr>
<th>Indicative timeline</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 2014</td>
<td>Informal engagement and consultation.</td>
</tr>
<tr>
<td>March 2014</td>
<td>Analysis of informal engagement and consultation.</td>
</tr>
<tr>
<td>April/May 2014</td>
<td>Draft LBP produced. Local board approves draft LBP for formal (SCP) consultation.</td>
</tr>
<tr>
<td>June 2014</td>
<td>Undertake SCP for LBP (at least one calendar month).</td>
</tr>
<tr>
<td>July 2014</td>
<td>Analysis of submissions.</td>
</tr>
<tr>
<td>August 2014</td>
<td>Undertake hearings.</td>
</tr>
<tr>
<td>September 2014</td>
<td>Produce final LBP based on SCP and hearings.</td>
</tr>
<tr>
<td>October 2014</td>
<td>Adoption of LBP.</td>
</tr>
<tr>
<td>Post October 2014</td>
<td>LBP used as ‘starting point’ for development of the 2015-2016 local board agreement.</td>
</tr>
</tbody>
</table>

10. This suggested timeline has some flexibility, provided that the statutory adoption deadline of 31 October 2014 is met. This flexibility may be important if there are other issues that the board wishes to consult the community on, as it will enable combined consultation to be considered where feasible. This should both reduce costs and serve to reduce ‘consultation fatigue’ when it is possible.

Community preferences and priorities

11. The 2011 LBP set out a vision for the board’s area and identified a series of community priorities. At its workshop on 12 November 2013, the board indicated that it supported the retention of the current vision and community priorities.

12. Based on the board’s workshop discussions, the current vision and community priorities will be carried forward for incorporation into the first round of engagement. In addition a further proposed priority will be included which articulates the board’s collective position on advocating for:
   - a more fiscally responsible council
   - investment of a greater proportion of locally raised rates in the Upper Harbour area
   - greater control of services at the local level.

13. Over the last triennium there were a number of council-wide and Upper Harbour specific consultations. Officers are currently reviewing this material to see what information and comments potentially relevant to the LBP were received.

14. All planned engagement up to the time that the draft LBP is adopted by the board will also be reviewed for its relevance to the new LBP.

Key projects and initiatives

15. There are a number of projects and key initiatives set out in the first triennium LBP that have yet to be completed. Where these projects are expected to be completed after the adoption of the 2014-2017 LBP, they will be ‘carried forward’ into the draft LBP.
16. Based on a review of past petitions, deputations and public forum attendances at board meetings, the following issues have been identified as ones the board may wish to consider scoping for possible incorporation in the 2014-2017 LBP:

- children’s playground Schnapper Rock sub-division
- North Shore Memorial Park – transformation into a botanic memorial park
- waste minimisation initiatives
- Whenuapai – roading and footpath initiatives
- transport safety initiatives
- youth related initiatives
- Albany Racquet Sports Village – investment and support by the board.

17. In the period since amalgamation, issues have largely been considered either regionally or locally at individual board level. Experience now suggests that there may be some issues that are better considered sub-regionally. Sub-regional or ‘multi-board’ consideration may be appropriate where a facility or service organisation serves two or more adjacent boards’ communities. Such sub-regional or multi-board issues are suggested as something that should be considered for inclusion in the 2014-2017 LBP as a specific discussion point as to how boards could work collaboratively regarding these types of activities.

**Engagement**

18. At the 12 November workshop, the board reflected on the effectiveness and ‘reach’ of past community engagement exercises undertaken during the first triennium. Based on the board’s informal views, stage one engagement for the 2014-2017 LBP will be undertaken through:

- encouraging the community to:
  - come to board meetings and address the board via public forums and deputations
  - approach board members directly in the community and via board members’ existing links with community groups and associations
- utilising the Upper Harbour community’s high level of internet access by:
  - using social media, such as the board’s Facebook page
  - asking the board’s stakeholder organisations to ‘pass on’ email messages to their members
  - developing an Upper Harbour Peoples’ Panel
  - seeking views and feedback via online surveys and forums.

19. Discussion indicated that many residents of Upper Harbour may not have English as a first language. Plans for engaging a wider group of residents such as these are currently being examined as part of the online engagement plan.

20. In order to pool resources and minimise potential consultation fatigue, work is underway to determine effectiveness of a joint approach to iwi engagement.

**Consideration**

**Local Board Views**

21. The local board is the sole decision-maker in the preparation and adoption of the LBP.
22. Māori as mana whenua and mataawaka in the board’s rohe are key stakeholders in the board’s LBP and it is intended to actively engage with them over the LBP’s preparation. At the local level the development and implementation of the LBP provides a substantial opportunity to support the attainment of the Auckland Plan’s outcome of “A Māori identity that is Auckland’s point of difference in the world” and a number of the subsidiary transformational shifts that are particularly relevant to Māori.

General
23. The LBP will form the overarching framework within which the local board takes decisions on local activities for which it is responsible, and its advocacy role to the governing body and the CCOs, for the three years subsequent to its adoption.

Implementation Issues
24. Successful implementation of the board’s LBP relies upon three interdependent factors, namely:

- sufficient funding being appropriated through the Long Term Plan, and to successive Annual Plans, as part of the board’s annual agreement with the governing body
- each key initiative and priority being supported by effective and efficient project management to ensure its timely delivery
- the board undertaking effective advocacy for those aspects of the LBP for which it is not the primary decision-maker.

Attachments
There are no attachments for this report.

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Andy Roche - Local Board Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Local board agreement 2014/2015

File No.: CP2013/27987

Purpose
1. This report seeks agreement from the Local Board on content for the draft Annual Plan 2014/2015 (including the draft Local Board Agreement 2014/2015) and a draft Fees and Charges Schedule.
2. The report also provides information on the next steps in the process to finalise local board budgets and agreements for 2014/2015.

Executive Summary
3. For each financial year, Auckland Council must have a local board agreement (as agreed between the governing body and the Local Board) for each local board area.
4. The draft local board agreement is largely based on year three of the Long-term Plan 2012-2022\(^1\) (LTP) and reflects the priorities in the local board plan, shows intended provision of local activities, and the capital and operating expenditure required to fund these activities. A separate consultation section has been developed to identify any proposed budget changes and to highlight any new areas of advocacy for 2014/2015.
5. The draft local board agreement must be included in Auckland Council’s draft Annual Plan 2014/2015, which the governing body will meet to adopt on 19 December to be released for public consultation on 23 January 2014.
6. A summary of the draft Annual Plan 2014/2015 must also be prepared as part of the consultation. The summary will contain both regional and local board specific information. The local information focuses on the local priorities for 2014/2015 and what might change from year three of the LTP.
7. Following the consultation phase, each local board will reconsider its agreement and budget for 2014/2015 and, if required, reprioritise proposed local activities within its fiscal envelope before adopting a final local board agreement in June 2014. The governing body will adopt Auckland Council’s Annual Plan 2014/2015, including 21 local board agreements, on 26 June 2014.
8. Local fees and charges schedules will be finalised in May 2014. A draft schedule is provided for agreement by the Local Board to support draft financial statements. The Community Development Arts and Culture department (CDAC) are currently reviewing a fees and charges model and will commence engagement with local boards in December 2013.
9. A review of the capital expenditure programme is currently underway by the operations division to improve long term delivery and prioritisation of capital projects. Engagement with local boards on a re-forecasted capital project delivery programme will commence in early 2014. Financial statements included in this draft local board agreement remain based on year three of the LTP, adjusted to reflect approved budget changes since the adoption of the LTP.

Recommendation/s
That the Upper Harbour Local Board:

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\(^1\) 2014/2015 financial statements reflect reprioritisations made during the 2013/2014 annual planning process and revised budgets endorsed by the Budget Committee on 21 November 2013 to achieve a 2.5% rates increase for 2014/2015.
a) agrees the local content for the draft Annual Plan 2014/2015, including:
   i) draft Local Board Agreement 2014/2015 (including intended level of service provision and financial statements)
   ii) introduction to the draft Local Board Agreement (including chairs message and proposed changes for consultation).

b) agrees the draft Fees and Charges Schedule 2014/2015.

c) delegates the Chairperson authority to make any final minor changes to the local board content for the draft Annual Plan before it is released for public consultation, and to the summary of the draft Annual Plan 2014/2015.

Discussion

10. The Governing Body will meet to adopt the draft Annual Plan 2014/2015 on 19 December 2013, which must include the draft local board agreement for each local board.

11. This report seeks approval of local board content for the draft Annual Plan 2014/2015 and agreement of draft local fees and charges for 2014/2015. It also provides information on the process that will be followed to finalise the local board budgets and agreements for 2014/2015 following public consultation.

12. The resolutions of this meeting will be reported to the Governing Body on 19 December 2013, when it meets to adopt the draft Annual Plan 2014/2015 for consultation.

13. Local board financial statements are based on year three of the LTP and adjusted to reflect revised budgets endorsed by the Budget Committee on 21 November 2013 to achieve a reduced rates increase of 2.5% for 2014/2015, as well as other approved budget changes since the adoption of the LTP.

14. Whilst operational savings are reflected in revised budgets, these changes will not impact service levels.

Draft Annual Plan 2014/2015 content

15. The draft Annual Plan 2014/2015 content includes:

   a) the draft Local Board Agreement 2014/2015 which outlines:
      i. a description of each group of local activities
      ii. key initiatives planned for 2014/2015
      iii. intended levels of service provision
      iv. financial statements
      v. capital projects list.

   b) an introduction to the draft Local Board Agreement which outlines:
      i. a message from the chair
      ii. areas for consultation with local communities
      iii. proposed budget changes
      iv. new advocacy areas for 2014/2015
      v. about the local board area
      vi. local board plan priorities.

16. Community, development, arts and culture performance measures were reviewed this year to improve clarity. This resulted in the removal of two performance measures and amendment to wording of six other performance measures.
Draft Annual Plan 2014/2015 summary

17. A summary of the draft Annual Plan 2014/2015 must be prepared as part of the consultation. Local information focuses on local priorities for 2014/2015 and what might change from year three of the LTP. It includes both content and images and this year will be presented in OurAuckland.

18. Officers will work with local boards using the usual OurAuckland approval process for signoff of the summary content.

Draft Fees and Charges Schedule 2014/2015

19. Local fees and charges schedules will be finalised in May 2014. A draft fees and charges schedule has been provided for your agreement to support draft financial statements. The Community Development Arts and Culture (CDAC) department are currently reviewing a fees and charges model and will commence engagement with local boards in December 2013.

Process

20. Officers will undertake a budget refresh in February 2014, and updated prioritisation models will be developed for each local board that reflect adjustments made as part of the budget refresh.

21. The opportunity for a more in depth examination of budgets across the organisation begins early next year as part of the development of the next 2015-2025 LTP and Local Board Plans.

22. The timeline for finalising the local board agreement for 2014/2015 is set out in the implementation section of this report.

Consideration

Local Board Views

23. This report seeks agreement from the Local Board for its draft Annual Plan 2014/2015 content and draft Fees and Charges Schedule.

Maori Impact Statement

24. Many local board decisions are of importance to Maori and there is a need to continue to build relationships between local boards and relevant iwi. The draft local board agreement is based on the local board plan and the LTP, which have both been developed through engagement with the community, including Maori.

Implementation Issues

25. The timeline and high-level process for finalising the local board agreement for 2014/2015 is set out below.
<table>
<thead>
<tr>
<th>Timing</th>
<th>Process for finalising local board agreements</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 – 18 Dec</td>
<td>Local boards meet to agree draft local board agreements and content for consultation</td>
</tr>
<tr>
<td>19 Dec</td>
<td><strong>Adoption of draft Annual Plan 2014/2015</strong>, including 21 local board agreements</td>
</tr>
</tbody>
</table>
| 23 Jan – 24 Feb | **Draft Annual Plan 2014/2015 consultation**  
Released for public consultation on 23 January using the special consultative procedure |
| Feb             | **Budget Refresh**  
Officers review budgets to inform adjustments that will feed into the local board prioritisation models |
| Feb - early April | **Engagement on local board advocacy with departments and CCO’s**  
Assess progress and inform development of an updated set of advocacy for 2014/2015 |
| 17 Mar – 17 Apr | **Local board hearings, workshops and decision meetings**  
Reconsider agreements (including budgets) and advocacy areas and hold a formal meeting to agree a final balanced budget and set of advocacy areas for 2014/2015 |
| Late April      | Governing body discussions with local boards                                                               |
| 1 May           | Governing body discussions with CCOs                                                                        |
| 5 - 23 May      | Local board agreements and financial statements updated                                                     |
| 9 - 26 Jun      | **Adoption of Local Board Agreements and Annual Plan 2014/2015**  
Local boards meet to adopt their agreements between 9 - 19 June. Governing body meets to adopt draft Annual Plan, including 21 draft LBAs, on 26 June |

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Draft Local Board Agreement 2014/2015 <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Draft Fees and Charges Schedule 2014/2015 <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
</tbody>
</table>

**Signatories**

<table>
<thead>
<tr>
<th>Authors</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Kate Marsh</td>
<td>Financial Planning Manager - Local Boards</td>
</tr>
<tr>
<td>Karen Lyons</td>
<td>Manager Local Board Services</td>
</tr>
<tr>
<td>Eric Perry</td>
<td>Relationship Manager</td>
</tr>
</tbody>
</table>

Upper Harbour Local Board  
10 December 2013
Generic documents received for information - November 2013

File No.: CP2013/27089

Executive Summary

The following generic documents have been received for the Board’s information:

<table>
<thead>
<tr>
<th>Title</th>
<th>Referred by</th>
<th>Date received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issues and Options Review of Boarding Houses Policy and Bylaws – October 2013</td>
<td>Local Board Services</td>
<td>15 November 2013</td>
</tr>
<tr>
<td>Memo to Local Board Chairpersons’ dated 10 November 2013 on the Boarding Houses/Hostels Bylaws Review – Issues and Options Discussion Paper</td>
<td>Local Board Services</td>
<td>15 November 2013</td>
</tr>
<tr>
<td>Minimum standards in boarding house accommodation</td>
<td>Local Board Services</td>
<td>15 November 2013</td>
</tr>
<tr>
<td>Issues and Options Review of Cemeteries and Crematoria Bylaws – September 2013</td>
<td>Local Board Services</td>
<td>15 November 2013</td>
</tr>
</tbody>
</table>

Copies of the documents have been circulated to Board Members and Board Members can also access them on the M Drive as follows:

M:\Meetings\Upper Harbour\Reports

Recommendation/s

That the Upper Harbour Local Board:

a) receives the Generic documents received for information – November 2013 report.

Attachments

There are no attachments for this report.

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Lesley Sharp - Local Board Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
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</tbody>
</table>