

Waitematā Local Board

To: Waitematā Local Board Chairperson and Deputy Chairperson
From: Kathryn Martin – Relationship Manager/Senior Advisor Waitematā
Date: 13 September 2016
Subject: Urgent - Civic Event Delegation Approval

1. Purpose

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

The decision required, and the supporting report, are attached to this memo. Both this memo and the report will be tabled at the next business meeting if the urgent decision-making process proceeds.

2. Reason for the urgency

This matter is considered urgent due to the timing for the blessing to coincide with National Council of Women Suffrage Day celebrations. This is to occur on the 19 September 2016. The significance of the decision is considered to be low in terms of budget and in effect is business as usual, however, the 2016/2017 work programme does not provide for a delegation for this budget.

The matter of future event delivery is considered urgent due to the events falling between business meetings from October through to December. If delegation is not provided then these events will not be able to be delivered.

3. Decision sought from the chair and deputy chair

The decision sought from the chair and deputy is as follows.

That the Waitematā Local Board:

- (a) **Delegate to the Team Leader Event Delivery (civic) approval of the civic event scope and budget expenditure for the blessing of Te Hā o Hine Place on the 19th September 2016.**
- (b) **Delegate to the Team Leader Event Delivery (civic) approval of the civic event budget expenditure of \$8000 for future civic events in the 2016/2017 financial year following consultation with the local board on the scope and nature of each individual event.**

4. Background

Naming Event

As outlined in the attached memo, the local board made a decision on the 30 August to rename lower Khartoum Place as Te Hā o Hine Place. The scope of this event has been worked on with the local board engagement advisor, Te waka Angamua in association with Ngāti Whātua Ōrākei and the National Council of Women. The event is being run by the National Council of Women and the local board's budget will only contribute to the blessing. This contribution includes a koha to iwi and a small amount of food. It is requested that the Team Leader Event Delivery (civic) be delegated approval for the scope and budget of this event, which is a small addition to the event programme currently being managed by the National Council of Women.

Future Events

The current work programme for civic event delivery requires a decision at a business meeting for all civic events. It is understood that this was not the intent of the work programme. It is recommended that the local board be consulted on the scope and nature of each event and that the final budget allocation to deliver each event be delegated to the Team Leader Events (civic).

Authorisation of the urgent decision-making process



Signed by Kathryn Martin
Relationship Manager/Senior Advisor, Waitematā Local Board

Date 13 September 2016



Signed by Shale Chambers
Chairperson, Waitematā Local Board

Date 13 September 2016



Signed by Pippa Coom
Deputy Chairperson, Waitematā Local Board

Date 13 September 2016

Waitematā Local Board Resolution/s

That the Waitematā Local Board:

- (a) Delegate to the Team Leader Event Delivery (civic) approval of the civic event scope and budget expenditure for the blessing of Te Hā o Hine Place on the 19th September 2016.

- (b) Delegate to the Team Leader Event Delivery (civic) approval of the civic event budget expenditure of \$8000 for future civic events in the 2016/2017 financial year following consultation with the local board on the scope and nature of each individual event.



Signed by Shale Chambers
Chairperson, Waitematā Local Board

Date 13 September 2016



Signed by Pippa Coom
Deputy Chairperson, Waitematā Local Board

Date 13 September 2016

Attachments: Memo – Carlos Rahman – Engagement Advisor Waitematā and Waiheke, dated 13 September 2016, entitled "Urgent – Civic Event Delegation Approval"

Memo

13 September 2016

To: Shale Chambers and Pippa Coom
cc: Beverley Rogers – Team Leader Event Delivery (Civic)
From: Carlos Rahman – Engagement Advisor Waiheke & Waitematā

Subject: **Civic event - Te Hā o Hine naming ceremony and civic event delegations**

Purpose

The purpose of this memo is to seek the local board's authorisation to delegate use of funds from the board's civic events budget for the Te Hā o Hine naming ceremony to the Team Leader Event Delivery (civic). It is also recommended that future civic event budget allocations for the 2016/2017 financial year be delegated to the Team Leader Event Delivery (civic) following consultation with the local board.

Recommendation

That the Waitematā Local Board:

- (a) Delegate to the Team Leader Event Delivery (civic) approval of the civic event scope and budget expenditure for the blessing of Te Hā o Hine Place on the 19th September 2016.
- (b) Delegate to the Team Leader Event Delivery (civic) approval of the civic event budget expenditure of \$8000 for future civic events in the 2016/2017 financial year following consultation with the local board on the scope and nature of each individual event.

Detail

Naming Event

The Waitematā Local Board made a decision on the 30 August to rename lower Khartoum Place as Te Hā o Hine Place. The name was suggested by Ngāti Whātua Ōrākei.

The civic event includes a blessing by Ngāti Whātua Ōrākei and has been organised to work in with the existing event planned by the National Council of Women.

The local board funds required for the event are estimated at less than \$1000 of the budget for civic events in the 2016/2017 financial year. This will include hosting of Ngāti Whātua Ōrākei at the Suffrage Day civic event including light refreshments which will be on Monday 19 September 2016 from 12.00pm. It is requested that the approval of final funds be delegated to the Team Leader Event Delivery (civic).

The run sheet for the entire event is included over the page, however, the majority of the event is run by the National Council of Women.

Approximate time	Item No.	Item Name	Speaker/s' Name	Attendance
Event start				
12.00 PM	1	Karanga	• Ngāti Whātua Ōrākei– <i>Female call brings people together spiritually to the place. Respect of wahine</i>	
12.06 PM	2	Karakia for Te Hā o Hine and event blessing	• Ngāti Whātua Ōrākei– <i>Kaumātua or leader</i>	
12.16 PM	3	Himene	• Hymn – <i>by all</i>	
12.21 PM	4	Mihi whakatau	• Ngāti Whātua Ōrākei– <i>Kaumātua /traditional oral welcome</i>	
12.26 PM	5	Waiata	Sung by all	
12.30 PM	6	Welcome, acknowledgement, Suffrage Day	• Carol Beaumont	Confirmed
12.35 PM	7	Introduction and thanks	Deputy Mayor– <i>Penny Hulse</i>	
12.42 PM	8	Speech	• Latayvia Tulasea – Winner of NCW's speech competition	
12.49 PM	9	Speech	• Jennifer Curtin – <i>Auckland University</i>	
12.55 PM	10	Concluding comments		
1.10 PM	11	Karakia whakamatunga	• Closing prayer– By <i>Kaumātua</i>	
		Refreshments	• Auckland Council Catering	

Future Events

It has come to the attention of the Waitemātā local board services team and the Team Leader Event Delivery (civic) that process streamlining is required to enable the delivery of events this financial year. The work programme for this budget requires a further decision point for the local board with regard to the *"Identification of events to be scheduled and confirmation of plans and expenditure budgets."* This is not practicable given upcoming events between now and December such as:

- Weona-Westmere walkway
- Western Park Playground
- Boroughs (Spark court at Victoria Park)
- Grey Lynn Park playground

It is proposed that a delegation to the civic event team leader will enable these and other events to be actioned following consultation and direction with the local board.

Budget

The local board approved \$8000 in the local board agreement to cover the costs of civic events such as the proposed event. The events team have advised that this budget currently remains unspent.

Implementation

Should the local board choose not to delegate the decision on funding for the naming ceremony event to the civic event team leader then the blessing will likely not occur. Similarly other events proposed for this calendar year will not be able to proceed without budget allocation.

